

CICCS Governing Board Meeting 3/26/2026

**CICCS Governing Board Minutes March 26, 2026**  
**Story County Administration Building**  
 Board Members Present: John Cochrane, John Derryberry, Andrea Dickerson, Bill Dodds, Richard Lukensmeyer, Gary Rayhons, Dawn Rudolph, Deb Schildroth. Members Absent: Lisa Heddens, Dennis Quinn, Julie Smith, Jenni Stevenson, Brandon Talsma, Christine Timmerman. Staff Present: Russell Wood, Meghan Freie, Jen Sheehan, Lisa Hill.  
 Motion to approve the March 26, 2025 agenda. Motion by Rayhons, second by Lukensmeyer. All ayes, motion carried. Motion to approve the January 22, 2026 minutes. Motion by Rudolph, second by Derryberry. All ayes, motion carried. Russell Wood, CEO presented updates for the HIPAA Policies and Procedures, as well as an additional policy regarding recording, streaming, and photography within CICCS locations. Clarifying language will be added to the additional policy to allow for internal CICCS business needs. Motion to approve the updates to the HIPAA Policies and Procedures and the additional policy with modification to the language regarding recording, streaming, and taking photos by Rayhons, second by Dickerson. All ayes, motion carried.  
 Wood updated the Board on staff changes. Ally Porath and Danielle Reetz have transitioned to Project Managers for Districts 2 and 3. Motion to approve Ally Porath as District 2 Project Manager from the hourly rate of \$28.85 to the salary of \$75,000 and Danielle Reetz as District 3 Project Manager from the hourly rate of \$28.85 to the salary of \$75,000 by Rayhons, second by Dodds. All ayes, motion carried.  
 Wood presented an MOU for Kaitlyn Hoef for District 6 Project Manager. Motion to approve the MOU for Kaitlyn Hoef for District 6 Project Manager at the salary of \$75,000 by Rayhons, second by Dodds. All ayes, motion carried. Lukensmeyer abstained.  
 Wood presented the Technology and Operations Coordinator job description. Motion to approve the Technology and Operations Coordinator position at a rate of \$30.00 per hour by Dodds, second by Cochrane. All ayes, motion carried. Wood presented an addition to the apparel policy. Motion to approve the apparel policy with the addition of language stating that the CEO or designee may authorize additional items as needed for staff apparel by Lukensmeyer, second by Derryberry. All ayes, motion carried.  
 Wood stated he did sign a contract with Interpreter's Unlimited for interpretation services with Hedden's approval.  
 Wood presented the DAP claims for January 20, February 3, February 17, March 3, and March 17, 2026. Motion to approve the DAP claims for January 20, February 3, February 17, March 3, and March 17, 2026 by Rayhons, second by Dickerson. All ayes on roll call vote.  
 Wood presented the DAP January and February 2026 expenditure reports. Next Meeting is April 23, 2026.  
 Motion to adjourn by Dickerson, second by Dodds. Lisa Hill, Recording Secretary  
 Lisa Heddens, Board Chair

**DAP Claims Jan. 20, 2026**

Brittany L Baker, Emp Mileage & Other Expen	22.40
Barker Financial LLC, Rent	312.50
Benton County Transportation, Other Transp	2678.68
Central Services 2-5-12 Inc, Buildings-Rental	750.00
Jessica Crawford, Reimb	83.30
Kasarah H Dillon-Campbell, Emp Mileage & Other Expen	1284.50
Duncan Heights, Care/Keep	2060.89
Elderbridge, Support	500.00
First Resources Corporation, On-Going Rent Subsidy	400.00
First Resources Corporation, System Building Non Crisi	43696.58
Kimberly A Fletchall, Emp Mileage & Other Expen	338.80
Franklin County Auditor, Acctg,Audit, Clerical Serv	2262.64
Franklin County Auditor, Salaries of Reg Emp	220381.72
Franklin Co CRC, Buildings-Rental	705.22
Happy Living Rentals Melody Ki, Rent	350.00
Heart of Iowa Comm Coop, Telephone Service	125.14
Carrie A Hisler, Reimb	250.60
Inspiring Lives Prairie View M, Care/Keep	350.00
Iowa County Transportation, Svcs	2195.56
Iowa Northland RTC Regional Tr, Svcs	3224.00
Lakes Lifeskills LLC, Care/Keep	56082.00
Laurie D Lenertz, Reimb	320.60
Northeast IA Community Action, Svcs	144.48
Northeast IA Agency on Aging, Buildings-Rental	190.00

Optimae LifeServices Inc, On-Going Rent Subsidy	2201.85
Pathways Behavioral Services, Buildings-Rental	100.00
Ally M Porath, Emp Mileage & Other Expen	189.70
Prairie Ridge Healthcare Attn:, Buildings-Rental	300.00
Danielle J Reetz, Reimb	365.40
REM Iowa Community Svcs, On-Going Rent Subsidy	350.00
Router12 Networks, Svcs	90.00
Scenic Acres, Svcs	250.00
Jennifer Sheehan, Emp Mileage & Other Expen	86.80
Lisa A Soder, Emp Mileage & Other Expen	94.50
Southern IA Mental Health Ctr, Buildings-Rental	300.00
Story County Auditor, Buildings-Rental	115.00
Tiger Knight LLC, Svcs	1248.00
Trilix Marketing Group Inc, Svcs	1200.00
US Cellular, Svcs	967.13
Visa, Trng/Sup	1625.48
Visual Edge IT, Maint	384.76
Jarica R White, Emp Mileage & Other Expen	194.60
Grand Total	348772.83

**DAP Claims Feb. 3, 2026**

Brenda L Daily, Reimb	705.60
Franklin County Auditor, Acctg, Audit, Clerical Serv	2624.91
Franklin County Auditor, Information Technology	75.81
Franklin County Auditor, Salaries of Reg Emp	158940.73
Heartland Business Systems LLC, Svcs	5430.42
Imagine the Possibilities, Inc, Svcs	19016.66
Lisa R Loux, Emp Mileage & Other Expen	101.50
RingCentral, Inc, Telephone Service	880.38
Angela R Rodamaker, Reimb	831.60
USPS, Pstg	156.00
Starla Varrelman, Emp Mileage & Other Expen	309.40
Visual Edge IT, Maint	58.92
Woolstock Mutual Telephone Asn, Telephone Service	55.00
Total	189186.93

**DAP Claims Feb. 17, 2026**

Brittany L Baker, Emp Mileage & Other Expen	68.15
Barker Financial LLC, Rent	312.50
Central Services 2-5-12 Inc, Buildings-Rental	750.00
Jessica Crawford, Reimb	238.53
Brenda L Daily, Reimb	490.83
Kasarah H Dillon-Campbell, Emp Mileage & Other Expen	1125.20
Duncan Heights, Care/Keep	1373.13
Elderbridge, Support	500.00
First Resources Corporation, On-Going Rent Subsidy	400.00
First Resources Corporation, Rent Payments	450.00
First Resources Corporation, System Building Non Crisi	19386.84
Kimberly A Fletchall, Emp Mileage & Other Expen	289.28
Franklin Co CRC, Buildings-Rental	607.34
Golden Heart Senior Care Preci, Svcs	1006.00
Happy Living Rentals Melody Ki, Rent	525.00
Heart of Iowa Comm Coop, Telephone Service	125.14
Carrie A Hisler, Reimb	284.20
Raina E Kellogg, Emp Mileage & Other Expen	87.00
Northeast IA Agency on Aging, Buildings-Rental	190.00
Laurie D Lenertz, Reimb	322.63
City of Marshalltown, Svcs	900.00
Optimae LifeServices Inc, On-Going Rent Subsidy	1287.00
Pathways Behavioral Services, Buildings-Rental	100.00
Ally M Porath, Emp Mileage & Other Expen	334.95
Danielle J Reetz, Reimb	589.43
REM Iowa Community Svcs, On-Going Rent Subsidy	350.00
Angela R Rodamaker, Reimb	778.65
Scenic Acres, Svcs	250.00
Router12 Networks, Svcs	185.00
Southern IA Mental Health Ctr, Buildings-Rental	300.00
Kelsey M Stortz, Reimb	317.08
Story County Auditor, Buildings-Rental	115.00
Megan M Taets, Emp Mileage & Other Expen	87.00
Tiger Knight LLC, Svcs	604.00
US Cellular, Svcs	1193.03

Visa, Trng/Sup	1552.34
Starla Varrelman, Emp Mileage & Other Expen	545.20
Visual Edge IT, Maint	178.64
Waverly Utilities, Telephone Service	104.95
Jarica R White, Emp Mileage & Other Expen	382.80
Russell Wood, Reimb	1033.18
Grand Total	39925.02

**DAP Claims Mar. 3, 2026**

Franklin County Auditor, Acctg,Audit, Clerical Serv	2314.87
Franklin County Auditor, Salaries of Reg Emp	180227.78
Franklin General Hospital, Svcs	408.00
Heartland Business Systems Lc, Svcs	1267.63
Lakes Lifeskills LLC, Care/Keep	8719.25
Mediacom, Telephone Service	249.98
Optimae LifeServices Inc, On-Going Rent Subsidy	1471.35
Optimae LifeServices Inc, Rent Payments	1471.35
RingCentral, Inc, Telephone Service	880.38
Visual Edge IT, Maint	63.19
Waverly Utilities, Telephone Service	106.52
Woolstock Mutual Telephone Asn, Telephone Service	55.00
Grand Total	197235.30

**DAP Claims Mar. 17, 2026**

Barker Financial LLC, Rent	312.50
Central Services 2-5-12 Inc, Buildings-Rental	750.00
Jessica Crawford, Reimb	92.80
Crest Services, On-Going Rent Subsidy	1291.70
Duncan Heights, Care/Keep	531.05
El Roi Enterprises LLC Alyssa, On-Going Rent Subsidy	1509.00
Elderbridge, Support	500.00
Kasarah H Dillon-Campbell, Emp Mileage & Other Expen	1151.30
First Resources Corporation, On-Going Rent Subsidy	400.00
First Resources Corporation, Rent Payments	450.00
First Resources Corporation, System Building Non Crisi	22934.46
Kimberly A Fletchall, Emp Mileage & Other Expen	333.50
Franklin Co CRC, Buildings-Rental	607.34
Meghan Freie, Mileage	294.58
Happy Living Rentals Melody Ki, Rent	437.50
Heart of Iowa Comm Coop, Telephone Service	125.14
Heartland Business Systems LLC, Svcs	180.00
Lisa Hill, Mileage	30.00
Carrie A Hisler, Reimb	321.90
Imagine the Possibilities, Inc Svcs	5252.11
Raina E Kellogg, Emp Mileage & Other Expen	26.83
Laurie D Lenertz, Reimb	433.55
NACBHDD, Ed & Training Serv	300.00
Northeast IA Agency on Aging, Buildings-Rental	190.00
Optimae LifeServices Inc, On-Going Rent Subsidy	2021.45
Optimae LifeServices Inc, Other Basic Needs	120.00
Paradigm Ventures LLC, On-Going Rent Subsidy	750.00
Pathways Behavioral Services, Buildings-Rental	100.00
Ally M Porath, Emp Mileage & Other Expen	435.73
Prairie Ridge Healthcare Attn:, Buildings-Rental	300.00
Danielle J Reetz, Reimb	524.90
REM Iowa Community Svcs, On-Going Rent Subsidy	350.00
Angela R Rodamaker, Reimb	301.60
Router12 Networks, Svcs	90.00
Scenic Acres, Svcs	250.00
Jennifer Sheehan, Emp Mileage & Other Expen	403.10
Lisa A Soder, Emp Mileage & Other Expen	162.40
Southern IA Mental Health Ctr, Buildings-Rental	300.00
Kelsey M Stortz, Reimb	379.68
Story County Auditor, Buildings-Rental	115.00
Tiger Knight LLC, Svcs	604.00
US Cellular, Svcs	1016.87
Starla Varrelman, Emp Mileage & Other Expen	540.85
Visa, Trng/Sup	1568.49
Visual Edge IT, Maint	116.34
Jarica R White, Emp Mileage & Other Expen	278.40
Russell Wood, Reimb	848.10
Grand Total	50032.17

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**FD Public Hearing Notice: Sheffield**

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$260,000 (GENERAL OBLIGATION)

The City Council of the City of Sheffield, Iowa (the "City"), will meet on April 13, 2026, at the Sheffield City Hall, Sheffield, Iowa, at 6:00 o'clock p.m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$260,000 for the purpose of paying the costs, to that extent, of the acquiring and equipping a tanker truck for the municipal fire department.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

It is estimated the annual increase in property taxes on a residential property with an actual valuation of one hundred thousand dollars resulting from the City entering into the Loan Agreement will be \$29.05, however the City Council may determine for any fiscal year while the Loan Agreement is outstanding to budget other available revenues to the payment of some or all of the debt service coming due thereunder.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Sheffield, Iowa.  
 Ashley Francis City Clerk  
 801 Grand Avenue | Suite 4100 | Des Moines, IA 50309-8002 | T 515.283.1000|dorsey.com

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**SUCCESSION: FROM B1**

fighters will erupt. So they just keep it secret and let the kids deal with it," said Tidgren. "But that just means that after you're gone, your kids likely won't be connected very well because there might be disputes that didn't need to happen."

At its core, farm transition planning requires something many farmers find difficult: relinquishing control.

"It's a very hard thing to do because it was in many ways that control that made the business successful," Tidgren noted. "Part of the responsibility that comes along with that is the responsibility to learn, to turn it over and to relinquish."

For farm families already managing demanding day-to-day operations, the process can feel overwhelming. But what if it moved from reeling to rewarding? Confusing to clear? From existential to exciting?

That's where education and preparation can make a difference.

"We're here to help," said Tidgren.

resources covering the legal, financial and communication aspects of estate and succession planning. Users can explore the materials at their own pace and focus on the topics most relevant to their situation.

As an online resource, the team will continuously make updates to ensure it remains a reliable and evolving source of accurate information. It complements the Estate and Succession Planning for the Farm workbook, which has been used by many farm families planning for transition. The online platform expands on the workbook with an educational approach.

"We've never had a program where we brought everybody together and said, 'let's just come together to try to make a very complete educational program,'" said Tidgren. "It's much more in-depth than anything we found out there in terms of resources to educate farmers. We're not selling anything. We are just objective extension professionals. You don't pay us by the hour to find those things out."

**The portal features several types of resources:**

- Estate and Succession Planning Video Chapters. Approachable lectures from ISU attorneys guide users topic by topic. The chapters supplement the Estate and Succession Planning for the Farm workbook.
- Frequently Asked Questions. In a conversa-

**Notice: Budget Hearing Latimer FY27**

NOTICE OF PUBLIC HEARING – PROPOSED BUDGET  
 Fiscal Year July 1, 2026 - June 30, 2027

City of: LATIMER

The City Council will conduct a public hearing on the proposed Budget at: Latimer City Hall Meeting Date: 4/8/2026 Meeting Time: 06:30 AM

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property	16.95771
The estimated tax levy rate per \$1000 valuation on Agricultural property is	3.00375

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

Phone Number (641) 579-6452	City Clerk/Finance Officer's NAME Melissa Simmons		
	Budget FY 2027	Re-estimated FY 2026	Actual FY 2025
<b>Revenues &amp; Other Financing Sources</b>			
Taxes Levied on Property	1 263,218	131,483	238,468
Less: Uncollected Property Taxes-Levy Year	2 0	0	0
<b>Net Current Property Taxes</b>	3 263,218	131,483	238,468
Delinquent Property Taxes	4 0	0	0
TIF Revenues	5 0	0	0
Other City Taxes	6 47,385	31,807	53,677
Licenses & Permits	7 375	348	5,348
Use of Money and Property	8 2,000	2,628	8,081
Intergovernmental	9 90,100	48,997	117,143
Charges for Fees & Service	10 226,800	128,482	284,341
Special Assessments	11 0	0	0
Miscellaneous	12 1,700	500	41,079
Other Financing Sources	13 0	0	0
Transfers In	14 52,000	0	105,896
<b>Total Revenues and Other Sources</b>	15 683,578	344,245	854,033
<b>Expenditures &amp; Other Financing Uses</b>			
Public Safety	16 84,300	32,619	106,239
Public Works	17 125,700	39,017	165,122
Health and Social Services	18 2,000	1,950	1,950
Culture and Recreation	19 25,900	22,740	36,365
Community and Economic Development	20 1,250	1,250	1,150
General Government	21 86,500	52,358	85,477
Debt Service	22 119,820	23,187	99,128
Capital Projects	23 0	0	0
<b>Total Government Activities Expenditures</b>	24 445,470	173,121	495,431
Business Type / Enterprises	25 209,000	111,166	206,413
<b>Total ALL Expenditures</b>	26 654,470	284,287	701,844
Transfers Out	27 52,000	0	105,896
Total ALL Expenditures/Transfers Out	28 706,470	284,287	807,740
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out</b>	29 -22,892	59,958	46,293
Beginning Fund Balance July 1	30 1,987,432	1,927,474	1,881,181
<b>Ending Fund Balance June 30</b>	31 1,964,540	1,987,432	1,927,474

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tional format, Tidgren and Kristiana Coutu, director of the Beginning Farmer Center at ISU, discuss the most common questions they receive about estate and succession planning for the farm.

- Case Studies. Extension farm business specialists review various case studies. Topics include communication breakdowns, tragedies, contingency planning, blended families, labor management, and insurance options.
- Communication Resources. Kiley Flemming, executive director of Iowa Mediation Service, guides learners through communication tools to address family communication conflicts and best practices.
- Tools and Resources

and Helpful Links. The portal provides a list of additional resources for users to learn beyond the portal.

**The impact**  
 Feedback suggests that the portal can help families save time and money as they prepare to work with tax professionals.

According to Tidgren, 56% of users said it would save between five and 15 hours of attorney work, and 25% said it would have an economic impact of more than \$25,000.

"Those numbers are telling," she said.

The portal is not intended to replace professional legal or tax advice; rather, it prepares farm families for those conversations so they can work more efficiently

and develop more thoughtful plans.

Previously available for a \$75 lifetime subscription, the portal is now offered at no cost for users.

"Because we have gotten so much support for this project, we are going to be able to offer it free of charge to our people," Tidgren shared.

"We want to close that gap. We want people to have written succession plans. We want to be that partner in their planning process."

**ISU Extension and Outreach is here with you**  
 For Tidgren, estate and succession planning impacts more than the farm; it maintains the vitality of rural communities across Iowa.

"To keep the rural communities vibrant, we need to have the farm communities strong. The only way to do that is to have good planning in place that allows them to carry on and continue."

Iowa State University Extension and Outreach is here as a trusted partner in the process.

To begin your Estate and Succession Planning journey, visit the Center for Agricultural Law and Taxation website at <https://www.calt.iastate.edu/estate-and-succession-planning>.

For more information, contact Tidgren at [ktidgren@iastate.edu](mailto:ktidgren@iastate.edu).