



GRINNELL FINANCE COMMITTEE REGULAR SESSION MEETING
MONDAY, JANUARY 5, 2026, AT 8:00 AM
IN THE LARGE CONFERENCE ROOM ON THE 2ND FLOOR OF CITY
HALL AND VIA ZOOM
[HTTPS://ZOOM.US/J/91071651669?PWD=BPABGSK3DINOZIQRKUNX
DM8F1G8TFS.1](https://zoom.us/j/91071651669?pwd=BPABGSK3DINOZIQRKUNXDM8F1G8TFS.1)

MEETING ID: 910 7165 1669
PASSCODE: 836506

TENTATIVE AGENDA

A. Roll Call:

B. Perfecting and Approval of Agenda:

C. Committee Business:

1. Consider approval of a resolution approving an internal monthly transfer in the amount of \$. (See Resolution No. 2026-1)
2. Consider approval of a transfer resolution for the December 2025 medical reserve in the amount of \$14,306.36. (See Resolution No. 2026-2)
3. Consider approval of the City Attorney Services Engagement Agreement for 2026-2027, with Ahlers and Cooney, P.C. and appointing Kristine Stone as City Attorney.
4. Consider approval of the appointment of Alyssa Devig, as City Clerk from January 1, 2026 - December 31, 2027.
5. Consider approval of authorizing Sam Cox, Mayor, Sarah Smith, Mayor Pro-Tem, Alyssa Devig, City Clerk/Finance Director and Erienne Doll, Deputy City Clerk, as authorized signers on all bank accounts at Grinnell State Bank.

D. Inquiries: Public Comment

Visitors may address the Council/Board at this time; however, comments will be limited to 2 minutes. As per Iowa's Open Meetings Law, Council/Board can only listen during public comments and cannot take any action on items that are not posted on the agenda. Council may take issues under advisement and if needed refer them to a department head, Mayor's committee, or add them to a future agenda.

E. Adjourn:

Any person with a disability who requires a modification or accommodation in order to participate in the meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the City Council during the meeting, should contact the City Clerk, (641) 236-2600 or adevig@grinnelliowa.gov, no fewer than two business days prior to the meeting to enable the City of Grinnell to make reasonable arrangements to assure accessibility or language assistance for the meeting.

RESOLUTION NO. 2026-1

RESOLUTION FOR MONTHLY INTERNAL TRANSFER FUNDS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRINNELL, IOWA:

The following transfer is hereby authorized:

FROM FUND

001-4.950.4.6790 GENERAL - \$60,002.49

TO FUND:

003-3.410.4.4790 GENERAL LIBRARY - \$60,002.49

PURPOSE OF TRANSFERS

To generate funds for January 2026 expenses incurred by Library per budget as approved by council with city claims for December 2025.

PASSED AND APPROVED this 5th day of January 2026.

Sam Cox, Mayor

Attest:

Alyssa Devig, City Clerk/Finance Director

RESOLUTION NO. 2026-2

RESOLUTION TO TRANSFER FUNDS MONTHLY

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRINNELL, IOWA:

The following monthly transfer is hereby authorized:

FROM:

112 TRUST & AGENCY	Monthly Transfer	\$12,728.57
610 WATER	Monthly Transfer	572.34
620 SEWER	Monthly Transfer	528.27
670 SOLID WASTE	Monthly Transfer	477.18
		\$14,306.36

TO:

138 MEDICAL INSURANCE RESERVE	\$10,926.98
140 MFPRSI MED ONLY	\$3,379.38
	\$14,306.36

PURPOSE OF TRANSFERS

For medical insurance reserve monthly transfers as budgeted for FY26.

PASSED AND APPROVED this 5th day of January 2026.

Sam Cox, Mayor

Attest:

Alyssa Devig, City Clerk/Finance Director

December 19, 2025

Mayor and City Council
c/o Russ Behrens
City of Grinnell
520 4th Ave.
Grinnell, IA 50112

Sent via email only

RE: City Attorney Services Engagement Agreement 2026-2027

Dear Mayor Agnew & City Council Members:

The purpose of this Engagement Agreement ("Agreement") is to disclose and memorialize the terms and conditions under which Ahlers & Cooney, P.C. (the "Firm") will represent the City of Grinnell (the "City") in connection with certain city attorney services generally described herein. The parties agree that Kristine Stone will be primarily responsible for serving as City Attorney and Dustin Coffman will serve as the Assistant City Attorney. Other attorneys of the Firm may assist Ms. Stone and Mr. Coffman, when necessary.

SCOPE OF ENGAGEMENT

Upon request of the Mayor, City Council or City Manager, the Firm will provide legal direction, advice, counsel, training, consultation, and opinions on all forms of City business including, but not limited to, the following services:

1. Prosecute or defend all actions and proceedings when so requested by the Mayor or Council.
2. Prepare those ordinances which the Council may desire and direct to be prepared and report to the Council upon all such ordinances before their final passage by the Council and publication.
3. Upon request, make a report to the Council giving an opinion on all contracts, documents, resolutions, or ordinances submitted to or coming under the City Attorney's notice.
4. Give advice or a written legal opinion on City contracts and all questions of law relating to City matters submitted by the Mayor, Council or City Manager.

5. Attend meetings of the Council at the request of the Mayor, Council, or City Manager.
6. Upon request, formulate drafts for contracts, forms and other writings which may be required for the use of the City.

FEES

In calendar years 2026-2027 (“Term”), for general representation of the City, we anticipate the following attorneys and paralegal will be responsible for serving the City’s needs:

Attorney	Current Hourly Rate
Kristine Stone (Shareholder)	\$330
Maria Brownell (Shareholder)	\$330
Samuel McMichael (Associate)	\$240
Dustin Coffman (Associate)	\$230
Tehya Valenta (Paralegal)	\$165

The above hourly rates reflect the Firm's standard applicable 2026 hourly rates. The Firm typically adjusts hourly rates annually (effective January 1 each year). The Firm agrees to charge a discounted rate of \$230 per hour for travel time and for attendance at City Council meetings and other City Board meetings. Mr. Coffman will primarily be responsible for attending City Council meetings, when requested.

The scope of this Agreement is limited to those services expressly set forth above. Absent a separate engagement agreement regarding one or more of the following services, our duties under this Agreement do **not** include:

1. Any litigation the Firm determines is beyond the scope of standard city attorney services;
2. Any labor negotiations, employment related hearings, including arbitrations, grievance hearings, fact-finding hearings, and disciplinary hearings;
3. Any eminent domain proceedings;
4. Bond counsel, disclosure counsel and other specialized finance services;
5. Public improvement contract advice, proceedings, contract review and negotiation;
6. Defending any legal challenges to or arising out of a particular public improvement project;
7. Any urban renewal or economic development related legal services; and
8. Any other legal services not identified herein.

The parties acknowledge the City and the Firm have existing engagement agreements, or may enter into engagement agreements in the future, for labor and employment, urban renewal, economic development, and bond (finance) related services, separate from this Agreement. The City Council may limit or expand the scope of this Agreement from time to time, provided that any such proposed modification is agreed to in writing by our Firm.

There may be situations that arise from time to time where unique circumstances or activities may warrant the need to engage other attorneys or law firms in connection with the operations of the City of Grinnell. To the extent the Firm recommends the City engage one or more additional attorneys or law firms, and the City approves such an engagement (prior approval of the City Council of such engagement being required), said engagement shall be between the City and said attorney or law firm.

Please be advised that the Firm represents many political subdivisions, companies, and individuals. Accordingly, should circumstances arise that present an actual or potential conflict between the City and another client of the Firm, the Firm may be required to withdraw from that specific representation or, if Iowa's ethical regulations permit a conflict waiver in that circumstance, the Firm may seek written consent from both clients waiving the potential conflict.

BILLING MATTERS

For purposes of this engagement, the Firm will invoice the City on a monthly basis. The format for the statements will contain a description of the dates and a detailed description of the tasks performed, the professionals performing the tasks and the amount of time spent on the tasks, a summary of each professional's time and billing rate, total time, the total fees and an itemization of any expenses. The City will not be billed for time for preparation of such statements.

In addition, the Firm will bill the City for all expenses incurred on its behalf, such as deliveries and other related expenses. The Firm will not charge the City for photocopying expenses, except to the extent such expenses are incurred in connection with litigation matters.

Payment is due and payable within thirty (30) days of receipt of the invoice.

If, for any reason, the City terminates the engagement governed by this Agreement, we will bill the City for the services rendered as of the date of termination based on the hourly rates of those who provided services. The fee charged by the Firm for this representation will be based in part on the current hourly rate of the person performing the service at the time services are performed. We will also bill you for all expenses we have incurred as outlined above.

ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this Agreement, the City of Grinnell will be our client and an attorney-client relationship will exist with the Firm with respect to services for which the City Council or City Manager requests our assistance. Either party hereto may terminate this engagement for any reason or no reason upon prior written notice.

RECORDS

At the City's request, any documents furnished by the City will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the above referenced engagement will be retained by us. Following the completion of our services under this Agreement, we may store some or all client file materials in a digital format. After any paper documents created or received in connection with the services under this Agreement are digitized, we may destroy the physical records and only maintain electronic records related to this matter, consistent with the Firm's records retention policy. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other material retained by us after the termination of this Agreement.

APPROVAL

Please carefully review the terms and conditions of this Agreement. **If this Agreement accurately reflects the terms of this particular engagement, please obtain approval by the City Council, and execute, date and return to me the enclosed copy of this Agreement. Please retain the original for your file.**

If you have questions regarding any aspect of the above or our representation, please do not hesitate to contact me. As always, we appreciate the opportunity to represent the City of Grinnell and we look forward to working with you.

Sincerely,

AHLERS & COONEY, P.C.

By *Kristine Stone*

Kristine Stone

Accepted and approved on behalf of the City of Grinnell*

By: _____
Title: Mayor

Dated: _____

*Authorized by Resolution \ Motion _____ approved by the City Council on _____, 202__.