

CITY COUNCIL REGULAR COUNCIL MEETING
MONDAY, FEBRUARY 23rd 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 February 9th, 2026
 - C. Approve List of Bills
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. Discussion and possible action in reference to approving Downtown Reinvestment rebate payment to Indulgence Salon
 - B. Discussion and possible action in reference to Downtown Reinvestment Grant Application
 - C. LMVAS Annual Report
 - D. Discussion and possible action in reference to moving City Legal Services to a different Law Firm
6. PUBLIC HEARINGS, ORDINANCES, RESOLUTIONS (Discussion and Possible Action)
 - A. Resolution 07-2026 Employee Certification wage increase
 - B. Resolution 08-2026 Fire Department Members
 - C. Set Public Hearing for Budget Statement for March 23rd at 6:45pm
 - D. Set Public Hearing for Engineers Report on the Preliminary Plat for the City of Lisbon EMS District for March 23rd, 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/89191962673?pwd=HBBVWYOmE9naKRVXlb0Ky4ua2u9n7T.1>

Meeting ID: 891 9196 2673

Passcode: 040544

(Subject to Approval)
CITY OF LISBON
REGULAR COUNCIL MEETING MINUTES
February 9th, 2026

CALL TO ORDER: The City Council of Lisbon, Iowa, met in regular session on February 9th, 2026, at 7:00p.m. with Mayor Doug O'Connor presiding. The following City Council members were present: John Bardsley, Nathan Smith, Kevin Steele and Rawley Alger. Rick Scott was absent.

OTHERS PRESENT: Brandon Siggins, Drayton Kamberling, Travis Bagby, Elizabeth Hoover de Galvez, and Jason Blinks. Becky Hess was present via zoom.

CONSENT AGENDA: Motion by Bardsley, seconded by Smith to approve the consent agenda consisting of minutes of January 26th, list of bills, January Treasurer's report, utility refunds and liquor license for Beau Dylans, Inc. Motion carried 4-0.

Lisbon Historic Preservation CLG Annual Report was presented to and reviewed by council.

Motion by Smith, seconded by Alger to approve Resolution 05-2026 Property Lien for Utility Fees. Roll call vote. Ayes: Bardsley, Steele, Smith, and Alger. Absent: Scott. Nays: None. Motion carried 4-0.

Motion by Smith, seconded by Bardsley to approve Resolution 06-2026 Library Board Member. Roll call vote. Ayes: Bardsley, Steele, Smith, and Alger. Absent: Scott. Nays: None. Motion carried 4-0.

Motion by Bardsley, seconded by Alger to set a public hearing for Engineers Report on the Preliminary Play for the City of Lisbon EMS District for March 9th, 2026. All Ayes. Motion carried 4-0.

The council received the following reports from city departments:

Public Works Director Travis Bagby – radiator went out in the dump truck, getting it fixed. Filling potholes and maintenance at the shop.

Parks & Recreation Director Drayton Kamberling – boys' basketball is wrapping up, soccer registration is now open and working on Easter preparations.

Library Director Elizabeth Hoover de Galvez – working on Spring break events, started a children's art club, planning a health walking/cooking club.

City Administrator Brandon Siggins – grass fire season has started with dry conditions, if you are planning a prairie burn, please call ahead to let the fire department know ahead of time versus in an emergency. Held a safety/staff meeting, sewer plant was affected in the power surge last Saturday night with a claim being made to insurance, city hall sewer backed up over the weekend, met with Alliant on franchise fees, and Musco Lighting about the sports complex. Researching overtime, All Paid credit card system is increasing its fees, turf tank has new options for parking lots, city engineer is working on Well 5 timelines. Budget work continues, Mediacom will be doing a large project underground and public works will be marking yards for GPS during this project. Reminder City Hall is closed on Monday for the holiday.

Mayor Doug O'Connor adjourned the meeting at 7:20pm.

Christina Eicher, City Clerk

Doug O'Connor, Mayor

CITY OF LISBON LIST OF CLAIMS 2-23-2026

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AAA PEST CONTROL	PEST CONTROL	50.00
ACCESS SYSTEMS LEASING	COPIER LEASE	327.98
AFLAC	CANCER INSURANCE	254.28
ALLIANT UTILITIES	COMPLEX PAVILION	77.90
ARNOLD MOTOR SUPPLY	SHOP SUPPLIES	344.00
BAGBY, TRAVIS	CLOTHING ALLOWANCE - BAGBY	87.99
BRICK HOUSE OP'S	LIBRARY FIREPLACE	1,890.99
CASEY'S BUSINESS MASTERCARD	FUEL CHARGES	752.36
COLEMAN, EVAN	BASKETBALL REF	80.00
COLLECTION SERVICES	PAYROLL DEDUCTION	54.39
CR LC SOLID WASTE AGENCY	SHOP GARBAGE	42.00
CUSTOM HOSE AND SUPPLIES INC.	FREIGHTLINER MAINTENANCE	10.16
DELTA DENTAL OF IOWA	VISION INSURANCE	138.70
DIESEL-TURBO SERVICE	DUMPTRUCK MAINTENANCE	1,858.45
FELD FIRE	FD MINOR EQUIPMENT	1,331.00
HAWKINS INC	OPERATING SUPPLIES	247.85
HILLS BANK	FEDERAL W/H	7,487.98
INDULGENCE SALON	DOWNTOWN REINVESTMENT	4,853.46
INGRAM LIBRARY SERVICES	LIBRARY MATERIALS	209.67
KROUL FARMS, LLC	DOWNTOWN PLANTERS	867.40
MIDWEST ALARM SERVICES	FIRE ALARM INSPECTION	573.00
MORTON SALT	SALT	6,087.72
RED LION RENEWABLES	SOLAR	602.91
ROTO-ROOTER CORP.	WWTP VAC JET/CH REPAIRS	4,862.28
STUDENT PUBLICATIONS, INC.	LIBRARY PUBLICATIONS	60.56
SUN LIFE FINANCIAL	LIFE INSURANCE	645.92
U.S. POSTAL SERVICE	UTILITY BILLING POSTAGE	906.06
UNITYPOINT HEALTH	ANNUAL FEE	400.00
WELLMARK BLUE CROSS	HEALTH INSURANCE	13,970.42
PAYROLL		25,534.99

GRAND TOTAL: \$ 74,610.42

<u>FUND</u>	<u>TOTALS</u>
001 GENERAL FUND	19,307.31
002 LIBRARY FUND	1,890.99
110 ROAD USE TAX	12,446.93
112 EMPLOYEE BENEFIT FUND	10,334.90
126 DOWNTOWN REINVEST PRG	4,853.46
600 WATER FUND	9,333.78
610 SEWER FUND	13,880.89
670 SOLID WASTE FUND	2,562.16

GRAND TOTAL: \$ 74,610.42

CITY OF LISBON
DOWNTOWN REINVESTMENT GRANT PROGRAM
APPLICATION FORM-PLEASE WRITE LEGIBLY

Date: July 4, 2025

PROPERTY OWNER INFORMATION	
NAME	<u>Laura Baxa</u>
ADDRESS	<u>111 East Main Street - Lisbon</u>
TELEPHONE NUMBER	<u>319 310 3797</u>
FAX NUMBER	
E-MAIL	<u>indulgencesalonmv@yahoo.com</u>
BUSINESS NAME/OWNER (ADDRESS/PHONE NUMBER IF BUSINESS OWNER IS DIFFERENT THAN PROPERTY OWNER)	<u>Laura Baxa- Indulgence Salon Inc.</u> <u>111 East Main St. - Lisbon</u>
BUSINESS ADDRESS	
PROJECT INFORMATION:	
Type of Project:	
Exterior Restoration, Rehabilitation and/or Renovation	
Interior structural rehabilitation and/or renovation	<input checked="" type="checkbox"/>
TOTAL COST OF PROJECT	
EXTERIOR _____	INTERIOR <u>\$9,706.91</u>
AMOUNT REQUESTED FOR GRANT FUNDING	
EXTERIOR _____	INTERIOR <u>50% of total = \$4,853.46</u>

LIST OTHER SOURCES FOR FUNDING FOR THE PROJECT AND AMOUNTS:

I, the property owner will be paying for
all expenses that are not considered by
the city.

DESCRIPTION OF PROJECT-PLEASE PROVIDE DETAILED INFORMATION. USE ADDITIONAL PAGES IF NECESSARY.

SCOPE OF PROJECT: 1,100 square feet of new floor through main level of business. Removal of old floor and leveling the subfloor to then install the new luxury vinyl planking floor.

ITEMIZED BUDGET:

Luxury vinyl flooring from Anamosa Home Decorating

1100 square feet x 3.89

7 sq. ft. extra for incidental = \$4806.91

Half of amount must be paid for storing in stock before install. The flooring is kept in Anamosa

Simpson Construction will be removing all old floor and base boards. The new floor will then be installed and base boards put back in place
Invoice attached

PRINTED NAME

Laura Baxa

SIGNATURE OF BUSINESS OWNER

Laura Baxa

PRINTED NAME

Laura Baxa

SIGNATURE OF PROPERTY OWNER

Laura Baxa

**DOWNTOWN REINVESTMENT GRANT PROGRAM
Checklist**

For City Use Only

Applicant Name INDULGENCE SALON

Amount Requested \$4853.46

INITIAL APPLICATION	DATE	APPROVAL/DENIAL	SIGNATURE	COMMENTS
Application received at city hall	8/26/25	APPROVE	<i>[Signature]</i>	\$4853.46
City Representative Review	9/12/25	APPROVE	<i>[Signature]</i>	\$4853.46
Historic Preservation Review	8-22	Approve	<i>[Signature]</i>	
Council Review				
Amount Approved				
Award Letter Sent				
APPLICATION REVISION	DATE	APPROVAL/DENIAL	SIGNATURE	COMMENTS
Received at city Hall				
City Representative Review				
Historic Preservation Review				
Council Review				
Amended amount approved				
Amended Award Letter sent				
REBATE PROCESS	DATE	APPROVAL/DENIAL	SIGNATURE	COMMENTS
Request for rebate and supporting documents received at City Hall				
City Representative Review				
Historic Preservation Review				
Council Review				
REBATE ISSUED	DATE	CHECK NUMBER	AMOUNT	SIGNATURE

CITY OF LISBON
DOWNTOWN REINVESTMENT GRANT PROGRAM
APPLICATION FORM-PLEASE WRITE LEGIBLY

Date: 2/18/26

PROPERTY OWNER INFORMATION:	
NAME <u>Doug O'CONNOR</u>	
ADDRESS <u>109 EAST MAIN ST</u>	
TELEPHONE NUMBER <u>(319) 310-7296</u>	
FAX NUMBER	
E-MAIL <u>bills_tap@yahoo.com</u>	
BUSINESS NAME/OWNER (ADDRESS/PHONE NUMBER IF BUSINESS OWNER IS DIFFERENT THAN PROPERTY OWNER) <u>Bills Tap</u>	
BUSINESS ADDRESS <u>109 East Main St</u>	
PROJECT INFORMATION:	
Type of Project: Exterior Restoration, Rehabilitation and/or Renovation _____ Interior structural rehabilitation and/or renovation <u> x </u>	
TOTAL COST OF PROJECT	
EXTERIOR _____	INTERIOR <u>19013,37</u>
AMOUNT REQUESTED FOR GRANT FUNDING	
EXTERIOR _____	INTERIOR <u>3000.00</u>

LIST OTHER SOURCES FOR FUNDING FOR THE PROJECT AND AMOUNTS: <u>Self Funded and personal loans from MV Bank</u> _____ _____ _____

DESCRIPTION OF PROJECT-PLEASE PROVIDE DETAILED INFORMATION. USE ADDITIONAL PAGES IF NECESSARY.

SCOPE OF PROJECT: upstairs apartment. Bath bathroom & kitchen.

New walk in shower & vanity, new flooring, new lights, and touch up dry wall and repaint.

Kitchen will get, new ceiling new counter tops Repainting of existing cupboards Rep new ceiling fans.

downstairs, new plumbing kitchen and bathroom, all the way to main. Tear out all ~~new~~ old plumbing, install new sump pump.

ITEMIZED BUDGET:

PRINTED NAME	SIGNATURE OF BUSINESS OWNER
PRINTED NAME	SIGNATURE OF PROPERTY OWNER

DOWNTOWN REINVESTMENT GRANT PROGRAM

Checklist

For City Use Only

Applicant Name BILLS TAP

Amount Requested \$ 5,000

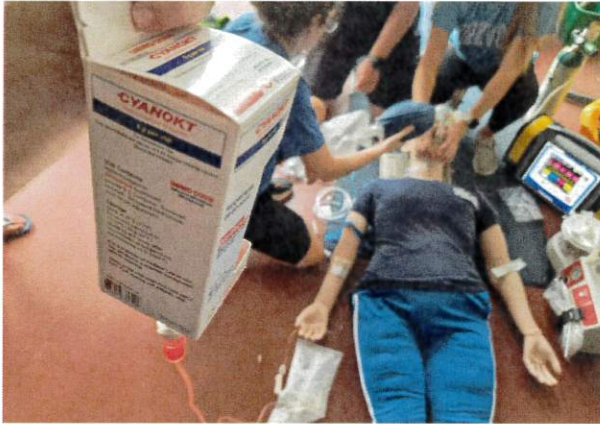
INITIAL APPLICATION	DATE	APPROVAL/DENIAL	SIGNATURE	COMMENTS
Application received at city hall	2/18/24	<i>Approve</i>	<i>[Signature]</i>	\$ 5,000.00
City Representative Review	4/18/24	<i>APPROVE</i>	<i>[Signature]</i>	\$ 5,000.00
Historic Preservation Review				
Council Review				
Amount Approved				
Award Letter Sent				
APPLICATION REVISION	DATE	APPROVAL/DENIAL	SIGNATURE	COMMENTS
Received at city Hall				
City Representative Review				
Historic Preservation Review				
Council Review				
Amended amount approved				
Amended Award Letter sent				
REBATE PROCESS	DATE	APPROVAL/DENIAL	SIGNATURE	COMMENTS
Request for rebate and supporting documents received at City Hall				
City Representative Review				
Historic Preservation Review				
Council Review				
REBATE ISSUED	DATE	CHECK NUMBER	AMOUNT	SIGNATURE

Advancing Rural Care, Improving Patient Outcomes



2025 Annual Report Lisbon-Mt Vernon Ambulance Service

Director's Update



Where you live shouldn't determine if you live.

At the Lisbon–Mt. Vernon Ambulance Service, this past year marked a defining step forward in our mission to ensure that geography does not determine patient outcomes. Each milestone reflects a shared commitment to improving emergency care for the rural communities we serve through training, equipment, and sustainable funding.

One of the most visible accomplishments was the addition of a new, fully updated ambulance, purchased entirely through community fundraising and grant support. This ambulance serves as a mobile critical care environment, allowing our crews to deliver advanced, high-quality care while maintaining safety during response and transport. In addition, generous community support allowed us to fully fund 10 new portable radios, totaling more than \$56,000, significantly enhancing communications and responder safety.

Our commitment to clinical excellence also extended into education and training. This year, LMVAS secured a new pediatric training manikin, improving preparedness for high-stress, low-frequency pediatric emergencies. While pediatric calls represent only a small percentage of EMS responses nationally, ensuring our providers are fully prepared to care for our youngest patients remains a critical priority.

As demand for services continues to grow, LMVAS also reached a major milestone toward long-term sustainability. With more than 900 signatures collected, we began the process of creating an Emergency Medical Services District, marking the first step toward a hybrid career-and-volunteer staffing model. This achievement demonstrates strong community support and lays the foundation for a stable, locally governed funding structure that will protect and strengthen EMS in the Mount Vernon and Lisbon area for years to come.

Together, these accomplishments reflect a year of progress driven by innovation, partnership, and a relentless focus on patient outcomes. As we look ahead, LMVAS remains committed to advancing rural emergency care, so that when it matters most, every patient has access to the highest standard of lifesaving medicine.

Sincerely,
Jake Lindauer, BS, NRP, FP-C
Director of EMS

Lisbon-Mt. Vernon Ambulance Service
2025 Annual Report

Last Name	First Name	Length of Service	Level
Omar	Michelle	21 years	AEMT
Clough	Sarah	12 years	AEMT
O'Neill	Tyler	8 years	RN/PM
Hanson	Mason	8 years	CCP
Bates	Dave	7 years	AEMT
Pienta	Anna	7 years	Paramedic
Lindauer*	Jacob	7 years	CCP
Julseth	Russ	7 years	Driver
Day	Madison	6 years	CCP
Andrews	Chris	5 years	Driver
Fadden	Kyler	4 years	RN/PM
Koch	Austin	4 years	CCP
VanDeusen	Alex	4 years	AEMT
Carpenter	Laurie	4 years	AEMT
Koffron	Jayna	4 years	Paramedic
Frank	Tanner	3 years	Paramedic
Weaver	Kerri	3 years	AEMT
Pierson	Kyle	3 years	AEMT
Kamon	Mikayla	3 years	EMT
Casey	Jayden	3 years	EMT
Strauch	Patrick	3 years	Driver
Mancke	Darren	2 years	AEMT
Handlin	Elinor	2 years	EMT
Hoekstra	Eric	3 years	Driver
Fluharty	Dawson	3 years	Paramedic
Nuckolls	Matt	3 years	EMT
Kairies	Elin	2 year	EMT
Gehrke	Todd	2 year	EMT
Sutton	RJ	2 year	EMT
Berry	Maddie	1 year	Paramedic
Smith	Jill	1 year	EMT
Ciari	Mason	1 year	EMT
Hansen	Quinn	1 year	Paramedic
Wheeler	Cora	1 year	AEMT
Vanous	Tyler	1 year	Driver
Werner	Tessa	1 year	AEMT
Hamadziripi	Tanatswa	9 months	Driver
Barrios	Luis	8 months	EMT
Newberg	Sydney	6 months	Driver
Eicher	Nick	5 months	Driver
Harty	Bob	5 months	Driver
Hoekstra	Ethan	2 months	Driver

Members



Care

Commitment

Community



Leadership

Director:	Jake Lindauer, BS, NRP, FP-C
Medical Director:	Dr. Anthony Carter, DO
Board Directors:	
President:	Doug Shannon, Mt. Vernon
Vice President:	Michelle Omar, Mt. Vernon
Secretary:	Lori Lynch, Mt. Vernon
Treasurer:	Nikki Sporrer, Lisbon
Representative:	Jennifer Lee, Mt. Vernon
Representative:	Jessica Von Behren, Lisbon
Representative:	Julie Light, Lisbon
Representative:	Brian Courtney, Lisbon
Volunteer Representative:	Patrick Strauch, Lisbon



Highlights

- One of the biggest highlights of 2025 was receiving our new ambulance that was ordered in June of 2023. The ambulance cost over \$270,000 and was paid thanks to grants and fundraising
- LVMAS began the process of accessing long-term, sustainable funding to continue to provide EMS at a high level for the Mount Vernon and Lisbon communities as well as the surrounding areas. The first step was to submit petition signatures to Linn County, Johnson County, City of Mount Veron, and City of Lisbon. LMAS anticipates a special election to create a special purpose district for providing emergency medical services in April of 2026.
- Several LMAS members advanced their education or enrolled in a class or completed their course to advance their education in 2025. These members include Danny Plunkett, EMT; Tessa Werener, AEMT; Cora Wheeler, AEMT; RJ Sutton, AEMT; Tanner Frank, Paramedic; Jayna Koffron, Paramedic; and Dawson Fluharty, Paramedic.
- During 2025, LMAS provided over 850 student hours of education to members of LMAS, Mount Vernon Fire Department, Lisbon Fire Department, Mechainsville Ambualnce, and Stanwood Ambulance.

Operating Costs

Revenue	Fiscal Year 2025
Transport Fees	\$311,882
Donations	\$66,990
Investments	\$21,831
Grants	\$78,296
Classes	\$957
City of Mount Vernon	\$37,238
City of Lisbon	\$18,600
Total	\$535,794

Expenses	Fiscal Year 2025
Vehicle Expense	\$19,890
Building Expense	\$12,351
Education & Training	\$7,293
Equipment Maintenance	\$3,421
Staffing+	\$145,890
Office Expense	\$30,555
General Admin	\$7,584
Pager & Radio	\$1,578
Uniform	\$3,224
Patient Supplies	\$13,574
Medications	\$9,246
Insurance	\$15,188
Public Relations	\$2,184
Professional Fees	\$41,457
Loan Interest	\$692
Volunteer Association	\$6,000
Total	\$320,127

+Staffing includes director salary, benefits, and member paid on call stipends.

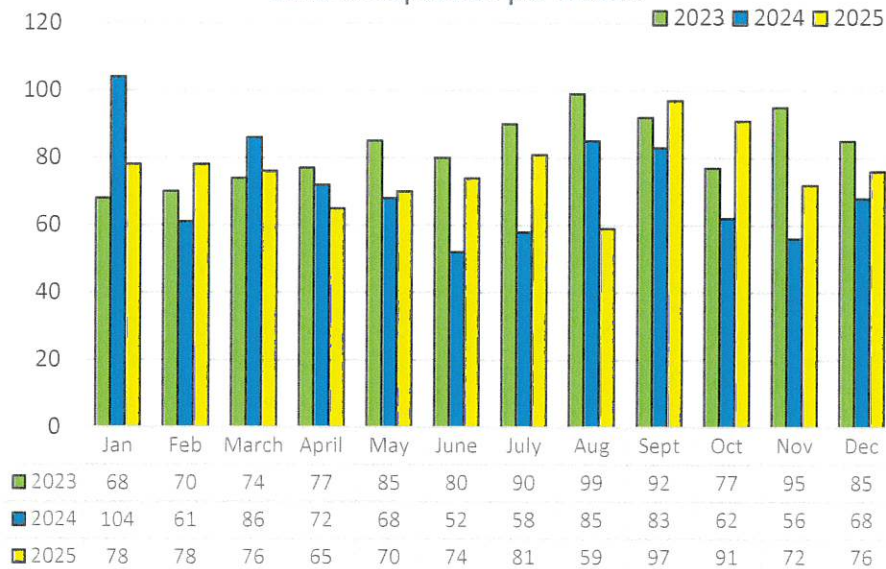
Capital Project Set-A-Side	\$215,667
Building Capital Expense	\$3,677
Equipment Capital Expense	\$41,154
Vehicle Capital Expense	\$260,031
Total Capital Expenditure	\$304,862
Change in Set-A-Side	-\$82,195

*All totals rounded to the nearest dollar.

Call Stats

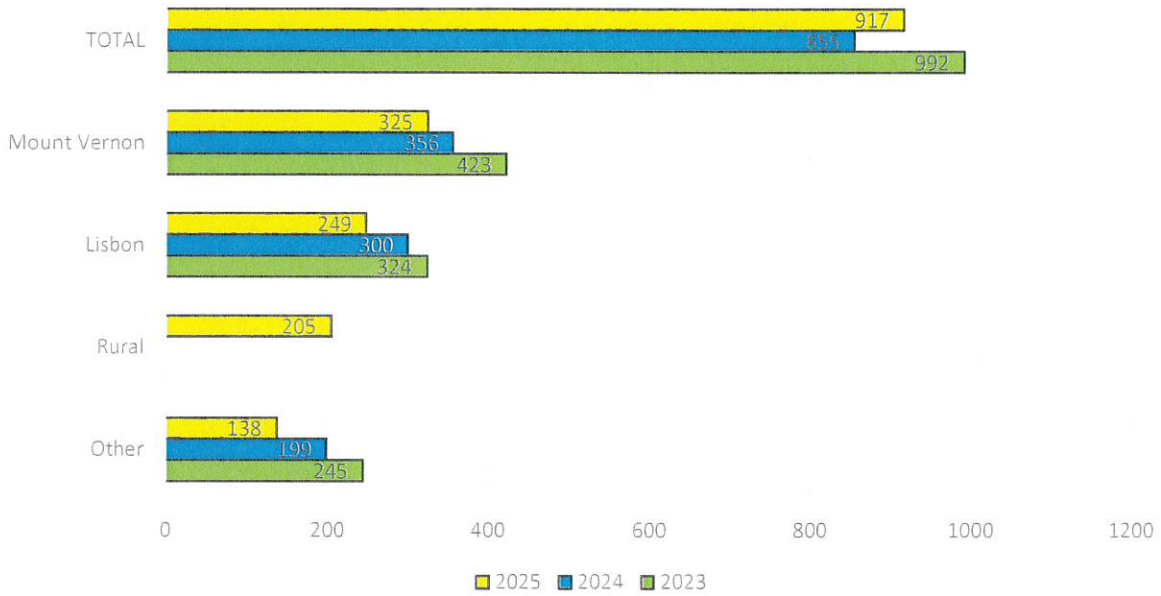
Month	2025	% of Total	'25 v '24	2024	% of Total	'24 v '23	2023	% of Total	'23 v '22
Jan	78	9%	-25%	104	12%	53%	68	7%	6%
Feb	78	9%	28%	61	7%	-13%	70	7%	6%
Mar	76	8%	-12%	86	10%	16%	74	7%	-3%
Apr	65	7%	-10%	72	8%	-6%	77	8%	10%
May	70	8%	3%	68	8%	-20%	85	9%	37%
Jun	74	8%	42%	52	6%	-35%	80	8%	57%
Jul	81	9%	40%	58	7%	-36%	90	9%	30%
Aug	59	6%	-31%	85	10%	-14%	99	10%	18%
Sep	97	11%	17%	83	10%	-10%	92	9%	30%
Oct	91	10%	47%	62	7%	-19%	77	8%	-20%
Nov	72	8%	29%	56	7%	-41%	95	10%	-6%
Dec	76	8%	12%	68	8%	-20%	85	9%	-16%
Total	917	100%	-25%	855	100%	-14%	992	100%	9%
Avg/Month	76.4			71.3			82.7		
Avg/Day	2.5			2.3			2.7		

LMVAS Dispatches per Month



Call Stats – Location

LMVAS Dispatches per Municipality 2023-2025



LMVAS Dispatches per Municipality	2024	% of Total
Other	138	15%
Rural	205	22%
City of Lisbon	249	27%
City of Mt. Vernon	325	36%
TOTAL	917	

Frequent Locations	
Location	2025
Rehab of Lisbon	79
Hallmark Care Center	54
Cornell College	31
UnityPoint Clinic	8
Palisades State Park	5
Mercy Clinic	3

Call Stats – Type

Top 5 Dispatch Reasons	
Falls	157 (20.0%)
Sick Person	122 (15.6%)
Traffic Collision	54 (6.9%)
Transfer from SNF or Medical Clinic	46 (5.87%)
Unconscious / Fainting	39 (5.0%)

Runs-Crews	2025	2024	Change
Primary Crew	709	625	13%
Back-Up Crew	74	52	42%
Third-Out Call (handled with mutual aid or from hospital)	3	11	-72%
Tier Crew	86	97	-11%
Standby Crew	24	24	0%
Transfer Crew	21	46	-54%

Destination	
UnityPoint St. Luke's	296
Mercy Medical Center	218
University of Iowa Main	63
UI Healthcare Downtown	14
Jones Regional Medical Center	9
VA Medical Center	6
Mercy Marion Emergency Department	6

Missed Calls	11
911 Primary Crew	0
911 Back-Up Crew	0
Tier	2
Transfer	9

IWC
LEDERER WESTON CRAIG PLC

www.lwclawyers.com

February 13, 2026

Brandon M. Bohlman
James P. Craig
Kent A. Gummert
Kimberly K. Hardeman
Chloe L. Kuehner
Gregory M. Lederer
Jessica L. McNamara
Nicholas P. Moreland
Meredith Rich-Chappell
Brenda K. Wallrichs
Benjamin M. Weston
J. Michael Weston

Writer's E-mail:
jcraig@lwclawyers.com

Mayor Doug O'Connor
City of Lisbon
115 N. Washington St.
P.O. Box 68
Lisbon, Iowa 52253

Re: City Attorney Recommendation

Mayor O'Connor:

It has been Lederer Weston Craig's pleasure to assist the City of Lisbon with its legal needs since our inception in 2007. We have developed a strong working relationship with the City and have value the opportunity to serve and assist the City with its legal needs as the it continues to grow and prosper.

With Mark Parmenter's retirement from Lederer Weston Craig and my own impending retirement, I believe it is time to transition the City's legal representation to Lynch Dallas Legal in Cedar Rapids. Lynch Dallas has significant experience representing communities in Eastern Iowa, including Mount Vernon. I believe that Amy Reasner and her team, Maddie P. Huntzinger and Patrick O'Connell, will be able to provide the City with the high-quality representation it needs to continue its growth. Accordingly, please consider this as a letter of recommendation to appoint Lynch Dallas as the City Attorney for the City of Lisbon.

I include with this letter Lynch Dallas's proposal for representation, including billings rates, and a draft contract for the council's consideration.

Again, it has been our pleasure to serve Lisbon for 40 years. We wish the City continued success as it looks toward the future.

118 Third Avenue SE, Suite 700
P.O. Box 1927 • Cedar Rapids, IA 52406
Phone: 319-365-1184 • Fax: 319-365-1186

4401 Westown Parkway, Suite 212
West Des Moines, IA 50266
Phone: 515-224-3911 • Fax: 515-224-2698

Please respond to Cedar Rapids office

February 13, 2026
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Very truly yours,

LEDERER WESTON CRAIG, PLC

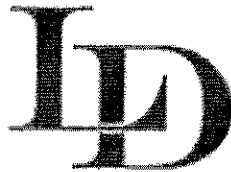

James P. Craig

**PROPOSAL FOR
LEGAL SERVICES
FOR THE CITY OF LISBON, IOWA**

Submitted to:

City Administrator
Brandon Siggins
PO Box 68
Lisbon, IA 52253

Proposed By:



LYNCH DALLAS
L e g a l

Amy L. Reasner
on behalf of
Lynch Dallas Legal
316 Second Street SE, Suite 124
Cedar Rapids, Iowa 52401
Phone: 319.365.9101
Facsimile: 319.365.9512
Email: areasner@lynchdallas.com
Website: www.lynchdallas.com

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About Lynch Dallas Legal

Lynch Dallas Legal is an established law firm located in Cedar Rapids, Iowa. The firm was founded in 1926. Our Public Sector Group works with cities, counties, school districts and other public entities of all sizes across the entire state of Iowa on a wide variety of legal issues.

We propose to provide the City of Lisbon an entire firm of attorneys to act collectively as City Attorney, with the ability to promptly and efficiently handle all the City's legal work, except finance and bonding, or to act as special counsel to assist with legal matters as assigned. Lynch Dallas Legal currently serves as City Attorney for the cities of Anamosa, Atkins, Bellevue, Burlington, Cascade, Clinton, Coggon, Elkader, Ely, Farley, Fort Madison, Garrison, Independence, Kinross, Luxemburg, Maquoketa, Marshalltown, Middletown, Monticello, Montrose, Mount Pleasant, Mount Vernon, New London, New Vienna, Olds, Palo, Peosta, Postville, Preston, Ryan, Robins, Salem, Shellsburg, Stockport, Tipton, Vinton, Wayland, Wellman, West Burlington, and Worthington among others. We also currently work as Assistant City Attorney for the City of Guttenberg and as special counsel (i.e., for a wide variety of matters such as collective bargaining, human resources support, nuisance abatement, litigation, and other matters as directed) for the cities of Cedar Rapids, Donnellson, Marion, Coralville, Creston, West Liberty, and Mason City, as well as for Clinton County, Lee County, Des Moines County, Muscatine County, and Fayette County.

Profile and Qualifications

- a. **Lynch Dallas Legal:** Our Public Sector Group is comprised of ten (10) attorneys and a number of dedicated support staff, which service cities, counties, and school districts. To ensure consistency, Amy L. Reasner would be the City's primary contact, but all ten of the attorneys in the Public Sector Group will be available to work for the City of Lisbon. For more details regarding our Public Sector Group, please visit our website at www.lynchdallas.com.
- b. **Location:** Our firm is located at 316 Second Street SE, Suite 124, Cedar Rapids, Iowa, approximately twenty-five (25) minutes from Lisbon. Our office hours are 8:30 a.m. to 4:30 p.m. Monday through Thursday, and 8:30 a.m. to 3:00 p.m. Friday, although we can readily be reached after hours in most cases via email.
- c. **References:** The following public officials know us well and have had recent experience with our work product and practices:

City of Tipton
City Manager, Bryan Wagner
407 Lynn Street
Tipton, IA 52772
(563) 886-6187.
citymanager@tiptoniowa.org

City of Mason City (Special Counsel)

City Administrator, Aaron Burnett
10 First Street NW
Mason City, IA 50401
(641) 421-2701
aburnett@masoncity.net

City of Kinross

Mayor, Benjamin Mast
307 Ives Street
Kinross, IA 52335
(319) 430-1457
citykinross@gmail.com

City of Wellman

City Administrator, Kelly Litwiller
316 8th Avenue
Wellman, IA 52356
(319) 646-2154
cityadministrator@cityofwellman.com

City of Clinton

City Administrator, Matt Brooke
611 South 3rd Street
P.O. Box 2958
Clinton, IA 52733-2958
(563) 242-2144, ext. 1321
mattbrooke@cityofclintoniowa.gov

Clinton County

Alexandria Weller
HR Director
(563) 243-6210
aweller@clintoncounty-ia.org

Scope of Work

We have experience with a variety of municipal issues. We can provide at least the following assistance to the City of Lisbon:

- Annexation and the related Procedural Requirements
- ADA Advice, Interactive Process
- 28E and Other Sharing Agreements
- Parliamentary Procedure and Robert's Rules of Order
- Alternative Dispute Resolution

- Building and Construction Contracts
- Building Codes
- Business and Commercial Litigation
- Civil Rights and Other Litigation Defense
- Compliance with State and Federal Laws and Regulations
- Condemnation
- Drug/Alcohol Testing Policies and Related Issues
- Drafting and Interpreting Ordinances, Resolutions and Various Contractual Agreements
- Easement Drafting and Review
- Eminent Domain
- Employee Benefits
- Employee Evaluation, Discipline and Termination
- Employee Leave Issues
- Employment Policies and Procedures
- Environmental Issues
- FMLA Advice and Compliance
- Insurance Litigation and Insurance Coverage Disputes
- Labor and Employment Litigation
- Labor Relations, Collective Bargaining and Arbitration
- Law Enforcement and Public Safety
- Media Relations
- Municipal Code Enforcement
- Nuisance Abatement Procedures, including Prosecution of Municipal Infractions and Petitions under Iowa Code 657A.10B
- Open Meetings, Freedom of Information Act and Open Records Issues
- Policy Development and Review
- Premises Liability and Chapter 670 Immunity Issues
- Prosecution of Municipal Code Violations
- Real Estate Transactions
- Unemployment Fact-Finding and Appeals
- Utility Issues
- Workers' Compensation
- Zoning Ordinances and Variances

As active city attorneys and special counsel in other Iowa cities, Lynch Dallas Legal regularly handles the matters listed above, especially common daily issues which come before the city council and/or staff, such as ordinance review/drafting, nuisance abatement, code compliance, contract drafting and review, buying and selling property, subdivision, zoning, records requests, employment issues, prosecuting and defending lawsuits, parliamentary procedure, and routine advice to City staff. And with a former veteran city administrator within our Public Sector Group, we are also able to assist with the administrative implementation of our advice and recommendations.

Lynch Dallas Legal is also uniquely qualified to defend the City in most legal matters, and to proactively advise the City as to how to avoid litigation. As panel counsel for Iowa Communities Assurance Pool ("ICAP"), EMC Insurance Companies, and other municipal insurers, we have a great deal of experience handling municipal liability issues across the state. In that capacity, we have represented over forty (40) eastern Iowa cities and counties.

System of Proposed Compensation

Lynch Dallas Legal proposes the following system of compensation. We propose to perform all work for the City on an hourly basis under the fee schedule set forth below.

We propose to bill for our time in increments of one-tenth (.1) of an hour. We will bill the City for an attorney's regular rate for travel time, plus the standard federal mileage rate as determined by the IRS. However, we can usually avoid travel by using teleconference, video conference, and e-mail. Consistent with our existing practice, we will bill the City monthly for all work performed in the previous month.

Proposed Rates

Producer	Rate
Shareholders	\$275/hour
Associate Attorneys	\$250/hour
Legal Assistants	\$150/hour

Reimbursement of Expenses

Filing Fees	Actual Cost
Postage	Actual Cost
Mileage	Federal Rate (IRS)
Online Legal Research (LexisNexis®)	\$75.00/search

Our Commitment

We require the highest quality work product from all our attorneys and staff. We believe in building lasting relationships with clients, based on confidence in our abilities and in our responsiveness. We understand that time is often of the essence when representing cities, particularly when a problem presents not only legal issues, but also political ramifications. Our business day is defined by client needs, not by the hour of the day. We believe in a collaborative approach and take pride in our responsiveness. We also value creative problem solving to achieve successful results. Finally, we always strive to deliver high quality legal services at a reasonable cost.

Our Approach

While one attorney will serve as the primary contact, our practice is to provide an entire legal department to the City on a contract basis. Lynch Dallas Legal believes that competence and

responsiveness are the primary goals when serving its clients and, because our firm's attorneys possess knowledge and experience in many different fields of law, it makes sense to involve them in specific matters uniquely applicable to their knowledge and abilities.

When given an assignment or a request for advice by the City, the primary attorney will evaluate the issue and involve other attorneys with specialized knowledge or experience relevant to the particular area of concern. We believe this team approach most effectively provides clients with well-reasoned, experienced, and up-to-date advice in the most timely and cost-effective manner possible. This also allows the City's business to move forward on many fronts simultaneously. Over time, the City staff will likely reach out directly to particular attorneys in the firm with whom they are working on particular matters.

Our Timeliness

Because of the firm's size and breadth of skill sets, we can respond on short notice and within tight timelines that are customary for clients in the public sector. We are also able to provide greater specialization and expertise than many smaller law firms. When a client approaches our law firm seeking advice, it is likely our attorneys have previously handled a similar issue. Phone calls and emails are returned on a timely basis – usually within a few hours and always within 24 hours. Due to the fact we represent public entities all over the state of Iowa, we find that email and conference calls are efficient means of communicating with our clients and we find our clients are very comfortable with these arrangements for most daily issues.

Our People

Brief biographies for each of our attorneys who would serve the City of Lisbon can be viewed on our website at www.lynchdallas.com.

The attorneys in our Public Sector Group are members of the Iowa Municipal Attorneys' Association and Lynch Dallas Legal is a proud Partner of the Iowa League of Cities. We regularly speak at legal seminars on municipal affairs, such as those sponsored by the Iowa League of Cities and are well versed in new developments in municipal law.

CONTRACT FOR LEGAL SERVICES

IT IS AGREED between the City of Lisbon, Iowa ("City"), and Lynch Dallas Legal ("Attorneys"), as follows:

1. **LEGAL SERVICES.** Lynch Dallas Legal will serve as City Attorney and will provide legal services on an as-needed basis.

2. **EXPENSES.** In addition to payment for fees, the City shall reimburse Attorneys for reasonable expenses incurred on behalf of the City, including but not limited to computer-aided legal research, federal mileage rate for travel, cost of securing records or documents, photographs, hospital records, medical reports, medical examinations, filing fees, court costs, depositions, expert witness fees, and other reasonable expenses incurred by Attorneys for the City. In the case of very large expenses, the City may be required to pay said expenses directly or in advance. Any unpaid expense will be billed periodically by Attorneys and will be paid by City upon billing. Any unused expense money advanced to Attorneys by the City shall be refunded to the City.

Reimbursement of Expenses

Filing Fees	Actual Cost
Postage	Actual Cost
Mileage	Federal Rate (IRS)
Online Research (Westlaw®)	\$75.00/search (not to exceed one charge per research project)
Color Copies	\$0.60/page

3. **FEES.** The City shall pay Attorneys for fees at the following hourly rates:

Shareholders	\$275.00
Associates	\$250.00
Paralegals/Legal Assistants	\$150.00

The City shall be billed an attorney's usual hourly rate for travel time, plus reimbursement for mileage at the federal rate, as set forth above.

4. **BILLING.** The City shall be billed monthly for fees and expenses incurred in the previous month. Attorneys shall bill in increments of .1 (one-tenth) of an hour, and each entry shall be separately accounted and described. It is the City's responsibility to ask questions if a bill requires clarification. Bills shall be paid within thirty (30) days of receipt.

5. **PLACE OF PAYMENT.** All sums due shall be paid at Attorneys' office, Lynch Dallas Legal, P.O. Box 2457, Cedar Rapids, Iowa 52406-2457.

6. **COMMUNICATION.** Consistent with the City's desire to balance the efficient control of legal expenses with the need for the City's politically elected to leaders to be kept aware of important developments, Attorneys shall use reasonable best efforts to ensure the Mayor and the City Council are appropriately informed of ongoing matters and questions are answered promptly. The City's point of contact with the authority to authorize legal work and advice shall be the Mayor unless or until additional authorization is provided by City Council.

7. **CONTINUING CONTRACT; RATE ADJUSTMENT.** This Contract shall continue in full force and effect without action of the parties. Considering the ongoing nature of this Contract, it may be necessary for Attorneys to adjust hourly rates and/or expenses upon provision of notice to the City on or before January 31 of each year the Contract continues.

8. **DISCHARGE OR WITHDRAWAL.** The City shall have the right to terminate Attorneys at any time. The City will, however, still owe Attorneys any money due at the time the City gives notice of that decision including but not limited to advanced costs and the recoverable hourly rate noted above already expended on the City's behalf pursuant to this Contract. Attorneys have the right to withdraw from representing the City if: (a) the City insists upon pursuing an objective Attorneys deems to be imprudent; (b) the City makes representation unreasonably difficult or unethical; (c) the City fails to disclose information after being asked to do so or discloses false information; (d) the City fails to cooperate in pursuing its matters; (e) the City fails to pay fees or expenses when due; or (f) other good cause for withdrawal exists. Attorneys do not waive their right to withdraw even where they continue to represent the City after an event permitting withdrawal.

9. **RECORDS.** At the City's request upon termination, any documents furnished by the City will be returned promptly upon receipt of payment for outstanding fees and charges. Attorneys' files, including attorney work product, pertaining to the above referenced representation will be retained by Attorneys. For various reasons, including the minimization of unnecessary storage expenses, Attorneys reserve the right to dispose of any documents or other material retained by Attorneys following termination of this engagement in accordance with applicable industry standards.

10. **GENERAL PROVISIONS.** This Contract replaces all prior agreements between the parties and contains the entire agreement of the parties. This Contract shall not be amended except by a written instrument duly signed by the City and Attorneys. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine, or neuter gender according to the context.

Dated the _____ day of _____ 2026.

CITY OF LISBON, IOWA

LYNCH DALLAS LEGAL

By: Doug O'Connor, Mayor

By: Amy L. Reasner

Attest:

Christine Eicher, City Clerk

CITY OF LISBON, IOWA
RESOLUTION NO. 07-2026

A RESOLUTION APPROVING PAY INCREASE FOR CERTIFICATIONS

WHEREAS, the City of Lisbon recognizes the value of continued professional development and the importance of maintaining a highly skilled and knowledgeable workforce;

WHEREAS, the acquisition of industry-recognized certifications demonstrates an employee's commitment to excellence, enhances job performance, and aligns with the strategic goals of the organization;

WHEREAS, providing financial incentives for obtaining such certifications will encourage employees to pursue relevant credentials and support career growth;

WHEREAS, Public Works Employee, Jacob Siggins has obtained his Water Distribution Grade I certification;

NOW, THEREFORE, BE IT RESOLVED, that the City Administrator and Public Works Director have reviewed the certification and recommend to the council a \$0.50 per hour rate increase to Jacob Siggins effective February 11th, 2026 for obtaining this certification.

On the 23rd day of February 2026, at a regular meeting of the Lisbon City Council, Lisbon, Iowa, Councilperson _____ introduced RESOLUTION #07-2026 and made a motion for approval. The motion was seconded by Councilperson _____.

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

Motion carried _____.

Doug O'Connor, Mayor

ATTEST:

Christina Eicher, City Clerk

**CITY OF LISBON, IOWA
RESOLUTION NO. 08-2026**

A Resolution Approving Members

WHEREAS, it is necessary for the City Council to approve and appoint new members for the Fire Department for the City of Lisbon.

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

Jamien Moore	Fire Department Member
Ted Harapat	Fire Department Member
Evan Coleman	Fire Department Member
Nikki Sporrer	Fire Department Member

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LISBON, IOWA:
Approves the appointment 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



Mt. Vernon-Lisbon Police Department

January 2026 Monthly Report

Vehicle Collisions

There was a total of 7 reported collisions during the month. There were 6 collisions in Mount Vernon. Collision 1 occurred on the 200 block of 1st St NE when unit 1 backed out of a parking spot and struck unit 2, which was legally parked. Damage was estimated at \$1,400 and no injuries were reported. Collision 2 occurred on the 400 block of 2nd St SW when unit 1 backed out a driveway and struck unit 2, which was legally parked. Damage was estimated at \$1,500 and no injuries were reported. Collision 3 occurred on the 300 block of 10th Ave SW when unit 1 lost control and struck an electrical pole. Damage was estimated at \$4,500 and no injuries were reported. Collision 4 occurred on the 700 block of S. 1st Ave when unit 1 failed to yield and struck unit 2, which was already in the roundabout. Damage was estimated at \$6,000 and no injuries were reported. Collision 5 occurred on the 800 block of Palisades Rd SW when unit 1 began to back out of a parking spot and struck unit 2, which was also backing out of a parking spot. Damage was estimated at \$2,500 and no injuries were reported. Collision 6 occurred on Lisbon Rd when unit 1 lost control and struck a sign. Damage was estimated at \$5,000 and minor injuries were reported.

There was 1 collision in Lisbon. Collision 1 occurred on the 800 block of W. Main St. when unit 1 struck a mailbox. Damage was estimated at \$150 and no injuries were reported.

Incidents/Arrest

There were 22 reported incidents during the month. In Mount Vernon, there were 10 reports which included: elder abuse, animal control, burglary (x2), criminal mischief, assault, possession of a controlled substance, forgery, theft, and medical.

In Lisbon, there were 12 reports which included: burglary (x5), assault, hit and run (x2), medical, theft (x2), and trespassing.

During the month, officers had 1 arrest. In Mount Vernon there were 0.

In Lisbon there was 1 for assault.

Community Service/Training/Misc.:

- Officer D. Frankfurt has transitioned from reserve officer to full-time
- Officer Ford is doing DARE at Lisbon Community Schools
- Officer Macke began training at the ILEA

380 Old Lincoln Highway
Mount Vernon, Iowa 52314

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



Mt. Vernon-Lisbon Police Department

- The department hosted a blood drive resulting in 26 donors, helping potentially 67 patients
- Officer Gehrke led Active Threat training at Mount Vernon Bank and Trust
- Lisbon time (administration, call for service, patrol): 268 hours

	Jan	Dec	Nov	Oct	Sept	Aug
Administrative	65	23	23	35	42	39
Call for service	25	18	12	29	24	23
Patrol	178	242	210	220	213	191
	268	283	245	284	279	254

K9:

There were 0 deployments. Training is still in progress.

GTSB:

During January, officers worked 0 hours of GTSB.

Respectfully Submitted,

Chief of Police