

CITY COUNCIL REGULAR COUNCIL MEETING  
MONDAY, FEBRUARY 9<sup>TH</sup> 2026 at 7:00 PM  
CITY HALL COUNCIL CHAMBERS  
TENTATIVE AGENDA

REGULAR SESSION

1. CALL TO ORDER/ROLL CALL
2. PLEDGE OF ALLEGIANCE.
3. CONSENT AGENDA
  - A. Approve Agenda
  - B. Approve Minutes of January 26<sup>th</sup>, 2026
  - C. Approve List of Bills
  - D. Approve January Treasurer's Report
  - E. Approve Utility Refund
  - F. Approve Liquor License for Beau Dylans, Inc.
4. PUBLIC INPUT. This is the time and place for discussion items not already on the agenda with a time limit of 3 minutes each.
5. MISC.
  - A. Review of the Lisbon Historic Preservation CLG Annual Report
6. PUBLIC HEARINGS, ORDINANCES, RESOLUTIONS (Discussion and Possible Action)
  - A. Resolution 05-2026 Property Lien for Utility Fees
  - B. Resolution 06-2026 Library Board Member
  - C. Set Public Hearing for Engineers Report on the Preliminary Plat for the City of Lisbon EMS District for March 9<sup>th</sup>, 2026
7. CORRESPONDENCES
8. REPORTS
  - A. City Engineer Report
  - B. Public Works Director Report
  - C. Parks & Rec Director Report
  - D. Police Department Report
  - E. Ambulance Director Report
  - F. Library Director Report
  - G. Fire Chief/City Administrator's Report
  - H. Council & Mayor Reports
9. Adjourn

Join Zoom Meeting

<https://us02web.zoom.us/j/84664611127?pwd=mk3njDzKcvblyxCKy9TF5eBAEQAlvf.1>

Meeting ID: 846 6461 1127

Passcode: 531353

**(Subject to Approval)**  
**CITY OF LISBON**  
**REGULAR COUNCIL MEETING MINUTES**  
**January 26<sup>th</sup>, 2026**

**CALL TO ORDER:** The City Council of Lisbon, Iowa, met in regular session on January 26<sup>th</sup>, 2026, at 7:00p.m. with Mayor Doug O'Connor presiding. The following City Council members were present: John Bardsley, Rawley Alger and Nathan Smith. Kevin Steele was present via zoom. Rick Scott was absent.

**OTHERS PRESENT:** Brandon Siggins, Travis Bagby, Drayton Kamberling, Jacob Lindauer, and Jason Blinks.

**CONSENT AGENDA:** Motion by Bardsley, seconded by Smith to approve the consent agenda consisting of minutes of January 12<sup>th</sup>, 2026, and list of bills. All Ayes. Motion carried 4-0.

Council reviewed budgets for General, LOST, Ambulance, Parks and Recreation and Solid Waste departments.

Motion by Bardsley, seconded by Alger to approve Resolution 04-2026 Non-Contract Employee Wage Scale. Roll call vote. Ayes: Bardsley, Steele, Smith, and Alger. Absent: Scott. Nays: None. Motion carried 4-0.

The council received the following reports from city departments:

Public Works Director Travis Bagby – prebuilding complex walls, maintenance and truck repairs.

Parks & Recreation Director Drayton Kamberling – boys' basketball is started, working on field space and spring soccer prep.

Police Chief Jason Blinks – Hired one full-time and one part-time officer.

Ambulance Director Jacob Lindauer – upcoming community CPR class.

City Administrator Brandon Siggins – the fire department had 336 calls for 2025, currently has five new applicants. Working on budget, work comp webinar, complex partnerships, quotes for grant and new bids for concession stands. Banners are done and Mediacom will be working on a fiber project. Bre has started as this is Marsha's last week, there will be a reception open to the public on Thursday January 29th.

Mayor and council thanked Marsha Lasack for her years of service to the City of Lisbon and service crews for working during the cold temperatures.

Mayor Doug O'Connor adjourned the meeting at 7:50pm.

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Christina Eicher, City Clerk

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Doug O'Connor, Mayor

## CITY OF LISBON LIST OF CLAIMS 2-9-2026

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ACCESS SYSTEMS	TECH SUPPORT	992.21
AFLAC	INSURANCE	254.28
ALLIANT UTILITIES	UTILITIES	4,180.24
BRECKE INC.	CITY HALL QUARTERLY HVAC	120.80
CARQUEST OF LISBON	VEHICLE MAINTENANCE	887.98
COLLECTION SERVICES	PAYROLL DEDUCTION	54.39
DELTA DENTAL OF IOWA	VISION INSURANCE - EMPLOYEE	7.36
DIESEL-TURBO SERVICE	VEHICLE MAINTENANCE	7,427.62
FREEDOM HYDRAULICS, INC.	LEAF VAC MAINTENANCE	737.51
HILLS BANK	FEDERAL W/H	9,714.41
HOVE, FLETCHER	BASKETBALL REF	280.00
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	1,011.26
INTERSTATE BILLING SERVICE	SKIDLOADER PARTS	7.10
IOWA ONE CALL	LOCATES	17.20
IPERS	IPERS-REG	10,141.82
JOHNSON COUNTY REFUSE INC	JANUARY REFUSE	14,444.25
KAHL, KLAYTON	BASKETBALL REF	160.00
LINN COOP OIL CO.	FUEL CHARGES	638.20
MECHANICSVILLE TELEPHONE CO.	PHONE SERVICES	637.83
MEEKS, RYDER	BASKETBALL REF	120.00
MENARDS	CLOTHING ALLOWANCE - RODMAN	261.83
MIDWEST SAFETY COUNSELORS	INSTRUMENT CALIBRATION	280.00
MIDWEST TAPE LLC	LIBRARY MATERIALS	229.97
MISCELLANEOUS VENDOR	UTILITY REFUNDS	147.46
MT. VERNON ACE HARDWARE	OPERATING SUPPLIES	248.78
MUNICIPAL SUPPLY INC	METERS	10,337.26
OVERDRIVE INC	LIBRARY EBOOKS	28.03
RICKARD SIGN & DESIGN LLC	CITY BANNERS	1,248.00
SCHIMBERG CO.	WWTP VALVE	175.99
SCHUMACHER ELEVATOR COMPANY	LIBRARY ELEVATOR MAINTENANCE	189.86
SIMMERING-CORY IOWA CODIFICATION	ORDINANCE UPDATE	169.00
STAR EQUIPMENT	STREETS RENTAL EQUIPMENT	770.00
STATE HYGIENIC LABORATORY	TESTING	1,619.00
STUDENT PUBLICATIONS, INC.	PUBLICATIONS - LEGAL	433.37
SUN LIFE FINANCIAL	LIFE INSURANCE - EMPLOYEE	27.72
TREASURER STATE OF IOWA	STATE W/H	2,163.04
U.S. CELLULAR	WIRELESS SERVICES	122.52
U.S. POSTAL SERVICE	POST OFFICE BOX FEE	126.00
UNTOUCHABLE SERVICES	VEHICLE MAINTENANCE SUPPLIES	106.88
VEENSTRA & KIMM INC.	WELL 5 ENGINEERING	719.00
WELLMARK BLUE CROSS	HEALTH INSURANCE - EMPLOYEE	735.36
PAYROLL		35,232.58

**GRAND TOTAL: \$ 107,206.11**

<b>FUND</b>	<b>TOTAL</b>
001 GENERAL FUND	27,423.90
010 CABLE TV	150
110 ROAD USE TAX	16,780.74
112 EMPLOYEE BENEFIT FUND	5,611.86
337 SPORTS COMPLEX PHASE 1	71.43
339 NEW CITY WELL	719
600 WATER FUND	19,351.49
605 UTILITY DEPOSIT FUND	147.46
610 SEWER FUND	19,683.02
670 SOLID WASTE FUND	17,267.21

**GRAND TOTAL: \$ 107,206.11**

<b>JANUARY FUND REVENUES</b>	<b>TOTALS</b>
001 GENERAL FUND	29,018.56
110 ROAD USE TAX	25,712.07
112 EMPLOYEE BENEFITS	789.86
121 LOCAL OPTION SALES TAX	51,090.75
125 TIF FUND	1,400.11
200 DEBT SERVICE FUND	1,034.48
339 NEW CITY WELL	73,933.98
510 CEMETERY PERPETUAL CARE FUND	980.00
600 WATER FUND	39,031.25
605 UTILITY DEPOSIT FUND	750.00
610 SEWER FUND	34,477.68
611 SEWER SINKING FUND	16,496.40
670 SOLID WASTE FUND	20,854.74

**GRAND TOTAL: \$295,569.88**

CITY OF LISBON  
CLERK/TREASURER REPORT-- January 2026

FUNDS	BEG BAL CHECKING	MTD REVENUES	MTD EXPENSES	TRANSFERS IN/OUT	END BAL CHECKING	INVESTMENT	PETTY CASH	TOTAL CHECKING/INV	O/S Checks	O/S Deposits	BANK BAL
001	GENERAL FUND	442,086.07	28,363.71	(141,092.49)	329,357.29	46,813.86	100.00	376,271.15	26,844.35	1,294.31	354,907.33
002	LIBRARY FUND	-	100.00	-	-	76,835.56	-	76,835.56	-	-	0.00
003	PARKS/RECREATION	3,801.75	0.87	-	3,802.62	-	-	3,802.62	-	-	0.00
004	HISTORY CENTER	1.00	-	-	1.00	-	-	1.00	-	-	0.00
005	TREES FUND	2,566.58	0.59	-	2,567.17	1,286.82	-	3,853.99	-	-	2,567.17
006	VEIS FUND--HWY 30	-	-	-	-	3,786.55	-	3,786.55	-	-	0.00
007	POLICE FORFEITURE FUND	-	-	-	-	1,002.43	-	1,002.43	-	-	0.00
010	CABLE TV	5,437.60	553.39	(150.00)	5,840.99	1,002.43	-	5,840.99	-	-	5,840.99
011	VETERANS FUND	2,947.93	-	-	2,947.93	-	-	2,947.93	-	-	2,947.93
020	HOUSING REHABILITATION FUND	-	-	-	-	-	-	-	-	-	0.00
051	EMA CAP EQUIP	1,652.65	-	-	1,652.65	18,341.89	-	19,994.54	-	-	1,652.65
052	CITY HALL CAP IMPR FUND	5,097.50	-	-	5,097.50	-	-	5,097.50	-	-	5,097.50
053	LIBRARY CAPITAL IMPROVEM	8,174.92	-	-	8,174.92	-	-	8,174.92	-	-	8,174.92
055	FIRE CAP. IMP. FUND	54,061.75	-	-	54,061.75	-	-	54,061.75	-	-	54,061.75
056	HISTORY CENTER-CH-CAP IMPR	3,264.20	-	-	3,264.20	-	-	3,264.20	-	-	3,264.20
060	PARK CAP. IMP. FUND	110,671.40	25,712.07	(31,047.84)	110,671.40	-	-	110,671.40	-	-	110,671.40
110	ROAD USE TAX	121,634.19	-	-	116,298.42	-	-	116,298.42	-	-	120,714.79
111	S.A. REPAIR FUND	25,000.00	-	-	25,000.00	-	-	25,000.00	-	-	25,000.00
112	EMPLOYEE BENEFIT	167,492.27	789.86	(17,434.30)	150,847.83	-	-	150,847.83	-	-	162,922.39
113	RD USE CAP EQUIP	35,000.00	-	-	35,000.00	-	-	35,000.00	-	-	35,000.00
121	LOCAL OPTION SALES TAX FUND	211,172.62	51,090.75	(7,893.50)	262,263.37	-	-	262,263.37	-	-	262,263.37
125	TIF FUND	77,522.15	1,400.11	-	71,028.76	-	-	71,028.76	-	-	71,028.76
126	DOWNTOWN REINVEST PROGRAM	-	-	-	-	-	-	-	-	-	0.00
130	LMI-TIF NOVAK	87,588.83	-	-	87,588.83	-	-	87,588.83	-	-	87,588.83
133	BUDGET BLINDS REBATE	-	-	-	-	-	-	-	-	-	0.00
200	DEBT SERVICE FUND	410,033.49	1,034.48	-	411,067.97	-	-	411,067.97	-	-	411,067.97
210	\$5,250 MIL BOND 2019	-	-	-	-	-	-	-	-	-	0.00
304	SPLASH PAD/WADING POOL	1,665.00	-	-	1,665.00	509,628.64	-	366,034.08	158.93	-	1,665.00
337	SPORTS COMPLEX	(143,435.63)	-	(158.93)	(143,594.56)	-	-	(143,594.56)	-	-	(143,435.63)
338	WATER LINE REHAB	35,116.62	73,933.98	(1,938.20)	49,739.07	56,794.20	-	49,739.07	-	-	35,116.62
339	NEW CITY WELL	(22,256.71)	980.00	-	26,472.73	-	-	83,266.93	-	-	49,739.07
510	CEMETERY PERPETUAL CARE FUND	25,492.73	39,031.25	(29,905.61)	104,313.66	-	-	104,313.66	-	-	26,472.73
600	WATER SINKING FUND	95,188.02	-	-	(980.00)	-	-	95,188.02	-	-	115,138.70
601	WATER SINKING FUND	(980.00)	-	-	10,000.00	-	-	9,020.00	-	-	(980.00)
602	WATER RESERVE FUND	10,000.00	-	-	10,000.00	-	-	10,000.00	-	-	10,000.00
603	WATER IMPROVEMENT FUND	10,000.00	-	-	10,000.00	-	-	10,000.00	-	-	10,000.00
605	UTILITY DEPOSIT FUND	38,332.08	750.00	(100.00)	38,982.08	-	-	38,982.08	-	-	39,199.36
610	SEWER FUND	(35,948.94)	34,477.68	(34,170.41)	(35,641.67)	-	-	(35,641.67)	-	-	(20,017.03)
611	SEWER SINKING FUND	209,943.42	16,496.40	-	226,439.82	-	-	226,439.82	-	-	226,439.82
670	SOLID WASTE FUND	67,043.99	20,854.74	(21,945.27)	65,953.46	-	-	65,953.46	-	-	68,816.97
	ADJUSTMENTS	-	-	-	-	-	-	-	-	-	0.00
	TOTALS	2,065,367.48	295,569.88	(285,836.55)	2,075,000.81	714,489.95	100.00	2,789,590.76	73,024.68	1,294.31	2,146,731.18

I hereby certify that the above is true and correct:

Christina Eicher, City Clerk/Treasurer

I certify that I have reviewed the bank statement and treasurer's report for this month

Brandon Stiggins, City Administrator

ACCOUNT	NAME	DATE	TYPE	CK #	AMOUNT	CODE	RECEIPT	DEPOSIT AMOUNT	MEAS
1-8840-09	LINK, SARAH	0/00/00	FINAL BILL	0	47.46CR	100	CC	100.00CR	

TOTAL REFUNDS: 1  
AMOUNT: 47.46CR

ERRORS: 0

\*\* END OF REPORT \*\*

# NOT SUBMITTED

Reviewers cannot see your material until you submit your application. Once you have finished the last step, you will receive a confirmation message and ID number.

## Iowa Economic Development Authority

### SHPO CLG Annual Report 2025

Lisbon Historic Preservation Commission / Rebecca Hess

P. O. Box 68

Lisbon, IA 52253, United States

319-455-0141

lisbonhpc@gmail.com

**Forms** [Edit](#)

## SHPO Certified Local Government Annual Report

\* indicates a required field

*Under the CLG Agreement with the State, local governments and their historic preservation commissions are responsible for submitting an annual report documenting the commission's preservation work and that they have met the requirements of the CLG program.*

*This annual report is also an important tool for your commission to evaluate its own performance and to plan for the coming year.*

*We look forward to hearing from each CLG this year!*

1.

**I am aware this report must be presented and reviewed by either the City Council or the Board of Supervisors prior to submission and requires a signature from either the mayor or the chair of the board of supervisors.**

The signature form is located here:

[https://iowa1.sharepoint.com/:w/s/PublicShares-SHPO2/EWJOyE84x5BEqsMBNQhGagMBGTwUBVRnzrokBawjj6h\\_3w?e=08uYUM](https://iowa1.sharepoint.com/:w/s/PublicShares-SHPO2/EWJOyE84x5BEqsMBNQhGagMBGTwUBVRnzrokBawjj6h_3w?e=08uYUM)

yes

**2. Name of the city, county, or land use district:**

Please choose from the drop down list.

Lisbon Historic Preservation Commission

3.

**Did your commission undertake any survey or identification projects during 2025?**

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the National Historic Preservation Act:

The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.

No

3.1.

**Please explain how your local government plans to meet this CLG requirement in the future?**

Our commission revisits the windshield survey conducted in 2006 on a yearly basis, and discusses possible identification of projects that will benefit from the recognition as an historic site or district.

4.

**Did your commission undertake any registration/nomination projects in 2025?**

The CLG reviews all National Register nominations for any resources that lies within the jurisdiction of the historic preservation commission.

No

5.

**Within your local government's jurisdiction were any National Register of Historic Places listed properties moved or demolished in 2025?**

If you need a list of the properties that are listed on the National Register of Historic Places within your jurisdiction, please contact [historic.preservation@iowaeda.com](mailto:historic.preservation@iowaeda.com)

No

**6. Does your local government designate local landmarks or local districts?**

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at [historic.preservation@iowaeda.com](mailto:historic.preservation@iowaeda.com) before you complete this section.

No

7.

**Has your community passed any ordinances that directly or indirectly impact the preservation of historic resources?**

No

8.

**Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do!**

Please check all that apply!

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties.
- 2) The CLG shall provide for adequate public participation in the local historic preservation programs.

- a. Historic preservation planning. Examples include the development or revision of an preservation plan, development of a work plan for your commission, etc.
- b. Provided technical assistance on historic preservation issues or projects.

Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc.].c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc.

## **8.1.**

**Describe your communities historic preservation planning activities in this calendar year.**

LHPC establishes Goals and Action Plans to guide our work throughout each year. Our Goals and Action Plans for 2025 were as follows:

### **LISBON HISTORIC PRESERVATION COMMISSION**

#### **Goals and Action Plans for 2025**

##### **1. Lisbon Main Street Historic District**

Action Plan 1: Advise the City, Friends of the Lisbon Public Library, and History Center Foundation on recommendations for completing rehabilitation of the Library and History Center buildings.

Action Plan 2: Prepare histories for the buildings in the Main Street Historic District; share with the public using QR Codes, plaques, or other means.

Action Plan 3: Offer a walking tour of the Main Street Historic District during Sauerkraut Days and at other times as requested.

Action Plan 4: Serve as a consulting body to the City and building owners in connection with the Downtown Reinvestment Grant Program.

##### **2. Meyers Farmstead Historic District/Pleasant Grove Heritage Park**

Action Plan 1: Work with the Pleasant Grove Heritage Park Inc., Silos & Smokestacks, to plan for the development of Pleasant Grove Heritage Park.

Action Plan 2: Research grant opportunities to fund rehabilitation of the structures in accordance with the Preservation Plan recommendations.

Action Plan 3: Produce a second oral history interview for the "Iowa Farm Voices" Program through the Grout Museum.

##### **3. National Historic Preservation Month**

Action Plan 1: Work with City Hall officials to declare May as National Historic Preservation Month.

Action Plan 2: Prepare a guest article for The Sun newspaper informing the public of the importance of historic preservation.

Action Plan 3: Host annual activities designed to educate audiences of all ages on the importance of historic preservation.

#### 4. Increase visibility of Lisbon Historic Preservation Commission and Historic Preservation

Action Plan 1: As appropriate, plan special events in coordination with other organizations.

Action Plan 2: Continue to improve communications with City Council members, City staff, and our City Council liaison; also meet regularly with the City Administrator and Council.

Action Plan 3: Use technology to expand the connection between the work of the LHPC and the broader community through our website, social media (Facebook and YouTube), and press releases to The Sun newspaper.

Action Plan 4: Seek ways to promote the portion of the Lincoln Highway that runs through our community.

#### 5. Certified Local Government Program Annual Report

Action Plan 1: Prepare and submit annual report by specified due date.

Action Plan 2: Present the annual report to the Mayor and City Council, as required.

#### 6. Involve additional community members and others in the work of the Commission

Action Plan 1: Encourage community members to lend their expertise to LHPC projects of interest.

Action Plan 2: Collaborate on projects of mutual interest with our many partners at the local, county, and regional level.

#### 7. State-Approved Historic Preservation Training

Action Plan 1: Identify and attend training opportunities available through the State Historic Preservation Office, the National Alliance for Preservation Commissions, and other organizations.

#### 8. Sesquicentennial of Lisbon 2025

Action Plan 1: Collaborate with local organizations to plan, develop and carry out celebration activities throughout the year.

### 8.2.

#### **Describe your communities assistance with preservation issues or projects in this calendar year.**

Please be specific (address(es) of the property(ies), what was the issue(s), what assistance was provided.

Each year LHPC assists the city in the process of selecting applicants to receive funding from their Downtown Reinvestment Grant Program. These grants are for the restoration and rehabilitation of our Main Street Historic District

commercial buildings.

We recommended the approval of the following projects; Exterior projects received 60% funding of total project cost with a maximum \$10,000.00; interior projects received 50% funding of total project cost with a maximum \$5,000.00.

Nina Scott. StART Creating at 141 East Main St. New awning on front entry.

Casey and Luke Krall. 114 East Main St. New roof.

Steve Wilson. 104 East Main St. New front entry to second floor apartments.

Laura Baxa. Indulgence Salon at 111 East Main St. New main level flooring.

LHPC also provided corrections and edits to the Downtown Reinvestment Grant Program application forms. These were accepted by the city and applied to the existing forms available at city hall and their website.

LHPC assisted the Pleasant Grove Heritage Park Inc. non-profit in researching appropriate mortar and gutters/downspouts for the barns in the Meyers Farmstead Historic District located within the park. We also assisted the park with beginning the process of Emerging Site Designation with Silos and Smokestacks.

In June LHPC met with members of the Lisbon Federated/Uncommon Church to discuss possible uses for the building to preserve it now that the church has merged with the Living Hope Global Methodist Church.

### **8.3.**

**Please describe your community's public education programs in his calendar year.**

Please provide specific details such as date of event, description of the event, how many people participated, whether the commission partnered with other organizations.

We used our public education funds in our budget to redesign and print an updated Lisbon Historic Preservation tri-fold brochure. It was distributed by the National Lincoln Highway Association before they passed through Lisbon during their Middle Third Tour from Joliet, Ill, to Cheyenne, Wyoming June 17 – 26, 2025.

The Lisbon third grade teaching staff conducted Preservation Month activities with the students using the blueprint of the activities developed by LHPC.

We arranged for the High School shop class students to visit and observe the stabilization process of the corn crib/hog house in the Meyers Farmstead Historic District. This has been postponed until the spring of 2026 due to

inclement weather this past fall.

LHPC conducted several walking tours of our Main Street Historic District throughout 2025. These include two tours during our August Sauerkraut Days/sesquicentennial celebration. One on Aug 11, the second on Aug 17, and two tours on November 1 offered through the Hills Bank Friends club.

LHPC collaborated with the Lisbon Public Library to offer a presentation by Rich Taylor, the owner of a restored octagonal barn, titled Why Save an Old Barn, on Aug 9.

May marked the creation of an interactive Google Map of Lisbon's historic places by commission member Kibbie. Visitors may click on marked properties to access detailed information on each.

Throughout the year LHPC posted trivia questions about the history of Lisbon as part of the sesquicentennial celebration.

9.

**Were there any issues, challenges or successes your preservation commission encountered or accomplished this year?**

Our successes that stand out for 2025 are the following;

In early 2024 the city's insurance provider deemed the barns in the Meyers Farmstead Historic District uninsurable and the city had until October 2024 the raze the barns if they were not completely restored by then. LHPC and several residents and area organizations pled the case to save this historic district. This culminated in the LHPC assisting the Steve McElmeel family in negotiating the transfer of the property to their newly formed non-profit organization, Pleasant Grove Heritage Park, Inc. (PGHP,Inc)

On Feb 20,2025, the Lisbon City Council voted to accept all terms and sign the transfer agreement of the Pleasant Grove Heritage Park and Meyers Farmstead Historic District to the non-profit PHPG, Inc.

May marked the creation of an interactive Google Map of Lisbon's historic places by commission member Kibbie. Visitors may click on marked properties to access detailed information on each.

Throughout 2025 LHPC along with other organizations and individuals planned and developed a celebration of Lisbon's Sesquicentennial. This celebration took place in Aug for a week that surrounded the annual Lisbon Sauerkraut Days celebration. Activities included a kick-off church service, community breakfast, guided historic walking tours, barn rehabilitation presentation, historic portrayal of Laura Ingalls Wilder, golf tournament, special kids' story time, golf cart/utv poker run, take-down wrestling tournament, movie in the park, extra day of

carnival rides, closing ceremony with the closing of the time capsule, and a daily historic scavenger hunt.

LHPC enjoys a great relationship with our local publication, The Mount Vernon/Lisbon Sun Newspaper. We send them story information and they also often provide their own articles and editorials. Please see document referring to these in the portfolio section of this report.

While working toward these successes we ran in to a few challenges.

One of the main challenges was locating qualified contractors to restore and rehabilitate the buildings of the Meyers Farmstead Historic District. We did finally sign with a contractor but the work had to be postponed until the spring of 2026 due to weather conditions.

Another ongoing challenge has been attracting commission members. We have made the vacancies public in search of interested residents through City Hall, the local newspaper, and social media.

Our final challenge can also be seen as a success. In the process of trying to increase awareness of the Meyers Farmstead District and its needs, LHPC applied for a listing on the Preservation Iowa Most Endangered Properties in December. We received notice of our nomination success in January 2026.

10.

**What partnerships did your commission form or continue with other entities?**

Examples include local main street office, local school, historical society, library, museum, service club, etc.

If none, enter N/A

We are in constant contact with many partners. Our partnerships with other organizations and individuals have proven invaluable throughout the last several years.

On the local level;

We have worked closely with the Lisbon Public Library on several occasions to develop educational presentations such as "Why Save A Barn" by Rich Taylor; "An Historic Portrayal of Laura Ingalls Wilder"; and two downtown history walking tours.

Hills Bank and LHPC collaborated on two downtown walking tours in November.

The Cedar Rapids History Center presented "A Bite of History", dinner and an educational presentation focused on Lisbon's Historic Main Street District at a local Main Street restaurant on May 13.

LHPC worked with many organizations over several months to develop and plan our sesquicentennial celebration. These included Lisbon Parks and Rec, Lisbon Public Library, The City of Lisbon, Sauerkraut Days Committee, Pleasant Grove

Heritage Park, Lisbon History Center, Lisbon School District, Southeast Linn Community Center, and Hills Bank and several residents.

We continue to work with the Lisbon third grade class to engage the students in educational activities to promote a deeper appreciation of Lisbon's history during Historic Preservation Month.

LHPC meets monthly with PGHP, Inc to assist in the restoration and development of the Meyers Farmstead within Pleasant Grove Heritage Park.

We assisted PGHP, Inc in planning and hosting Community Day at Pleasant Grove Heritage Park on June 7th.

On a more regional level of partnerships;

We are in constant contact with The Lincoln Highway Heritage Byway organization with the goal in mind to promote Lisbon's Historic Main Street District and the Meyers Farmstead Historic District/ Pleasant Grove Heritage Park.

The Community Development Group of Mount Vernon/Lisbon (CDG), with the help of LHPC, has focused more of their attention and promotional output on Lisbon's history, culture and economic development.

The Iowa Barn Foundation is working with us in our efforts to restore and rehabilitate the barns within the Meyers Farmstead Historic District. We are making plans to include this district in the annual barn tour hosted by the Iowa Barn Foundation.

The Grout Museum in Waterloo, finalized the editing of an interview about Pleasant Grove Heritage Park and the Meyers Farmstead District.

The Meyers descendants are in the process of producing another interview with the Museum.

Silos and Smokestacks National Heritage Area continues to work closely with us in the development of the Meyers Farmstead Historic District.

**11.**

**Did your historic preservation commission receive any grants (other than CLG) this year? If so, please describe. If none, enter N/A.**

Yes. We applied for \$5,000.00 in funding through the Linn County HPC and received \$7,000.00 in funding for Phase I stabilization work on the Meyers Farmstead Historic District hog house/corncrib.

**12. Does your Historic Preservation Commission have a website?**

Yes

**12.1. What is the website address?**

lisbonhistoricpreservation.com

**13.**

**List dates of public commission meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled).**

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- 2) The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- 3) The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- 4) Commission members will participate in state-sponsored or state-approved historic preservation training activities.

We held ten meetings with a quorum in compliance with the open meeting laws.

Feb 20 Mar 20

May 15

Jun 19 July 17

Aug 21 Sep 18 Oct 16 Nov 20 Dec 18

Commissioner Hess attended a minimum of a two - hour meeting each month with Pleasant Grove Heritage Park, Inc. to assist in planning the restoration and rehabilitation of the structures within the Meyers Farmstead District.

LHPC had a total of 364.5 volunteer hours in 2025.

**14.**

**Based on the work plan submitted last year for your commission please provide a self assessment of the progress your commission made on the initiatives and programs that were identified last year.**

Our commission assesses our progress in achieving our goals through our action plans once or twice per year. This helps us keep focused on our goals while engaging any new situations that arise.

As a whole our group stayed on track. There are a few goals that take more attention over a longer period of time. A good example of this is gathering histories of Main Street buildings to possibly be accessed through QR codes displayed in front windows. We understand this is a long-term goal and will require more time than many others.

Another action plan may need more of our attention this year. The Preservation Month activity with the Lisbon third grade class has been conducted by the teachers using our blueprint for the past two years. We plan to revisit this with them to see if we need to assist in upgrading this educational activity to keep the students engaged.

The third goal of involving community members in the work of the commission will receive more of our focus this year also.

And finally, the last goal and action plans were based on our sesquicentennial celebration. As this is completed, we have begun to develop action plans to promote the America's 250th/ America's Harvest celebrations.

**15. Where are your official CLG files located?**

Please describe where the paper or physical files are stored and where the digital records are being stored.

Our hard copy files are stored in a Lisbon City Hall meeting room utilized by LHPC. Our digital records are stored on the LHPC Google Drive.

**16.**

**In this calendar year, what was the dollar amount of the historic preservation commission's annual budget?**

We recommend that the local government provide the commission a minimum of \$750 annual budget to pay for training and other commission expense.

2000.00

**17. Additional Budget information**

This is an optional question, if there is any additional information you wish to share with the State Historic Preservation Office regarding your community's budget.

N/A

**18. 2026 Work Plan**

Each Commission should develop an annual work plan for the upcoming year. Please include the project(s), initiatives and programs your commission plans to begin or complete.

19.

**Does your commission have any vacancies? If so, how many? If you have no vacancies please enter N/A.**

Please also use this field to describe any plans the commission has to fill those vacant positions.

Yes. We have one vacancy. Commission member Kibbie resigned her position as she moved out of Lisbon and is no longer eligible to be a member of our commission. She volunteers with LHPC projects as needed. She is especially talented as our historic tour guide and writer at large.

## 20. Commission Members

Please include all commission members in this table.

If the commissioner represents a locally designated district please provide the district in their role field.

If the commissioner doesn't have an email address please enter a phone number.

For any new commissioners please include the biographical sketch in the following question.

First and Last Name	Mailing Address	Email Address	Term	Role
Rebecca Hess	P.O. Box 822	lisbonhpc@gmail.com	2023-2026	Chair
Marc Mohn		moparmoondog57@gmail.com	2023-2026	Vice Chair
Amelia Kibbie		smeliak1983@gmail.com	2022-2025 resigned Oct 16.	Commissioner

Alexandra McKendree	admckendree@gmail.com	2023- 2025	Secretary
Marianne Zahoric	mariannezahoric@hotmail.com	returned Sep 2025- 2025	Commissioner

**21.**

**Please attach biographical sketch or resume for any commissioners were appointed in last calendar year.**

Please be sure newly appointed commissioners sign and date their statement.

[Marianne Zahoric bio sketch.docx](#)

**22.**

**Which of your commission members, staff, and/or elected officials attended the 2025 Preserve Iowa Summit?**

Now is also a good time to start planning to attend the 2026 Preserve Iowa Summit in Ankeny on June 2 & 3, 2026

Commissioner McEndree attended 2025 Preserve Iowa Summit, and reported to the commission at our June 19 meeting.

**23. Commission Training Table**

An important requirement of the Certified Local Government program is annual state-sponsored or state-approved training undertaken by at least one member of the historic preservation commission and/or staff liaison.

In this table, please provide information about the commissioners' involvement in historic preservation training (beyond or instead of the Preserve Iowa Summit), listing the name of the conference, workshop or meeting (including online training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Event	Sponsor Organization	Location	Date	Name of Attendees
---------------	-------------------------	----------	------	----------------------

Integrating				Rebecca
Preservation info			10-	Hess
Municipal and	NAPC	online	30-	Marianne
Planning			2025	Zahorik Marc
Processes				Mohn

**24. Chief Elected Official**

Did your communities Chief Elected Official (Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees) change in 2025?

No

**25. Has the contact information for your communities staff liaison changed?**

If you have a new staff liaison please select yes.

No

**26.**

**What training topic would be most helpful for your Historic Preservation Commission?**

Do not know.

**27. Suggestions for improvement**

The CLG program is here to support the Historic Preservation Commissions across Iowa. Do you have any suggestions for how we can improve our services to your commissions?

Do not know.

**28. Authorized Official Signature**

[https://iowa1.sharepoint.com/:w:/s/PublicShares-SHPO2/EWJOyE84x5BEqsMBNQhGagMBGTwUBVRnzrokBawjj6h\\_3w?e=HeBDes](https://iowa1.sharepoint.com/:w:/s/PublicShares-SHPO2/EWJOyE84x5BEqsMBNQhGagMBGTwUBVRnzrokBawjj6h_3w?e=HeBDes)

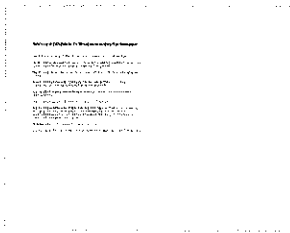
2025 Elected Official Signature for Annual Report.docx

29.

**Agenda or minutes from the public meeting where this report was presented to the City Council or Board of Supervisors.**

Council\_agenda.docx

**MEDIA** Edit



Articles and Editorials in The Mount Vernon

**CITY OF LISBON  
RESOLUTION NO. 05-2026**

WHEREAS, there are unpaid and delinquent charges for utility service fees at the property at:

J S PFAUTZ'S S100' EX W13' LOT 5 & S100'  
PARCEL #17123-28007-00000  
RACHEL M LACK & SHANE TEMPLETON  
AMOUNT: \$483.77

WHEREAS, notice of intent to certify a lien was mailed on January 1<sup>st</sup>, 2026 to the current address of the property owner, and will continue to be mailed each month moving forward with the updated amount until which time payments are made or arranged.

WHEREAS, the City has the authority to impose a lien for collection in the same manner as property taxes upon the premises on which these delinquencies were incurred by certification to the County Treasurer that such charges are due, pursuant to Chapter 161, City of Lisbon Code of Ordinances.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF LISBON, IOWA, certifies to the same to the Linn County Treasurer for imposition of a lien and collection in accordance with the City of Lisbon Code of Ordinances and the Code, State of Iowa.

The County Treasurer of Linn County, Iowa, shall be notified by presentation of this Resolution that the charges are due to the City of Lisbon, Iowa, by the above property owner for utility service fees at the property listed above in Lisbon, Iowa.

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve.

Roll Call Vote	Absent	Aye	Nay	Abstain
John Bardsley				
Rawley Alger				
Rick Scott				
Kevin Steele				
Nate Smith				

Motion carried \_\_\_\_\_.

\_\_\_\_\_  
Doug O'Connor, Mayor

ATTEST:

\_\_\_\_\_  
Christina Eicher, City Clerk

**CITY OF LISBON, IOWA  
RESOLUTION NO. 06-2026**

A Resolution Approving Board Members

WHEREAS, it is necessary for the City Council to approve and appoint directors to the Library Board for the City of Lisbon.

BE IT THEREFORE RESOLVED the Council of the City of Lisbon hereby approves the members:

**Library Board:**

Kim Hayes

Term Expires 7/1/2030

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LISBON, IOWA:  
Approves the appointments as listed above.

Motion made by \_\_\_\_\_, second made by \_\_\_\_\_, to approve.

Roll Call Vote	Absent	Aye	Nay	Abstain
John Bardsley				
Rawley Alger				
Rick Scott				
Kevin Steele				
Nate Smith				

Motion carried \_\_\_\_\_.

\_\_\_\_\_  
Doug O'Connor, Mayor

ATTEST:

\_\_\_\_\_  
Christina Eicher, City Clerk



115 North Washington Street  
PO Box 68  
Lisbon, Iowa 52253  
Phone (319) 455-2459  
Fax (319) 455-2470

### INTEREST FORM

If you are interested in serving on a board/commission for the City of Lisbon, please fill out this form and return it to City Hall or e-mail to [lisoncityadmin@cityoflisbon-ia.gov](mailto:lisoncityadmin@cityoflisbon-ia.gov).

I am interested in serving on the Library  
Board/Commission. I understand the Mayor/Council will be making an appointment to  
the position by \_\_\_\_\_.

NAME Kim Hayes  
ADDRESS 1001 Windy Ridge Road, Lisbon  
PHONE 319-573-2107  
E-MAIL kim\_hayes\_m@yahoo.com

What experiences or abilities do you feel qualify you for this appointment?

I have always been an avid reader, and serving on the Library Board would give me  
the opportunity to help ensure that our community continues to maintain a  
vibrant, active library.

I spent my career as a nurse, which gave me the skills to problem solve and  
address conflict diplomatically.

Thank you for your willingness to volunteer and serve the citizens of Lisbon.

*Kim M. Hayes*