



Agenda

City Council Work Session Meeting
Oelwein City Hall, 20 Second Avenue SW, Oelwein, Iowa
5:30 PM

December 08, 2025
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Matt Weber

Council Members: Karen Seeders, Anthony Ricchio, Lynda Payne, Dave Lenz, Renee Cantrell

Pledge of Allegiance

Discussions

- [1.](#) City Council Orientation.

Adjournment

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



How to be a Council Member (how to conduct yourself)

- Show up to meetings
- Read your updates and your agenda
 - Cheat Sheet
- Ask questions before meetings
- Don't make the city look bad
- Don't be a gotcha council member
 - We are on the same team
- Be on the same team as staff
- Disagree when needed
- Show support when needed
- You are elected to make decisions
- You now reflect the city
- Be supportive of your own council
- Look decent for council meetings
- Staff is listening and watching
- Stop thinking in thousands, you now do millions
- You act as a council not as a person
- Evaluate if it is a problem
- How staff works
- Hear both sides of the story
- How do you plan when leadership changes every two years
- You are not in charge of staff, the Administrator does the day to day
 - Communication goes from Council to admin to staff, staff to admin to council
- You set policy for the city
- Your most important job is making sure the City Administration is doing theirs

Public meetings

Email conduct

Closed Session



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 11/24/2025

A law adopted in the 2025 set a requirement for all new elected officials and those appointed to governmental bodies to complete a training on the responsibilities and requirements for open meetings and open records laws. The training must be completed within 90 days of an official taking the oath of office or assuming the duties of their office. A list of approved dates and times can be found below. Please let me know which class would work best into your schedule as soon as possible so we are able to enroll you into an approved class.

Iowa Public Information Board

November 19, 2025 12:00PM – 2:00PM

Iowa League of Cities

November 19, 2025 10:30AM – 12:00PM

December 2, 2025 5:00PM – 6:30PM

December 16, 2025 1:30PM – 3:00 PM