

# City of Mt. Vernon, Iowa

|                   |                                                                                   |
|-------------------|-----------------------------------------------------------------------------------|
| <b>Meeting:</b>   | <b>Mt. Vernon City Council Meeting</b>                                            |
| <b>Place:</b>     | <b>Mt. Vernon City Hall, 213 1<sup>st</sup> Street NW, Mt. Vernon, Iowa 52314</b> |
| <b>Date/Time:</b> | <b>September 21, 2026 – 6:30 PM</b>                                               |
| <b>Web Page:</b>  | <b><a href="http://www.cityofmtvernon-ia.gov">www.cityofmtvernon-ia.gov</a></b>   |
| <b>Posted:</b>    | <b>September 18, 2026</b>                                                         |

|                       |                       |                                  |                 |
|-----------------------|-----------------------|----------------------------------|-----------------|
| <b>Mayor:</b>         | Tom Wieseler          | <b>City Administrator:</b>       | Chris Nosbisch  |
| <b>Mayor Pro-Tem:</b> | Scott Rose            | <b>City Attorney:</b>            | Steve Leidinger |
| <b>Councilperson:</b> | Sherene Hansen Player | <b>Asst. City Administrator:</b> | Lori Boren      |
| <b>Councilperson:</b> | Craig Engel           | <b>Finance Dir/City Clerk:</b>   | Marsha Dewell   |
| <b>Councilperson:</b> | Mark Andresen         | <b>Chief of Police:</b>          | Jason Blinks    |
| <b>Councilperson:</b> | Paul Tuerler          |                                  |                 |

For those individuals that are unable to attend or still do not feel comfortable with in-person meetings, the City is providing a Zoom option. For those planning to attend via Zoom, please use the following information:

You will be prompted for the following information:

1. Telephone #: 1-312-626-6799
2. Meeting ID: 836 3781 9471
3. Password: 448084

Should you need assistance to access the meeting, please contact Chris at 319-359-8613.

**A. Call to Order**

**B. Agenda Additions/Agenda Approval**

**C. Communications:**

1. Unscheduled

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the microphone and give your name and address for the public record before discussing your item. Each individual will be granted no more than five (5) minutes.

**D. Consent Agenda**

**Note:** These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of City Council Minutes – September 9, 2026

**E. Public Hearing**

1. None

**F. Ordinance Approval/Amendment**

1. None

**G. Resolutions for Approval**

1. None

**H. Mayoral Proclamation**

1. None

**I. Old Business**

1. None

**J. Motions for Approval**

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of iWorQ Service Agreement – Work Management Program - Council Action as Needed
3. Discussion and Consideration of Art Trail Sculpture Addition - MVAAC - Council Action as Needed
4. Discussion and Consideration of Leadership Goal Setting and Strategic Planning Services – Council Action as Needed

**K. Reports to be Received/Filed**

1. Mt. Vernon/Lisbon Police Report
2. Mt. Vernon Public Works Report
3. Mt. Vernon Parks and Rec Report

**L. Discussion Items (No Action)**

1. None

**M. Reports of Mayor/Council/Administrator**

1. August Reconciliation Report
2. Mayor's Report
3. Council Reports
4. Committee Reports
5. City Administrator's Report

**N. Adjournment**

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

**If anyone with a disability would like to attend the meeting, please call City Hall at 895-8742 to arrange for accommodations.**

## **J. Motions for Approval**

**AGENDA ITEM # J – 2**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** September 21, 2026

**AGENDA ITEM:** iWorQ Service Agreement – Work Management Program

**ACTION:** Motion

**SYNOPSIS:** Staff has been reviewing options for workflow management programs. While pleased with certain functions of the Hubspot application, it is not specifically designed as a government based program. iWorQ, however, is designed for government functionality. The annual program cost will be \$12,000 per year, with a \$3,000 initial setup fee. The annual cost for iWorQ is also less than the current Hubspot application.

**BUDGET ITEM:** All

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Proposal

**PREPARED BY:** Chris Nosbsich

**DATE PREPARED:** 9/18/2026



# Service Agreement

For iWorQ Applications and Services



**Prepared for:**

**Mount Vernon City, IA  
213 1st St W, Mt Vernon, IA 52314, USA  
Population: 4435.0**

**Prepared by:**

**Chad Majors  
iWorQ Systems**

**Agreement ID: 262932**

## **AMENDMENTS & EXCEPTIONS**

### **AMENDMENTS AND EXCEPTIONS TO STANDARD SERVICE AGREEMENT**

This section outlines approved amendments and exceptions to standard terms. In the event of a conflict, the terms in this section shall supersede the standard terms of this Agreement, but only to the extent expressly stated herein. All other provisions of the Agreement remain unchanged and fully enforceable.

#### ***Amendment - Setup Discount***

- iWorQ Systems will waive \$7,000.00 of the Setup Fee, if agreement is signed and returned by 09-30-2026 .



Mount Vernon City, IA hereafter known as ("Customer"), enters into THIS SERVICE AGREEMENT ("Agreement") with iWorQ Systems Inc. ("iWorQ") with its principal place of business 1125 West 400 North, Suite 102, Logan, Utah 84321.

### **1. SOFTWARE AS A SERVICE (SaaS) TERMS OF ACCESS:**

iWorQ grants Customer a non-exclusive, non-transferable limited access to use iWorQ service(s), application(s) on iWorQ's authorized website for the fee(s) and terms listed in Appendix A. This agreement will govern all iWorQ application(s) and service(s) including the application(s) and service(s) listed in Appendix A.

### **2. CUSTOMER RESPONSIBILITY:**

Customer acknowledges that they are receiving only a limited subscription to use the application(s), service(s), and related documentation, if any, and shall obtain no titles, ownership nor any rights in or to the application(s), service(s), and related documentation, all of which title and rights shall remain with iWorQ. Customer shall not permit any user to reproduce, copy, or reverse engineer any of the application(s), service(s) and related documentation. iWorQ is not responsible for the content entered into iWorQ's database or uploaded as a document or image.

### **3. TRAINING AND IMPLEMENTATION:**

Customer agrees to provide the time, resources, and personnel to implement iWorQ's service(s) and application(s). iWorQ will assign a senior account manager and an account management team to implement service(s) and application(s). Typical implementation will take less than 60 days. iWorQ account managers will call twice per week, provide remote training once per week, and send weekly summary emails to the customer implementation team. iWorQ can provide project management and implementation documents upon request.

iWorQ will do ONE import of the Customer's data. This import consists of importing data, sent by the Customer, in an electronic relational database format. Acquisition of data is the responsibility of the client; iWorQ will not be involved in negotiation for data with third parties.

Customer must have clear ownership of all forms, letters, inspections, checklists, and data sent to iWorQ.

### **4. CUSTOMER DATA:**

Customer data will be stored in AWS GovCloud. iWorQ will use commercially reasonable efforts to backup, store and manage customer data. iWorQ does backups twice per week and onsite backups twice per week. Customer can run reports and export data from iWorQ application(s) at any time.

Customer can pay iWorQ for additional data management services(s), onsite backups application(s) and other service(s).



Data upload and usage is provided to every customer. This includes uploading files up to 25MB and 100GB of managed data usage on AWS GovCloud. Additional upload file sizes and managed data usage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

Customers can upload and store images with personal information like driver's license, and more. This data can be used by the customer to complete the permitting, licensing, or code enforcement processes. Customer understands that the data must be uploaded and stored in the sensitive data upload section of the iWorQ software for access and security purposes.

IWorQ is not responsible for: (1) For the content entered into iWorQ's database, (2) For images or documents scanned locally and uploaded by the iWorQ users, (3) For documents or images uploaded by citizen over the web, and (4) For data sent to the Customer by iWorQ.

## **5. CUSTOMER SUPPORT:**

Customer support and training are FREE and available Monday-Friday, from 6:00 A.M. to 5:00 P.M. MST, for any authorized user with a login. iWorQ provides unlimited remote Customer training (through webinars), phone support, help files, and documentation. Basic support requests are typically handled the same day. iWorQ provides "Service NOT Software".

## **6. BILLING:**

iWorQ will invoice Customer on an annual basis. iWorQ will send invoices by mail and by email to the address(s) listed in Appendix A. Terms of the invoice are net 30 days from the date of the invoice. Any billing changes will require that a new Service(s) Agreement be signed by the Customer.

Any additional costs imposed by the Customer including business licenses, fees, or taxes will be added to the Customer's invoice yearly. Support and services fees may increase in subsequent years but will increase no more than 5% per year.

Customer pricing is based on a 3 Year Term and reflects a discounted annual price. Changes to the Term or the Termination Policy (Section 7. Termination:), will affect the annual pricing and could double your annual cost. Customer reserves the right to pay the 3 Year Term upfront to secure discounted annual pricing

## **7. TERMINATION:**

Either party may terminate this agreement after the initial 3-Year Term, without cause if the terminating party gives the other party sixty (60) days written notice. Should the Customer terminate any part of the application(s) and or service(s) the remaining balance will immediately become due. Should the Customer terminate any part of the application(s) and or service(s) a new Service(s) Agreement will need to be signed. Upon expiration of the Initial Term, this Agreement shall automatically be renewed for successive one (1) year terms unless either party provides notice of termination or non-renewal no less than sixty (60) days prior to expiration of the then-current term.



Upon termination of this Agreement, iWorQ will discontinue all application(s) and or service(s); iWorQ will provide customer with an electronic copy of all of Customer's data, if requested by the Customer (within 3-5 business days).

During the term of the Agreement, the Customer may request a copy of all of Customer's data, which shall be provided to Customer for a cost of no more than \$2500 per copy. Please note, if the Customer is not in compliance with the material terms and conditions of this Agreement, iWorQ will not be required to provide Customer with the data.

**8. ACCEPTABLE USE:**

Customer represents and warrants that the application(s) and service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, and policies, terms and procedures. iWorQ may restrict access to users upon misuse of application(s) and service(s).

**9. MISCELLANEOUS PROVISIONS:**

This Agreement will be governed by and construed in accordance with the laws of the State of Utah. Customer recognizes that iWorQ Systems is a software company located in Utah. Any changes to this section, including changes to the Venue or Forum, will be subject to an increase in their annual pricing.

**10. CUSTOMER IMPLEMENTATION INFORMATION:**

**Primary Implementation Contact: (\* all fields required)**

Name\*: \_\_\_\_\_ Title\*: \_\_\_\_\_

Office Phone\*: \_\_\_\_\_ Cell\*: \_\_\_\_\_

Email\*: \_\_\_\_\_

**Secondary Implementation Contact: (\* all fields required)**

Name\*: \_\_\_\_\_ Title\*: \_\_\_\_\_

Office Phone\*: \_\_\_\_\_ Cell\*: \_\_\_\_\_

Email\*: \_\_\_\_\_



**11. CUSTOMER BILLING INFORMATION: (\* all fields required)**

**Billing Contact\*:** \_\_\_\_\_ **Title\*:** \_\_\_\_\_

**Billing Address\*:** \_\_\_\_\_

**Office Phone\*:** \_\_\_\_\_ **Cell\*:** \_\_\_\_\_

**Email\*:** \_\_\_\_\_

**PO #:** \_\_\_\_\_ **Tax Exempt ID # (required):** \_\_\_\_\_

Note: If a tax-exempt number is not provided, a 10% service increase will be added to the yearly invoice.

**12. ACCEPTANCE: (\* all fields required)**

The effective date of this Agreement is listed below. Authorized representatives of Customer and iWorQ have read the agreement and agree and accept all the terms.

**Signature\*:** \_\_\_\_\_ **Effective Date\*:** \_\_\_\_\_

**Printed Name\*:** \_\_\_\_\_ **Title\*:** \_\_\_\_\_

**Office Phone\*:** \_\_\_\_\_ **Cell\*:** \_\_\_\_\_

*Unless otherwise stated, Service Period starts the first day of the month after signature and Effective Date.*

**APPENDIX A**  
**APPLICATIONS, SERVICES AND PRICING SCHEDULE**

THIS PAGE INTENTIONALLY LEFT BLANK



## Standard Billing Terms

### Recurring Fees:

| Standard Invoice Date             | Amount      | Invoice Purpose | First Year Service Period |
|-----------------------------------|-------------|-----------------|---------------------------|
| 30 Days Prior to the Period Start | \$12,000.00 | Annual Invoice  | 10/01/2026 - 09/30-2027   |

### Setup Fees

| Standard Invoice Date             | Amount     | Invoice Purpose        | First Year Service Period |
|-----------------------------------|------------|------------------------|---------------------------|
| 30 Days Prior to the Period Start | \$3,000.00 | Agreement Setup Amount | 60 Days after Kickoff     |

### Annual Subscription Fees

| Application ID | Classification | Application Name    | Agreement Pricing |
|----------------|----------------|---------------------|-------------------|
| 400            | B - Added      | Code Enforcement    | \$3,000.00        |
| 100            | E - Added      | Work Management     | \$6,000.00        |
| 300            | E - Added      | Water Management    | \$0.00            |
| 300            | E - Added      | Sewer Management    | \$0.00            |
| 1400           | E - Added      | Sign Management     | \$0.00            |
| 1300           | E - Added      | Pavement Management | \$0.00            |
| 700            | E - Added      | Citizen Engagement  | \$3,000.00        |

**Subscription Fee Total (This amount will be invoiced each year)    \$12,000.00**

### One-Time Setup

| Service(s)                             | Standard Pricing | Agreement Pricing |
|----------------------------------------|------------------|-------------------|
| Implementation and Setup Cost (Year 1) | \$10,000.00      | \$3,000.00        |



|                             |             |
|-----------------------------|-------------|
| Recurring Agreement Pricing | \$12,000.00 |
|-----------------------------|-------------|

|                 |            |
|-----------------|------------|
| Agreement Setup | \$3,000.00 |
|-----------------|------------|

|                         |                    |
|-------------------------|--------------------|
| <b>Total Due Year 1</b> | <b>\$15,000.00</b> |
|-------------------------|--------------------|

## NOTES AND SERVICE DESCRIPTION

- I. Invoice for the (Annual Subscription Fee Total + One-Time Total) will be sent out immediately upon execution of the contract. Payment terms are net 30 days from the invoice date.
- II. This Subscription Fee and Agreement have been provided at the Customer's request and is valid for 25 days.
- III. This cost proposal cannot be disclosed or used to compete with other companies.



## Package(s) Purchased

| ComDev                      | Public Works                                    |
|-----------------------------|-------------------------------------------------|
| Community Development Basic | Citizen Engagement, Public Works Infrastructure |

## Product Descriptions

| Application / Feature                   | CD Basic | CD Department | CD Enterprise |
|-----------------------------------------|----------|---------------|---------------|
| Permit & Code Management                | x        | x             | x             |
| Available on Multiple Device Types      | x        | x             | x             |
| Configurable Reporting                  | x        | x             | x             |
| Fees & Payments                         | x        | x             | x             |
| Inspection & Plan Review                | x        | x             | x             |
| Sensitive File Uploads                  | x        | x             | x             |
| OpenStreetMap w/ Quarterly Updates      | x        | x             | x             |
| Access to iWorQ Letter Template Library | x        | x             | x             |
| File Usage Allowance                    | x        | x             | x             |
| Custom Letters*                         | x        | x             | x             |
| Custom Web Forms*                       |          | x             | x             |
| Online Portal                           |          | x             | x             |
| Online Citizen Messaging                |          | x             | x             |
| Access to iWorQ Web Form Templates      |          |               | x             |
| Card Payment Processing                 |          |               | x             |
| Texting Capabilities                    |          |               | x             |
| Configurable System Workflows           |          |               | x             |
| iWorQ Notifications                     |          |               | x             |
| Inspection Routing                      |          |               | x             |
| Scheduled Reports*                      |          |               | x             |
| GIS REST Services**                     |          |               | x             |
| XworQ AI Features                       |          |               | x             |

\* Available for Expansion Purchase



## \*\*GIS REST Services Requirements:

iWorQ will be able to publish your agency's ESRI REST Services **monthly** if the following conditions are met:

1. The Rest Service URL is either a public access URL or the agency will allow iWorQ to be added to the user group of that data.
  - 1.1. User Group must have permission settings set to allow root access to pull the data.
2. The Rest Service data contains the information needed for system functionality and field types match.
  - 2.1. The format of that data must conform to iWorQ Systems

iWorQ will update property details monthly. Annual fees are \$500 per layer.

\*Note: If configuration changes (i.e. FTP location, name format, field changes, or interval for published updates) iWorQ will charge a minimum fee of \$500 with each additional hour \$250 to accommodate new configuration changes.

| Application / Feature                                       | PW Basic | PW Asset (Sewer) | PW Asset (Water) | PW Infrastructure |
|-------------------------------------------------------------|----------|------------------|------------------|-------------------|
| Work Management                                             | x        | x                | x                | x                 |
| Sign Management                                             | x        | x                | x                | x                 |
| Pavement Management                                         | x        | x                | x                | x                 |
| Available on Multiple Device Types                          | x        | x                | x                | x                 |
| OpenStreetMap w/ Quarterly Updates                          | x        | x                | x                | x                 |
| Configurable Dashboard, Fields, & Reports                   | x        | x                | x                | x                 |
| File Usage Allowance*                                       | x        | x                | x                | x                 |
| Sensitive File Uploads                                      | x        | x                | x                | x                 |
| Track Completed Work & Maintenance History                  | x        | x                | x                | x                 |
| Sign Layer on OpenStreetMap                                 | x        | x                | x                | x                 |
| Road Layer on OpenStreetMap                                 | x        | x                | x                | x                 |
| Track Sign Location, MUTCD, Condition, Reflectivity, etc.   | x        | x                | x                | x                 |
| Track Labor, Inventory, Parts & History                     | x        | x                | x                | x                 |
| Remaining Service Life (RSL), Next Treatment, 5 year budget | x        | x                | x                | x                 |
| Track & Manage work by location using OpenStreetMap         | x        | x                | x                | x                 |
| Water Management                                            |          |                  | x                | x                 |
| Sewer Management                                            |          | x                |                  | x                 |

| Application / Feature                         | PW Basic | PW Asset (Sewer) | PW Asset (Water) | PW Infrastructure |
|-----------------------------------------------|----------|------------------|------------------|-------------------|
| Capital Asset Layers*                         |          | x                | x                | x                 |
| Work Order Scheduling & Templates             |          | x                | x                | x                 |
| Set Maintenance, Inspection, & Work Schedules |          | x                | x                | x                 |
| Work Order Status Updates via Text            |          |                  |                  | x                 |
| GIS REST Services (ESRI)**                    |          |                  |                  | x                 |
| Inspection Routing                            |          |                  |                  | x                 |
| Scheduled Reports*                            |          |                  |                  | x                 |
| XworQ AI Features                             |          |                  |                  | x                 |

\* Available for Expansion Purchase

**\*\*GIS REST Services Requirements:**

iWorQ will be able to publish your agency's ESRI REST Services monthly if the following conditions are met:

1. The Rest Service URL is either a public access URL or the agency will allow iWorQ to be added to the user group of that data.
  - 1.1. User Group must have permission settings set to allow root access to pull the data.
2. The Rest Service data contains the information needed for system functionality and field types match.
  - 2.1. The format of that data must conform to iWorQ Systems

iWorQ will update property details monthly. Annual fees are \$500 per layer.

\*Note: If configuration changes (i.e. FTP location, name format, field changes, or interval for published updates) iWorQ will charge a minimum fee of \$500 with each additional hour \$250 to accommodate new configuration changes.

**Citizen Engagement Package**

- Drive citizen satisfaction, streamline communication and reduce overhead costs with a public portal.
- Allow citizens & employees to submit problems, including photos and locations, links to agency website, and seamlessly access those items in the iWorQ software through the Online Portal.
- 3 Web Forms & Links for Employees\*

\* Available for Expansion Purchase

**AGENDA ITEM # J – 3**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** September 21, 2026

**AGENDA ITEM:** Art Trail Sculpture Trail - MVAAC

**ACTION:** Motion

**SYNOPSIS:** The Sculpture Trail Committee and the MVAAC are seeking permission to place two new sculptures along the Sculpture Trail. Outside of in-kind Public Works Department staff time, the costs of the proposed sculptures are being absorbed by the MVAAC.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Images

**PREPARED BY:** Chris Nosbsich

**DATE PREPARED:** 9/18/2026



“Whispering Currents”



“Windswept”

**AGENDA ITEM # J – 4**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** September 21, 2026

**AGENDA ITEM:** Leadership Goal Setting and Strategic Planning Services

**ACTION:** Motion

**SYNOPSIS:** As discussed in the last meeting, staff has sought a proposal for a City Council goal setting session. Midwest Municipal Consulting LLC (Elizabeth Hansen) has submitted a proposal in the amount of \$3,700 to facilitate this process.

**BUDGET ITEM:** All

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Proposal

**PREPARED BY:** Chris Nosbsich

**DATE PREPARED:** 9/18/2026



Midwest Municipal Consulting, L.L.C.

September 17, 2026

Chris Nosbisch  
City Administrator  
213 First St NW  
Mount Vernon, Iowa 523

Executive Recruitment  
~  
Board Effectiveness Training  
~  
Goal Setting and Strategic Planning  
~  
Action Planning  
~  
Capital Improvement Planning  
~  
Equipment Replacement  
Planning

**RE: Leadership Goal Setting & Strategic Planning Services**

Dear Chris,

Effective leadership teams benefit from periodically stepping away from the day-to-day demands of municipal operations to focus on communication, collaboration, priorities, and the future direction of the organization. A relaxed, facilitated setting provides an opportunity to strengthen working relationships, build consensus around issues and opportunities, clarify roles and expectations, and renew team spirit.

This is particularly valuable when new members have joined the leadership team or when the organization is entering a new period of growth, change, or transition.

This engagement letter confirms our recent communications and establishes the basis for Midwest Municipal Consulting, LLC's professional services in connection with the City's **Department Directors Goal Setting & Strategic Planning Workshop** and **City Leadership Goal Setting & Strategic Planning Workshop**.

It is my understanding that the City of Mount Vernon is seeking professional facilitation and strategic planning assistance to bring department leadership, the Mayor, City Council, and City Administrator together to review progress, identify current issues and opportunities, establish priorities, and develop a practical action plan for the years ahead. I am pleased to offer my services to assist the City with this important work.

Enclosed is a proposal outlining a recommended two-session process:

- **Department Directors Workshop** – a focused session designed to review organizational progress, discuss issues and opportunities, strengthen communication, and identify departmental and organizational priorities.
- **City Leadership Workshop** – a facilitated leadership session bringing together the Mayor, City Council, and City Administrator to review accomplishments, consider current and emerging issues, establish priorities, clarify roles and expectations, and

1210 NE 29<sup>th</sup> Street ~ Ankeny, IA 50021 ~ Office: 515-391-9816  
Email: [ehansen.mmc@gmail.com](mailto:ehansen.mmc@gmail.com) ~ Website: [www.midwestmunicipalconsulting.com](http://www.midwestmunicipalconsulting.com)

identify strategic initiatives for the next one to three years.

The proposed format is intended as a starting point and can be adjusted to reflect the City's needs, schedule, and priorities. My goal is to ensure that the sessions are productive, engaging, and tailored specifically to Mount Vernon rather than relying on a one-size-fits-all approach.

The signature at the bottom of the proposal will confirm the City's acceptance of the proposed scope of services and payment terms. Upon receipt of a signed copy, I will coordinate with you to establish mutually agreeable meeting dates and begin the discovery and preparation process.

I appreciate the opportunity to work with you and the City of Mount Vernon. I look forward to helping your leadership team step back, look ahead, and establish a clear set of priorities and actions for the future.

Please feel free to contact me at 515-391-9816 with any questions or if you would like to discuss adjustments to the proposed process.

Respectfully submitted,



Elizabeth A. Hansen,  
SHRM-CP  
President & Founder  
Enc(s)



Mount  
Vernon  
IOWA

**City Leadership Goal Setting and Strategic Planning Services**  
**September 17, 2026**

**Prepared for:** Chris Nosbisch, City Administrator  
Thomas M. Wieseler, Mayor

**Prepared by:** Midwest Municipal Consulting, LLC  
Elizabeth A. Hansen, President  
1210 NE 29th Street  
Ankeny, Iowa 50021  
515-391-9816  
Ehansen.mmc@gmail.com  
www.midwestmunicipalconsulting.com

**Helping Communities Turn Ideas Into Action**

Midwest Municipal Consulting LLC (MMC) is an Iowa-registered limited liability company providing professional consulting services to municipalities, nonprofit organizations, and businesses throughout the Midwest.

Our team specializes in:

- Leadership goal setting and strategic planning
- Community visioning and consensus building
- Action planning and implementation
- Capital improvement and equipment replacement planning
- Organizational and team development
- Executive and professional recruitment
- Human resource consulting and leadership support

Effective strategic planning is more than developing a document. It is about bringing people together, identifying what matters most, establishing shared priorities, and creating a practical roadmap for moving forward.

MMC helps elected officials and staff step away from the day-to-day demands of municipal operations to focus on the larger questions:

**Where are we now? Where do we want to go? What matters most? And what are we going to do next?**



Midwest Municipal Consulting, LLC

Our approach is collaborative, practical, and customized to the community. We bring extensive local government experience to each engagement while recognizing that every community has its own culture, challenges, opportunities, and aspirations.

### **Why Midwest Municipal Consulting?**

The most effective strategic planning processes produce more than a list of goals. They strengthen relationships, clarify expectations, establish priorities, and create accountability for implementation.

MMC incorporates three key elements into every strategic planning engagement:

#### **1. Meaningful Input**

The process begins by gathering perspectives from the people who know the organization and community best. Input from elected officials, administrators, department directors, staff, and—when appropriate—the public helps ensure that the discussion reflects the community's priorities and public interest.

#### **2. Stronger Leadership Teams**

Successful organizations depend upon effective communication and clearly understood roles. Our sessions create an environment where elected officials and staff can discuss expectations, strengthen working relationships, identify opportunities for improvement, and build a shared understanding of their respective responsibilities.

#### **3. A Practical Action Plan**

Strategic planning should lead to action. The process concludes with clearly identified priorities, goals, initiatives, and next steps that can be incorporated into the City's ongoing work program and budgeting process.

Our goal is to leave the City with a plan that is useful—not a document that sits on a shelf.

A native of the Midwest, Ms. Hansen has over 20 years of experience in local government management, including as City Administrator in Elk Point, South Dakota as well as the following cities in Iowa: Jefferson, Nevada and Windsor Heights. She continues her service in the City of Clive as Director of Administrative Services. Her communities benefited from her leadership and proficiency in community visioning and financial planning. These skills, abilities and experiences are vital tools to promote and develop growth in rural and small communities throughout the Midwest. She has a master's in public administration from the University of South Dakota and a bachelor's degree in paralegal studies from National American University in Sioux Falls, South Dakota.

Hansen was named Manager of the Year in 2014 by the Iowa City/County Management Association, and in 2007 she became the first recipient of the organization's Emerging Leader award. Ms. Hansen was also a Credentialed City Manager from the International City/County Manager's Association (ICMA-CM), Certified Municipal Clerk in the State of Iowa and maintained the honor of being a Certified Human Resource Professional from the National Society of Human Resource Management (SHRM-CP).



## Recent Strategic Planning & Facilitation Engagements

|           |                   |                                         |              |
|-----------|-------------------|-----------------------------------------|--------------|
| Feb. 2022 | Humboldt, IA      | City Administrator, Cole Bockelmann     | 515-332-3435 |
| Feb. 2022 | Manchester, IA    | City Manager, Tim Vick                  | 563-92-3636  |
| Mar. 2022 | North Liberty, IA | City Manager Ryan Heiar                 | 319-626-5700 |
| July 2022 | Clinton, IA       | City Manager, Matt Brooke               | 563-594-6742 |
| Aug. 2022 | Norwalk, IA       | City Manager, Luke Nelson               | 515-493-9971 |
| Aug. 2022 | Grinnell, IA      | City Manager, Russ Behrens              | 641-236-2600 |
| Nov. 2022 | Carroll, IA       | Interim City Manager, Jeff Caylor       | 712-830-3794 |
| Dec. 2022 | Charles City, IA  | City Administrator, Steve Diers         | 641-257-8618 |
| Dec. 2022 | Manchester, IA    | City Manager, Tim Vick                  | 563-927-1116 |
| Aug. 2023 | Mount Vernon, IA  | City Manager, Chris Nosbisch            | 319-895-8742 |
| Nov. 2023 | Hiawatha, IA      | Library Director, Chris Stoner          | 319-393-1414 |
| June 2024 | Hiawatha, IA      | City Manager, Dennis Marks              | 319-393-1515 |
| Dec 2024  | Charles City, IA  | City Administrator, Steve Diers         | 641-257-8618 |
| July 2025 | Washington, IL    | Interim City Administrator, Dennis Carr | 309-444-1136 |
| Nov 2025  | Clinton, IA       | City Manager, Matt Brooke               | 563-594-6742 |
| Nov 2025  | Clear Lake, IA    | City Administrator, Steve Diers         | 641-357-5267 |
| Oct. 2026 | Grinnell, IA      | City Manager, Russ Behrens              | 641-236-2600 |

### Recent Client Feedback

*"Thanks for working with our department heads here in Norwalk. It was a very helpful session. Having been in library land for 35 years, I have been through several of these types of sessions and worked with many consultants. Working with you was very pleasant and positive and you made it feel like a "safe space", which is very much appreciated!"*

**Jean Strable** ~ Norwalk Easter Public Library Director

*"Elizabeth did an excellent job planning & conducting the meeting! It was clear she spent many hours behind-the-scenes summarizing all the considerable questionnaire responses from council & staff & creating an easy to follow & complete work session booklet by critical category. Thanks also to the City Hall Team for spending the time doing the SWOT analysis and developing the Mission, Vision & Value statements for council review & discussion. Made it easy for the mayor & council members to review, discuss & formalize an excellent strategic plan for the next two years. The best strategic planning session I have participated in over the past 18 years. Looking forward to working as a Team to overcome the challenging headwind being created by the backfill loss & creating a book of several new Hiawatha growth initiative success stories over the next two years."*

**Dick Olson** ~ Hiawatha City Council Member

## Our Approach

Elizabeth Hansen brings more than 20 years of local government management experience and extensive experience working with elected officials, city administrators, department directors, boards, commissions, nonprofit organizations, chambers of commerce, and economic development organizations.



Her approach is highly interactive. Rather than relying on a traditional presentation format, Ms. Hansen facilitates meaningful discussion and encourages participants to listen, collaborate, challenge assumptions, and identify practical solutions.

The process is designed to create an environment where participants can speak openly and constructively while maintaining a focus on the City's shared responsibilities and objectives.

MMC can also collaborate with additional professional facilitators when specialized expertise or a larger facilitation team would benefit the engagement.

### **Purpose and Project Understanding**

The purpose of having a leadership goal setting and strategic planning session is:

1. Organizations need to periodically assess their progress, reestablish direction, and enhance team spirit.
2. How will the Council members and staff communicate and work together is key to the City's effectiveness.
3. It is easier to develop consensus on issues, opportunities, and goals in an offsite relaxed environment rather than the formality of the normal work environment; and
4. The leadership, goal setting, planning session is an excellent way to integrate new members into the leadership team.

Primary objectives:

1. To provide the opportunity for all members of the City's leadership team to be part of the planning process
2. To enhance communication and develop renewed team spirit among the participants
3. To review progress being made by the City
4. To discuss changes that are likely to impact the City
5. To develop consensus on issues and opportunities facing the City (1 to 3-year perspective)
6. To develop an updated goals program for the City (1 to 3-year perspective)
7. To review the roles and responsibilities of the City's leadership team
8. To be an educational and enjoyable day

## Proposed Scope of Services

### Phase 1 – Discovery & Preparation

MMC will begin by gathering information and perspectives from the City's leadership team.

The Consultant will:

- Develop and distribute electronic goal-setting questionnaires.
- Gather input from the City Administrator, Mayor, Council Members, and Department Directors.
- Review questionnaire responses and identify common themes, opportunities, concerns, and potential areas of discussion.
- Conduct follow-up interviews or discussions as appropriate.
- Develop customized agendas and presentation materials.
- Prepare participant workbooks and supporting materials.
- Incorporate appropriate public input into the planning process.

The discovery process ensures that the retreat is built around the City's actual circumstances rather than a generic strategic planning model.

### Phase 2 – Meet & Retreat

Following the discovery process, MMC will work with the City Administrator to finalize the agenda and format.

The Consultant will provide:

- Professional facilitation.
- Meeting agenda and presentation.
- Participant workbooks and materials.
- Computer and projector.
- Facilitation supplies and equipment.
- Set-up and tear-down.
- Facilitation of the Department Directors session.
- Facilitation of the City Leadership session.

The City will provide:

- Appropriate meeting space.
- Screen or projection surface.
- Refreshments and/or meals, as desired.
- Participation by the City's leadership team.

### Phase 3 – Document, Review & Action Plan

Following the sessions, MMC will prepare an Executive Summary documenting the major themes, priorities, goals, and recommended actions developed during the process. The final report will include a draft Strategic Plan/Action Plan suitable for review by the City Administrator and City Council. The objective is to provide the City with a concise, practical document that can be used to guide future discussions, budgeting, work planning, and implementation.

## Recommended Two-Session Format

MMC recommends conducting two complementary sessions.

The first session focuses on **department leadership and organizational alignment**. The second brings together **elected officials and directors** to establish broader community and organizational priorities.

This two-step approach allows department directors to first discuss operational issues, accomplishments, opportunities, and priorities. Their collective input can then inform the City Leadership session.

### **Session 1: “One Organization”**

#### **Department Directors Goal Setting & Strategic Planning Workshop**

##### **8:30 – 9:30 Check-in and Team Development**

- a. Opening Remarks – City Administrator
- b. Review Agenda
- c. Session expectations and ground rules
- d. Objectives for the workshop
- e. Building the Team
- f. Communication and Collaboration

##### **9:30 – 10:15 Looking Back – Progress, Projects & Performance**

###### **Focus:**

- a. Review FY2025 & FY2026 Ongoing Projects and New Initiatives Action Plan
- b. Accomplishments and progress
- c. Projects carried forward
- d. Issues and concerns
- e. Emerging opportunities and trends
- f. Organizational challenges

##### **10:15 – 11:15 Looking Forward: Goal Setting & Priorities**

###### **Focus:**

- a. Significant initiatives for the coming year
- b. Department and organizational priorities
- c. Opportunities for greater efficiency and collaboration
- d. Goals and objectives
- e. Ranking and prioritizing initiatives
- f. Identifying actions necessary to move priorities forward

##### **11:15 – 11:30 Summary and Wrap Up Comments**

At the conclusion of the Department Directors’ session, staff will provide their collective input to help inform the City Leadership Goal Setting and Strategic Planning Session.

**Session II: Goal Setting and Strategic Planning for City Leadership**

5:00 – 5:10 Check-in – Opening Remarks – Mayor and City Administrator

5:10 – 6:00 Working as a Team – The Challenge of Public-Sector Leadership

Focus:

- a. Review Agenda
- b. Leadership in today's municipal environment
- c. Roles of elected officials and staff
- d. Communication expectations
- e. Building trust and effective working relationships
- f. Principles for working together as one leadership team

6:00 – 7:00 Building Our Team For Success: Accomplishments and Progress

Focus:

- a. Review FY2025 and FY2026 Ongoing Projects and New Initiatives Action Plan
- b. Review of Recent City Accomplishments for the last two years

7:00 – 7:40 Current Affairs: Issues, Opportunities & Trends

Focus:

- a. Review Issues, Concerns, Opportunities, and Trends
- b. Review of Management in Progress

7:40 – 8:20 Looking Ahead: Proposed Priorities & Solutions

- a. Review Proposed Programs, Policies, Projects, and New Initiatives
- b. Identification of high-priority issues
- c. Identifying realistic and achievable outcomes
- d. Ranking of Priorities for FY 2027 and FY 2028

8:20-8:45 Working as a Team: Roles & Preliminary Action Planning

Focus:

- a. Clarifying roles and responsibilities
- b. Establishing expectations
- c. Identifying next steps
- d. Preliminary implementation priorities
- e. Accountability and follow-through

8:45 – 9:00 Summary and Wrap Up Comments

## Proposed Project Schedule

The engagement is designed to be completed in approximately 90 days, with the majority of the work occurring during the discovery, facilitation, and reporting phases.

| DATE               | TASK                                                                                                         |
|--------------------|--------------------------------------------------------------------------------------------------------------|
| September 2026     | City Administrator to consider proposal and approve contract with Consultant (or within 30 days of proposal) |
| September 24, 2026 | Goal Setting Questionnaires go out to City Administrator, Department Directors, Mayor, and Council Members   |
| October 12, 2026   | Goal Setting Questionnaires due from City Administrator, Department Directors, Mayor, and Council Members    |
| October 21, 2026   | Department Directors Strategic Planning Workshop                                                             |
| November 9, 2026   | City Leadership Goal Setting and Strategic Planning Workshop                                                 |
| November 15, 2026  | Consultant submits Executive Report to City Administrator for Review                                         |
| December 2026      | Council approves Report/Action Plan                                                                          |

## Professional Fees and Payment Policy

The Consulting fee for strategic goal setting sessions is as follows:

| Phases                                                                                                                                                                                                                                             | Fee                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Phase 1 – Discovery & Preparation<br>Preparation of and conducting digital questionnaires/interviews for up to twenty (20) shareholders, public input survey, and preparation of the retreats, including agendas, materials, and presentation..... | \$2,200.00         |
| Phase 2 – Meet and Retreat:<br>Set up, Facilitation, and Tear Down for two sessions.....                                                                                                                                                           | \$ 1,100.00        |
| Phase 3 – Executive Report<br>Consultant will provide an Executive Summary and Strategic Plan.....                                                                                                                                                 | <u>\$ 400.00</u>   |
| Consulting fee for all phases .....                                                                                                                                                                                                                | <b>\$ 3,700.00</b> |

Fees are payable in two equal installments:

- **First payment:** \$1,850, plus any expenses incurred are due upon completion of the Department Directors Strategic Planning Workshop.
- **Final payment:** \$1,850, plus any expenses incurred are due within ten (10) days of receipt of the final report and invoice following the City Leadership Workshop.

## Approval to Proceed

If the above meets with your approval, please sign below, and return one original to me.

\_\_\_\_\_  
Thomas M. Wieseler, Mayor

\_\_\_\_\_  
Elizabeth A. Hansen, President  
Midwest Municipal Consulting, LLC

## Elizabeth A. Hansen, ICMA-CM, SHRM-CP



### Contact Information



1210 NE 29<sup>th</sup> Street  
Ankeny, IA 50021



515-391-9816



Ehansen.mmc@gmail.com



[midwestmunicipalconsulting.com](http://midwestmunicipalconsulting.com)

"Every community is unique, and we strive to provide our clients with personal attention and professional services to help strengthen their organization and focus on the future."



**Midwest Municipal Consulting**

### Education

University of South Dakota, Vermillion, South Dakota  
Master of Public Administration

### Accreditation

Credentialed City Manager from the International City/County Manager's Association  
Certified Human Resource Manager from the National Society of Human Resource Management

### Biography

Elizabeth Hansen, Founder and President of Midwest Municipal Consulting, L.L.C., is pursuing her passion to serve clients with organizational effectiveness training, short and long-term goal setting, strategic and action planning. Hansen and her team will also assist with capital improvement and equipment replacement planning and a variety of human resource needs, including executive professional searches filling critical leadership positions.

A native of the Midwest, Ms. Hansen has over 20 years of experience in local government management, including as City Administrator in Elk Point, South Dakota as well as Jefferson, Nevada, Windsor Heights, and West Liberty, Iowa. She currently works as Director of Administrative Services for the City of Clive, Iowa; managing the Finance, City Clerk, and Human Resources Departments. Her communities benefited from her leadership and proficiency in community visioning and financial planning. These skills, abilities, and experiences are vital tools to promote and develop growth in rural and small communities throughout the Midwest.

**Acknowledgements**

Since 2020, Midwest Municipal Consulting, LLC is recognized as a Targeted Small Business in Iowa by the Iowa Department of Economic Authority.

Hansen was named Manager of the Year in 2014 by the Iowa City/County Management Association, and in 2007 she became the first recipient of the organization's Emerging Leader award.

**Affiliations**

International City/County Manager's Assn.  
Past committee and member since 2002

Iowa City/County Manager's Association  
Past executive board, lecturer and member  
from 2004 - 2021

Iowa League of Cities  
Past board, committee member, lecturer and  
member since 2004

Iowa Municipal Professional Institute  
Lecturer in 2016, 2017 and 2020

National Society for Professional Human  
Resource Management  
Member since 2018

Central Iowa Human Resource Management  
Member 2018 -2021

Ms. Hansen's history as a City Administrator and her connections across the State of Iowa enables her to combine the knowledge of the municipal profession to assist clients to help strengthen organizations and bring the solution into focus.



## **K. Reports-Received/File**



# Mt. Vernon-Lisbon Police Department

Jason C. Blinks  
Chief of Police

## August 2026 Monthly Report

### Vehicle Collisions

There was a total of 5 reported collisions during the month. There were 4 collisions in Mount Vernon. Collision 1 occurred on Hwy 30 when unit 1 struck a deer. Damage was estimated at \$1,000 and no injuries were reported. Collision 2 occurred on the 600 block of W 1<sup>st</sup> St when unit 1, which was legally parked, was struck by unit 2. Damage was estimated at \$100 and no injuries were reported. Collision 3 occurred on the 100 block of N. 1<sup>st</sup> Ave when unit 1 was stopped for a red light and was rear-ended by unit 2. Damage was estimated at \$10,000 and no injuries were reported. Collision 4 occurred on the 500 blk of W. 1<sup>st</sup> St. when unit 1, which was legally parked, was struck by unit 2. Damage was estimated at \$7,000 and no injuries were reported.

There was 1 collision in Lisbon. Collision 1 occurred on Hwy 30 when unit 1 struck a deer. Damage was estimated at \$7,000 and minor injuries were reported.

### Incidents/Arrest

There were 27 reported incidents during the month. In Mount Vernon, there were 17 reports which included: animal bite (x2), assault (x2), burglary, criminal mischief, extortion, hit and run (x2), OWI, medical, agency assist- eluding, theft, driving while license suspended (x2), violation of no contact order, and agency assist- warrant.

In Lisbon, there were 10 reports which included: animal neglect, assault, found property, medical (x2), abandoned vehicle, driving while barred, possession of drug paraphernalia, possession of a controlled substance, and agency assist- warrant.

During the month, officers had 8 arrests. In Mount Vernon there were 5, including: OWI, warrant- other agency, no contact order violation (x2), and assault.

In Lisbon there were 3, including assault, warrant- other agency, and driving while barred.

### Community Service/Training/Misc.:

- Officers D. Frankfurt and Kelley graduated from the ILEA
- Monsters Memorial was installed
- Lisbon time (administration, call for service, patrol): 316 hours

|                  | Aug | July | June | May | Apr | Mar |
|------------------|-----|------|------|-----|-----|-----|
| Administrative   | 28  | 28   | 15   | 49  | 19  | 49  |
| Call for service | 30  | 25   | 25   | 12  | 13  | 17  |
| Patrol           | 258 | 242  | 202  | 237 | 250 | 202 |
|                  | 316 | 295  | 242  | 297 | 281 | 268 |

380 Old Lincoln Highway  
Mount Vernon, Iowa 52314

319-895-6141 (office)  
319-895-6617 (fax)



# Mt. Vernon-Lisbon Police Department

Jason C. Blinks  
Chief of Police

K9:

Grom was deployed twice, once for tracking an individual who fled the scene and once to search for narcotics.

GTSB:

During August, officers worked 30 hours of GTSB which resulted in: 1 seat belt warning, 15 speed warnings, 6 speed citations, 5 hands free citations, 8 hands free warnings, 1 stop sign citation, 4 other traffic citation, and 17 other traffic violation warnings.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jason Blinks".

Chief of Police



Mount  
Vernon  
IOWA

Chris Nosbisch, City Administrator  
Jason Blinks, Chief of Police

**Thomas M. Wieseler, Mayor**

## **Council:**

Scott Rose  
Paul Tuerler  
Craig Engel  
Mark Andresen  
Sherene Hansen Player

---

### **Public Works Report 9/21/2026 Council Meeting**

This may sound like a broken record, but things have been a bit repetitive the last few weeks with the weather and duties.

#### **Routine Duties**

Our team has been trying to keep up with the mowing and trimming at all the city facilities and parks. It has been challenging with the off and on rain events.

Normal tasks such as grave digging, grave backfilling, grave settling, garbage, parks maintenance, brush pick-up/tree maintenance, building maintenance, TurfTank field painting, and HubSpot tickets have been taken care of.

#### **PW Site**

As always, there has been an ongoing effort from the team to keep up with processing and organizing material at the compost site.

#### **Projects**

I hope we did not hurt too many people's feelings by doing a substantial pruning on the big willow tree that sits in the city ROW at 212 5<sup>th</sup> St. NW. We were getting too many complaints from residents and Republic Refuse. The clearances were way out of compliance and because willows can grow so fast, we trimmed up limbs higher than what our policy outlines for street and sidewalk clearance.



**Mount  
Vernon**  
IOWA

Chris Nosbisch, City Administrator  
Jason Blinks, Chief of Police

**Thomas M. Wieseler, Mayor**

**Council:**

Scott Rose  
Paul Tuerler  
Craig Engel  
Mark Andresen  
Sherene Hansen Player

---

The team has put effort into getting the uptown signage completed on the new signposts that we installed earlier this summer. The delay was because we were waiting for new signs to get delivered. After receiving the new signs, time and staff became obstacles for us.

Assessing some concrete projects that need attention have been temporarily put on hold because of the rain. We will be getting a few storm intakes fixed, sidewalks repaired, and sculpture pads poured soon.

Time has gone by fast and we are approaching fall already. Some time has been spent getting the brine shed set up for the winter months. Texturing and painting the walls and ceiling is our first step. We will get the plumbing and wiring to pumps completed next. Then we will need to build a deck for the brine making reservoir and get the brine tanks moved inside.

In an effort to keep Brecke moving seamlessly on our sanitary hook-up, we've had to move equipment, materials and supplies around on the lot. The hook-up is now complete, but we need to wait another 30 days before we will actually be able to utilize bathrooms, sinks, and floor drains. Soooo close!

**Misc.**

We did not receive the tree grant from the state this time. I believe we can reapply in the spring and/or next fall for the same grant. In the meantime, we may need to hire out some removals for some badly decaying ash and maple trees that are in our city ROW's. We

---



Mount  
Vernon  
IOWA

Chris Nosbisch, City Administrator  
Jason Blinks, Chief of Police

**Thomas M. Wieseler, Mayor**

**Council:**

Scott Rose  
Paul Tuerler  
Craig Engel  
Mark Andresen  
Sherene Hansen Player

---

will attempt to get some of the smaller removals done ourselves when the cooler temps allow us to slow down with mowing.

**“You cannot do kindness too soon, for you never know how soon it will be too late.” – Ralph Waldo Emerson**

**Eldon Downs**  
**City of Mt. Vernon**  
**Public Works Director**  
**563-331-0424**  
[edowns@cityofmtvernon-ia.gov](mailto:edowns@cityofmtvernon-ia.gov)



Mount  
Vernon  
IOWA

Chris Nosbisch, City Administrator  
Jason Blinks, Chief of Police

**Thomas M. Wieseler, Mayor**

**Council:**

Scott Rose  
Stephanie West  
Paul Tuerler  
Craig Engel  
Mark Andresen

---

Parks and Recreation Department  
Directors Report  
August 15 - September 15

Parks

- We are currently collecting ideas for playgrounds at Elliott, Davis, and Bryant.***

Sports

- Fall Soccer and Flag Football started August 26<sup>th</sup>.***
- Fall soccer has 166 kids and 19 teams up from 152 kids and 17 teams from last year.***
- Flag Football has 66 kids and 7 teams, down from 81 from last year.***
- Football Buddies has 22 kids registered, same as last year.***

Pool

- Attendance at the pool was decent towards the end of the season due to cooler temperatures.***
- Woodruff Construction will begin working on the issues at hand the day after the Dog Swim on September 9<sup>th</sup>.***
- The Doggie Swim on September 8<sup>th</sup> was well attended with 64 dogs from 9 different communities registered and \$385 was raised.***

Misc

- LBC visits have remained steady at 216 patrons/day for August, up from 177 last year .We were closed for three full days August 14 thru 16. Facility Rentals have remained steady. Group Fitness Classes attendance has remained steady. Memberships remain close to the same as last year.***
- On Saturday, September 5<sup>th</sup> the LBC hosted the Shirley Ryan Invitational Volleyball Tournament. Everything went well and there was quality volleyball all day.***

## **M. Reports Mayor/Council/Admin.**



City of Mount Vernon, IA

# Treasurers Report Summary

Date Range: 08/01/2026 - 08/31/2026

| Fund                               | Beginning<br>Cash Balance | Revenues            | Expenses            | Net Change<br>Assets | Net Change<br>Liabilities | Calculated<br>Ending Balance | Actual<br>Ending Balance | Calculated -<br>Actual Ending |
|------------------------------------|---------------------------|---------------------|---------------------|----------------------|---------------------------|------------------------------|--------------------------|-------------------------------|
| 001 - GENERAL FUND                 | 246,677.91                | 61,324.58           | 269,091.42          | 0.00                 | 0.00                      | 38,911.07                    | 38,911.07                | 0.00                          |
| 002 - POLICE FORFEITURE ACCOUNT    | 2,507.16                  | 0.85                | 0.00                | 0.00                 | 0.00                      | 2,508.01                     | 2,508.01                 | 0.00                          |
| 005 - FRANCHISE FEE                | 25,731.09                 | 65,948.99           | 192,480.07          | 0.00                 | 0.00                      | -100,799.99                  | -100,799.99              | 0.00                          |
| 006 - BUSINESS 30                  | 7,816.16                  | 0.00                | 0.00                | 0.00                 | 0.00                      | 7,816.16                     | 7,816.16                 | 0.00                          |
| 110 - ROAD USE TAX FUND            | 651,347.06                | 66,419.56           | 35,726.84           | 0.00                 | 0.00                      | 682,039.78                   | 682,039.78               | 0.00                          |
| 111 - INSURANCE LEVY               | -81,922.94                | 73.79               | 0.00                | 0.00                 | 0.00                      | -81,849.15                   | -81,849.15               | 0.00                          |
| 112 - BENEFIT LEVY FUND            | 5,744.08                  | 340.36              | 0.00                | 0.00                 | 0.00                      | 6,084.44                     | 6,084.44                 | 0.00                          |
| 115 - LOW-MODERATE INCOME FUND     | 98,644.98                 | 0.00                | 62,100.00           | 0.00                 | 0.00                      | 36,544.98                    | 36,544.98                | 0.00                          |
| 125 - TIF                          | 745,293.99                | 806.23              | 900,562.43          | 0.00                 | 0.00                      | -154,462.21                  | -154,462.21              | 0.00                          |
| 140 - CAPITAL IMPROVEMENT PROJECTS | 0.00                      | 0.00                | 0.00                | 0.00                 | 0.00                      | 0.00                         | 0.00                     | 0.00                          |
| 141 - CIP/FIRE DEPARTMENT/TAX LEVY | 463,545.22                | 59.70               | 0.00                | 0.00                 | 0.00                      | 463,604.92                   | 463,604.92               | 0.00                          |
| 163 - WTP DEPRECIATION             | 100,000.00                | 0.00                | 0.00                | 0.00                 | 0.00                      | 100,000.00                   | 100,000.00               | 0.00                          |
| 200 - DEBT SERVICE FUND            | 24,811.31                 | 1,932,370.00        | 0.00                | 0.00                 | 0.00                      | 1,957,181.31                 | 1,957,181.31             | 0.00                          |
| 303 - LOST III STREETS & SIDEWALKS | 473,600.90                | 48,526.66           | 446,240.00          | 0.00                 | 0.00                      | 75,887.56                    | 75,887.56                | 0.00                          |
| 304 - LOST III COMMUNITY CENTER    | 1,293,235.99              | 22,057.57           | 0.00                | 0.00                 | 0.00                      | 1,315,293.56                 | 1,315,293.56             | 0.00                          |
| 305 - LOST III TRAILS/PARKS        | 365,106.35                | 8,823.03            | 152.34              | 0.00                 | 0.00                      | 373,777.04                   | 373,777.04               | 0.00                          |
| 306 - LOST III UR & STREETSCAPE    | 18,090.36                 | 8,823.04            | 1,723.87            | 0.00                 | 0.00                      | 25,189.53                    | 25,189.53                | 0.00                          |
| 307 - 2024 INFRASTRUCTURE          | -2,684.00                 | 0.00                | 0.00                | 0.00                 | 0.00                      | -2,684.00                    | -2,684.00                | 0.00                          |
| 308 - SIDEWALK PROJECT             | -12,308.83                | 200.00              | 13,634.90           | 0.00                 | 0.00                      | -25,743.73                   | -25,743.73               | 0.00                          |
| 315 - PW FACILITIES                | -277,351.02               | 0.00                | 0.00                | 0.00                 | 0.00                      | -277,351.02                  | -277,351.02              | 0.00                          |
| 316 - REMOTE READ METER PROJ       | 273,256.26                | 0.00                | 0.00                | 0.00                 | 0.00                      | 273,256.26                   | 273,256.26               | 0.00                          |
| 317 - ARPA LINN COUNTY GRANT       | -5,539.13                 | 0.00                | 0.00                | 0.00                 | 0.00                      | -5,539.13                    | -5,539.13                | 0.00                          |
| 318 - BRYANT ROAD SANITARY SEWER   | -7,362.22                 | 0.00                | 7,013.42            | 0.00                 | 0.00                      | -14,375.64                   | -14,375.64               | 0.00                          |
| 320 - DAVIS PARK IMPROVEMENTS      | 158,514.47                | 0.00                | 0.00                | 0.00                 | 0.00                      | 158,514.47                   | 158,514.47               | 0.00                          |
| 323 - GLENN ST/CHI/COTTONWOOD      | 5,790.45                  | 0.00                | 0.00                | 0.00                 | 0.00                      | 5,790.45                     | 5,790.45                 | 0.00                          |
| 324 - POOL RENOVATIONS             | 9,145.00                  | 0.00                | 0.00                | 0.00                 | 0.00                      | 9,145.00                     | 9,145.00                 | 0.00                          |
| 325 - RACHEL STREET/KWIK STAR      | 605,980.04                | 0.00                | 136,340.92          | 0.00                 | 0.00                      | 469,639.12                   | 469,639.12               | 0.00                          |
| 326 - 2025 UPTOWN LIGHTING         | -15,012.03                | 0.00                | 0.00                | 0.00                 | 0.00                      | -15,012.03                   | -15,012.03               | 0.00                          |
| 328 - HWY 1 RECONSTRUCTION         | -20,455.00                | 0.00                | 74,519.43           | 0.00                 | 0.00                      | -94,974.43                   | -94,974.43               | 0.00                          |
| 500 - PERPETUAL CARE               | 107,735.00                | 190.00              | 0.00                | 0.00                 | 0.00                      | 107,925.00                   | 107,925.00               | 0.00                          |
| 600 - WATER FUND                   | 405,182.40                | 68,305.76           | 210,766.86          | 0.00                 | 0.00                      | 262,721.30                   | 262,721.30               | 0.00                          |
| 610 - SEWER FUND                   | -33,402.71                | 75,669.03           | 235,885.84          | 0.00                 | 0.00                      | -193,619.52                  | -193,619.52              | 0.00                          |
| 620 - STORM WATER FUND             | -91,033.00                | 6,668.21            | 4,249.72            | 0.00                 | 0.00                      | -88,614.51                   | -88,614.51               | 0.00                          |
| 670 - SOLID WASTE                  | 315,079.18                | 52,766.67           | 126,241.39          | 0.00                 | 0.00                      | 241,604.46                   | 241,604.46               | 0.00                          |
| 675 - LBC                          | -9,032.89                 | 32,677.79           | 58,589.83           | 0.00                 | 0.00                      | -34,944.93                   | -34,944.93               | 0.00                          |
| <b>Report Total:</b>               | <b>5,846,731.59</b>       | <b>2,452,051.82</b> | <b>2,775,319.28</b> | <b>0.00</b>          | <b>0.00</b>               | <b>5,523,464.13</b>          | <b>5,523,464.13</b>      | <b>0.00</b>                   |

---

**CITY OF MT. VERNON  
CITY ADMINISTRATOR  
REPORT TO THE CITY COUNCIL  
September 21, 2026**

---

- The Mayor and I will be meeting with Charlie Nichols (Linn County Planning and Development) regarding a Rural Development Support position on Thursday, October 1, 2026.
- The Iowa League of Cities Annual Conference will be held in Bettendorf, September 23, 2026, through September 25, 2026.