

**Minutes**  
**KEOTA CITY COUNCIL**  
**225 E. BROADWAY AVE.**  
**January 29<sup>th</sup>, 2024**

**Meeting was called to order** at 6:03 pm by Mayor Cansler.

**Roll call:** Mayor Cansler, Councilmen Burroughs, Conrad, Bender, and McDonald were present. City employee present was Horras, Harmsen and Greiner . Public present was Jacob Moeller, Karen Schrevers, Lori Klein, Kristen Clarke, and Janie Westendorf.

**Budget Expenditures:** The expenditures for the FY25 City of Keota Budget were reviewed line by line and discussed. No final decisions were made, but all councilmen agreed with the expenditures listed and as to if there would be any change with them in the coming year.

Administrator Horras then presented a policy change to the Council and Mayor, that involved use of the Community Room by those other than city staff. The change would include a fee to be charged to the group using the room if there was any area of the opened building that was not back in the order that it was when the group entered the building. The new policy is as follows:

**\*\* There is a new policy change to the use of the Community Room. In order to continue to keep this room so that it can be utilized by our community and at no charge, these areas need to be addressed. Going forward, as of 2/1/2024, if any of the above items have not been addressed and there is need for janitorial services to come in to clean up the Community Room/Restroom area of the building, there will be a charge of \$50.00 issued to the group that used the facilities. This is something that we would like to keep free of charge to our community organizations and nonprofit groups, so please ensure care and cleanliness of the facility when you use it, so that we can continue to do so.**

The council agreed with this change and asked that the Administrator share this with the groups that regularly utilize the facility, as well as looking into creating a log book for accountability. The policy change will also be posted in the Community Room for each group to see when in the facility.

**Adjournment:** Motion made to adjourn meeting by Burroughs, 2<sup>nd</sup> by Bender, Conrad and McDonald in favor, with Greiner absent. Time 7:03pm.

**Next regular meeting, February 5<sup>th</sup>, 2024 at 7:00 pm.**

Attest:

\_\_\_\_\_  
Mayor Anthony Cansler

\_\_\_\_\_  
City Administrator Alycia A Horras