

# Tiffin City Council Work Session

# Tiffin City Council Work Session

## June 16, 2026 06:00 pm



**June 16, 2026**

**@ 6:00 PM**

**City Council**

**Work Session**

**Tiffin City Hall**

**300 Railroad Street, Tiffin, Iowa 52340**

**[www.tiffin-iowa.org](http://www.tiffin-iowa.org)**

<b>Mayor:</b>	Tim Kasparek	<b>Public Works Director:</b>	Brian Detert
<b>Council At Large:</b>	Tim Orris – Mayor Pro-Tem	<b>Water/WW Superintendent:</b>	Brett Mehmen
<b>Council At Large:</b>	Tony Johnson	<b>Building Official:</b>	Brian Shay
<b>Council At Large:</b>	Skylar Limkemann	<b>Recreation Director:</b>	Grant Weber
<b>Council At Large:</b>	Chris Olney	<b>Library Director:</b>	Liz Petersen Grier
<b>Council At Large:</b>	Eric Schnedler	<b>Interim Fire Chief:</b>	Tom Hartshorn
<b>City Administrator:</b>	Doug Boldt	<b>City Engineer:</b>	MSA Professional Services
<b>Asst. City Admin.</b>	Ashley Platz		
<b>City Attorney</b>	Crystal Raiber		
<b>City Clerk</b>	Abigail Hora		

### 1. Call to Order

File: [Agenda](#)

### 2. A. Roll Call

File: [Work Session Notes](#)

3. **B. Agenda Additions/Agenda Approval**
4. **C. Discussion and Review of New Tiffin Fire Station Project**
5. **D. Discussion and Review of Proposed Membership Rate Structure(s) for Recreation Center**  
File: [D](#)
6. **E. Questions from Council Members regarding items on the Regular City Council Agenda or Reports**
7. **F. Other Business**
8. **G. Adjournment**

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Work Session  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** June 16, 2026 – **6:00 PM**  
**Web Page:** [www.tiffin-iowa.org](http://www.tiffin-iowa.org)  
**Posted:** June 12, 2026 (website & front entry of City Hall)

<b>Mayor:</b>	Tim Kasparek	<b>W/WW Superintendent:</b>	Brett Mehmen
<b>Council At Large:</b>	Tim Orris – Mayor Pro-Tem	<b>D. of Public Works:</b>	Brian Detert
<b>Council At Large:</b>	Tony Johnson	<b>Recreation Director:</b>	Grant Weber
<b>Council At Large:</b>	Skylar Limkemann	<b>Building Official:</b>	Brian Shay
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<b>City Administrator:</b>	Doug Boldt	<b>City Engineer:</b>	MSA Professional Services
<b>Asst. City Administrator:</b>	Ashley Platz		
<b>City Clerk:</b>	Abigail Hora		
<b>City Attorney:</b>	Crystal Raiber		

## **Call to Order – 6:00 PM**

- A. Roll Call**
- B. Agenda Additions/Agenda Approval**
- C. Discussion and Review of New Tiffin Fire Station Project**
- D. Discussion and Review of Proposed Membership Rate Structure(s) for Recreation Center**
- E. Questions from Council Members regarding items on the Regular City Council Agenda or Reports**
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**CITY OF TIFFIN**  
**CITY ADMINISTRATOR**  
**REPORT TO THE CITY COUNCIL – NOTES FOR WORK SESSION ITEMS**  
**June 12, 2026**

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- The Mayor, Interim Fire Chief Hartshorn, Fire Marshal Bill Erb, Council Person Limkemann and I met Thursday afternoon to start revisiting the new fire station project. As we revisit the concept of a new fire station, one of the items we discussed was the importance to first focus on developing a comprehensive staffing plan before making decisions regarding a specific facility location. While a potential site has been identified, the long-term success of a new station will ultimately depend on the City's ability to adequately staff and operate it. A staffing plan will help us better understand current and future service demands, response coverage needs, personnel requirements, and associated operational costs. By establishing these needs first, we can ensure that any future station is located where it will provide the greatest benefit to the community and align with our operational capabilities. Moving forward, the group recommends prioritizing the development of a staffing strategy that evaluates service levels, growth projections, and response times. This approach will provide a stronger foundation for determining the most effective location, size, and design of a future fire station. Again, we would simply like to start revisiting this project and restart the discussions on Tuesday night.
- As the City prepares to open the new Recreation Center, staff is proposing a membership structure that provides flexibility for residents and non-residents while encouraging long-term participation and financial sustainability. Attached for review is the proposed structure which includes three membership options: one-month, six-month, and one-year memberships. This tiered approach is designed to accommodate a variety of user needs while creating incentives for longer-term commitments that should help stabilize the facility's revenues and give staff a better predicting model for future budgets to support ongoing annual operations. The attached is just a draft and meant only for discussion as it has options to review. Staff's recommendation would be to have something in final form by the end of July.

**Option 1**

**Option 2**

**Option 3**

1 Month Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members*	Projected Rev.
Single (18+)	\$ 45	3.15	\$ 48	-	18	\$ 867
Single +1	\$ 75	5.25	\$ 80	-	12	\$ 963
Senior**	\$ 40	2.8	\$ 43	-	15	\$ 642
Family	\$ 100	7	\$ 107	-	5	\$ 535
Youth/Student	\$ 35	2.45	\$ 37	-	35	\$ 1,311
<b>Total</b>					<b>85</b>	<b>\$ 4,317</b>

1 Month Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 50	3.5	\$ 54	-	18	\$ 963
Single +1	\$ 80	5.60	\$ 86	-	12	\$ 1,027
Senior**	\$ 40	2.8	\$ 43	-	15	\$ 642
Family	\$ 110	7.7	\$ 118	-	5	\$ 589
Youth/Student	\$ 35	2.45	\$ 37	-	35	\$ 1,311
<b>Total</b>					<b>85</b>	<b>\$ 4,531</b>

1 Month Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 50	3.5	\$ 54	-	18	\$ 963
Single +1	\$ 85	5.95	\$ 91	-	12	\$ 1,091
Senior**	\$ 40	2.8	\$ 43	-	15	\$ 642
Family	\$ 120	8.4	\$ 128	-	5	\$ 642
Youth/Student	\$ 35	2.45	\$ 37	-	35	\$ 1,311
<b>Total</b>					<b>85</b>	<b>\$ 4,649</b>

6 Month Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members*	Projected Rev.
Single (18+)	\$ 230	16.10	\$ 246	\$ 41	40	\$ 9,844
Single +1	\$ 383	26.81	\$ 410	\$ 68	25	\$ 10,245
Senior**	\$ 204	14.28	\$ 218	\$ 36	65	\$ 14,188
Family	\$ 510	35.70	\$ 546	\$ 91	55	\$ 30,014
Youth/Student	\$ 179	12.53	\$ 192	\$ 32	26	\$ 4,980
<b>Total</b>					<b>211</b>	<b>\$ 69,271</b>

6 Month Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 255	17.85	\$ 273	\$ 45	40	\$ 10,914
Single +1	\$ 408	28.56	\$ 437	\$ 73	25	\$ 10,914
Senior**	\$ 204	14.28	\$ 218	\$ 36	65	\$ 14,188
Family	\$ 561	39.27	\$ 600	\$ 100	55	\$ 33,015
Youth/Student	\$ 179	12.53	\$ 192	\$ 32	26	\$ 4,980
<b>Total</b>					<b>211</b>	<b>\$ 74,011</b>

6 Month Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 255	17.85	\$ 273	\$ 45	40	\$ 10,914
Single +1	\$ 434	30.38	\$ 464	\$ 77	25	\$ 11,610
Senior**	\$ 204	14.28	\$ 218	\$ 36	65	\$ 14,188
Family	\$ 612	42.84	\$ 655	\$ 109	55	\$ 36,016
Youth/Student	\$ 179	12.53	\$ 192	\$ 32	26	\$ 4,980
<b>Total</b>					<b>211</b>	<b>\$ 77,708</b>

Annual Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members*	Projected Rev.
Single (18+)	\$ 351	24.57	\$ 376	\$ 31	70	\$ 26,290
Single +1	\$ 585	40.95	\$ 626	\$ 52	55	\$ 34,427
Senior**	\$ 312	21.84	\$ 334	\$ 28	30	\$ 10,015
Family	\$ 780	54.6	\$ 835	\$ 70	145	\$ 121,017
Youth/Student	\$ 273	19.11	\$ 292	\$ 24	50	\$ 14,606
<b>Total</b>					<b>350</b>	<b>\$ 206,355</b>

Annual Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 390	27.3	\$ 417	\$ 35	70	\$ 29,211
Single +1	\$ 624	43.68	\$ 668	\$ 56	55	\$ 36,722
Senior**	\$ 312	21.84	\$ 334	\$ 28	30	\$ 10,015
Family	\$ 858	60.06	\$ 918	\$ 77	145	\$ 133,119
Youth/Student	\$ 273	19.11	\$ 292	\$ 24	50	\$ 14,606
<b>Total</b>					<b>350</b>	<b>\$ 223,673</b>

Annual Membership Resident						
Memb. Type	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 390	27.3	\$ 417	\$ 35	70	\$ 29,211
Single +1	\$ 663	46.41	\$ 709	\$ 59	55	\$ 39,018
Senior**	\$ 312	21.84	\$ 334	\$ 28	30	\$ 10,015
Family	\$ 936	65.52	\$ 1,002	\$ 83	145	\$ 145,220
Youth/Student	\$ 273	19.11	\$ 292	\$ 24	50	\$ 14,606
<b>Total</b>					<b>350</b>	<b>\$ 238,070</b>

1 Month Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 50	3.465	\$ 53	-	2	\$ 106
Single +1	\$ 83	5.775	\$ 88	-	3	\$ 265
Senior**	\$ 44	3.08	\$ 47	-	2	\$ 94
Family	\$ 110	7.7	\$ 118	-	4	\$ 471
Youth/Student	\$ 39	2.695	\$ 41	-	2	\$ 82
<b>Total</b>					<b>13</b>	<b>\$ 1,018</b>

1 Month Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 55	3.85	\$ 59	-	2	\$ 118
Single +1	\$ 88	6.16	\$ 94	-	3	\$ 282
Senior**	\$ 44	3.08	\$ 47	-	2	\$ 94
Family	\$ 121	8.47	\$ 129	-	4	\$ 518
Youth/Student	\$ 39	2.695	\$ 41	-	2	\$ 82
<b>Total</b>					<b>13</b>	<b>\$ 1,095</b>

1 Month Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 55	3.85	\$ 59	-	2	\$ 118
Single +1	\$ 94	6.545	\$ 100	-	3	\$ 300
Senior**	\$ 44	3.08	\$ 47	-	2	\$ 94
Family	\$ 132	9.24	\$ 141	-	4	\$ 565
Youth/Student	\$ 39	2.695	\$ 41	-	2	\$ 82
<b>Total</b>					<b>13</b>	<b>\$ 1,159</b>

6 Month Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 253	17.71	\$ 271	\$ 45	7	\$ 1,895
Single +1	\$ 421	29.491	\$ 451	\$ 75	3	\$ 1,352
Senior**	\$ 224	15.708	\$ 240	\$ 40	5	\$ 1,201
Family	\$ 561	39.27	\$ 600	\$ 100	5	\$ 3,001
Youth/Student	\$ 197	13.783	\$ 211	\$ 35	4	\$ 843
<b>Total</b>					<b>24</b>	<b>\$ 8,292</b>

6 Month Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 281	19.635	\$ 300	\$ 50	7	\$ 2,101
Single +1	\$ 449	31.416	\$ 480	\$ 80	3	\$ 1,441
Senior**	\$ 224	15.708	\$ 240	\$ 40	5	\$ 1,201
Family	\$ 617	43.197	\$ 660	\$ 110	5	\$ 3,301
Youth/Student	\$ 197	13.783	\$ 211	\$ 35	4	\$ 843
<b>Total</b>					<b>24</b>	<b>\$ 8,886</b>

6 Month Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 281	19.635	\$ 300	\$ 50	7	\$ 2,101
Single +1	\$ 477	33.418	\$ 511	\$ 85	3	\$ 1,532
Senior**	\$ 224	15.708	\$ 240	\$ 40	5	\$ 1,201
Family	\$ 673	47.124	\$ 720	\$ 120	5	\$ 3,602
Youth/Student	\$ 197	13.783	\$ 211	\$ 35	4	\$ 843
<b>Total</b>					<b>24</b>	<b>\$ 9,278</b>

Annual Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 386	27.027	\$ 413.127	\$ 34	4	\$ 1,653
Single +1	\$ 644	45.045	\$ 688.545	\$ 57	2	\$ 1,377
Senior**	\$ 343	24.024	\$ 367.224	\$ 31	4	\$ 1,469
Family	\$ 858	60.06	\$ 918.06	\$ 77	3	\$ 2,754
Youth/Student	\$ 300	21.021	\$ 321.321	\$ 27	4	\$ 1,285
<b>Total</b>					<b>17</b>	<b>\$ 8,538</b>

Annual Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 429	30.03	\$ 459.03	\$ 38	4	\$ 1,836
Single +1	\$ 686	48.048	\$ 734.45	\$ 61	2	\$ 1,469
Senior**	\$ 343	24.024	\$ 367.22	\$ 31	4	\$ 1,469
Family	\$ 944	66.066	\$ 1,009.9	\$ 84	3	\$ 3,030
Youth/Student	\$ 300	21.021	\$ 321.32	\$ 27	4	\$ 1,285
<b>Total</b>					<b>17</b>	<b>\$ 9,089</b>

Annual Membership Non-Resident +10%						
	Fee	7% Tax	Total	Monthly	Members	Projected Rev.
Single (18+)	\$ 429	30.03	\$ 459.03	\$ 38	4	\$ 1,836
Single +1	\$ 729	51.051	\$ 780.351	\$ 65	2	\$ 1,561
Senior**	\$ 343	24.024	\$ 367.224	\$ 31	4	\$ 1,469
Family	\$ 1,030	72.072	\$ 1,101.672	\$ 92	3	\$ 3,305
Youth/Student	\$ 300	21.021	\$ 321.321	\$ 27	4	\$ 1,285
<b>Total</b>					<b>17</b>	<b>\$ 9,456</b>

TOTALS OPTION 1		
	Members	Revenue
Resident	646	\$ 279,943
Non - Resident	54	\$ 17,848
<b>Total</b>	<b>700</b>	<b>\$ 297,791</b>

TOTALS OPTION 2		
	Members	Revenue
Resident	646	\$ 302,215
Non - Resident	54	\$ 19,070
<b>Total</b>	<b>700</b>	<b>\$ 321,285</b>

TOTALS OPTION 3		
	Members	Revenue
Resident	646	\$ 320,426
Non - Resident	54	\$ 19,894
<b>Total</b>	<b>700</b>	<b>\$ 340,320</b>

Avg. Memb Rate \$ 425

Avg. Memb Rate \$ 459

Avg. Memb Rate \$ 486

\*Membership distribution is loosely based on numbers we received from another recreation center close to the our size. Numbers are representative of 2023 calendar year.

<b>Single (18+)</b>	Adult 18+
<b>Single +1</b>	Two Adults living in same household
<b>Senior**</b>	Single Adult 60+ (senior coffee hour is 55+)
<b>Family</b>	1-2 Adults + Entire household up to age 18. Dependents must be living in same household. Children over the age of 18 must be an active, full time student to remain on family membership
<b>Youth/Student</b>	For youth ages 3-17. Children under 3 are free

**Daily Admission Fees**

<b>Child (4yrs-8th Grade)</b>	\$5.00
<b>Student (9th-12th Grade) or College ID</b>	\$6.00
<b>Adult</b>	\$7.00
<b>Senior (60+)</b>	\$6.00