

Join Us at the 2026 Nebraska Municipal Clerk's Institute and Academy!  
La Vista Hotel & Conference Center  
March 16 - 20, 2026



# NEBRASKA MUNICIPAL CLERK'S ASSOCIATION

## Quarterly Newsletter - March 2026

the 11 seasons of midwestern states:  
winter  
fool's spring  
second winter  
spring of deception  
third winter  
mud season  
actual spring  
summer  
false fall  
second summer (1 week)  
actual fall

### A Message from the President - Derek Bargmann

Happy Almost Spring!

I hope you are all doing well and navigating the fun midwestern seasons we get to experience (see left). Soon enough we will have the sunshine, storms, and green grass back.

Our annual conference is now a week away! This edition of the newsletter will focus on all the information you need to know to be prepared. One thing that I wanted to bring back was an informal 'Monday Meet-up' event to be held in the lobby from 6-8 (see flier to sign up). The objective is to chat with your Board, ask questions in an informal setting, and to learn how we can better represent YOU. In addition, you will have many social opportunities to sit down, chat, and make new friendships--seize them! We are better together, so don't stress too much over what to wear or where to sit. See you in a week!

The Board elections will be reflected on April 1<sup>st</sup>. Thank you to those who have served on the current board.



### In this newsletter:

- Election Preview
- Social Events!
- Scan In - What? Why?
- NMCA Agenda
- IIMC Flier

- PRESIDENT - DEREK BARGMANN, SEWARD
- 1ST VICE PRESIDENT - RAQUEL FELZIEN, FRANKLIN
- 2ND VICE PRESIDENT - ERIN SAATHOFF, BEATRICE
- SECRETARY - KAYLA EISENMENGER, OAKLAND
- TREASURER - TAMMY TISDALL, GRETNA
- PAST PRESIDENT - KELLIE CROWELL, RAVENNA
- DISTRICT 1 DIRECTOR - JANINE SCHMIDT, MORRILL
- DISTRICT 2 DIRECTOR - DIXIE SICKELS, ARAPAHOE
- DISTRICT 3 DIRECTOR - GWENDA HORKY, SARGENT
- DISTRICT 4 DIRECTOR - PAM VANDER VEEN, WAKEFIELD
- DISTRICT 5 DIRECTOR - DEANNA PERRY, SHELBY

# ANNUAL ELECTION PREVIEW: MEET THE NOMINEES (IN THEIR WORDS)

## Secretary Candidates:



### **Kayla Eisenmenger, CMC, City Clerk**

Kayla has been with the City of Oakland for 8 years and is currently serving as the NMCA Secretary. I am interested in being a part of the board as I have watched the way they have handled all the different situations over the years. It would be an honor to be a part of that.



### **Peggy Eynetich, City Clerk**

Peggy has been with the City of Kearney for 17 ½ years. I have 25 years of combined County and Municipal government experience, including work with the Buffalo County Register of Deeds and as a permit technician/code enforcement technician in the Development Services Department at the City of Kearney. In April of 2018, I became the Deputy City Clerk for the City of Kearney, and in December of 2022, I became the City Clerk for the City of Kearney. During my employment with the City of Kearney, I served as the Recording Secretary for the Board of Adjustment, the Plumbing Board, and the Downtown Improvement Board. I wrote the minutes for City Council meetings from the time I became Deputy City Clerk. I have been a member of the NMCA since I became the Deputy City Clerk. I am also a member of the IIMC and am working towards my CMC designation. This year, I was elected Secretary of the Heartland Clerks Association, which prompted me to apply for the NMCA Board Secretary position. I have attended the annual conferences over the past years and have enjoyed learning about the profession. I hope to share my passion with others new to the profession and connect further with fellow City Clerks. I am eager to bring my years of municipal experience, along with my commitment to accuracy and effective communication, to the NMCA Board. Please consider my nomination for the NMCA Board Secretary position, as I look forward to serving on the NMCA Board and the NMCA members for many years to come.

## District 3 Director Candidates:

**NOTE** - Dixie currently serves as the District 2 representative; however, it was noticed that Arapahoe is actually in District 3. As such, she will be running for the vacant District 3 position.



### **Dixie Sickels, City Clerk/Treasurer**

Dixie has been with the City of Arapahoe for over 4 years. I live in my childhood home in Cambridge. I have been married to my husband, Andrew, for 22 years. We have four children and two grandsons. Both my parents were originally from Arapahoe, so there are many family ties to the community. I started with the City in 2022 and became Clerk in January 2025. In my free time, LOL, I am the Assistant Cheer Coach in Cambridge. I enjoy crocheting and spending time with my fur babies Rusty, Luna and Beans.

**Interested in Running for a Position Listed?**

**Please Contact Kellie Crowell ASAP to Submit Your Name for Consideration.**

# ANNUAL ELECTION PREVIEW: MEET THE NOMINEES (IN THEIR WORDS)

## District 4 Director Candidates:



### **Pam Vander Veen, CMC, City Clerk/Treasurer**

Pam has been with the City of Wakefield for 4 ½ years. I am a native of Wakefield, Nebraska and have been serving as the City's Clerk/Treasurer since September 2021. Prior to that I was an educator and am proud to say that I've had the opportunity to teach every grade level from preschool through college. I've been married 33 years to my awesome husband, Dwight, and we have a son who lives in Seattle, Washington with his wife and fur babies. I earned my Certified Municipal Clerk (CMC) designation in November 2024. For the past two years, I have served as Treasurer of the Northeast Nebraska Clerks Association and as District 4 Director. I am a lifelong learner who values timely input, asks thoughtful questions, and is committed to continuous improvement. Known for my organization, dependability, and problem solving approach, I enjoy meeting people where they are while recognizing the value of each person brings. I strongly believe we succeed best by learning from one another, supporting each other, and sharing what we've learned along the way. I would be proud to have your vote for a second term as District 4 Director.

## District 5 Director Candidates:



### **Deanna K. Perry, CMC, Village Clerk/Treasurer**

Deanna has been with the Village of Shelby for 13 ½ years and is currently serving on the Education Committee and as the District 5 Director. Deanna graduated from Shelby High School and lived there until this summer after moving on a lake by Columbus. I received my Certificate Municipal Clerk in 2017. I was Outstanding Village Clerk. I have been married almost 44 years, have 5 children and have 8 grandchildren. I have loved serving as the District 5 Director for the last year as I took over when Jaala from Hickman quit and went to work for JEO. I enjoyed the board meetings throwing out ideas on how to improve the Institute and Academy. Being part of a group that is so knowledgeable and excited to assist in the clerk's education. It is a true blessing to be respected and recognized for the work we have accomplished. I feel I still have ideas and would like to be elected again to serve as District Director 5 for a full term to assist with the group to share and hopefully keep making each year more eventful and exciting.



### **Michele Lincoln, CMC, City Clerk**

Michelle has been with the City of Hickman for 1 ½ years. I am a Certified Municipal Clerk with 29 years of public service experience, including 10 years as a Village Clerk/Treasurer of Palmyra, 5 years as a Clerk/Treasurer of Bennet where I was implemental in the transition from a Village to a City. Throughout my career, I have valued being the bridge between elected officials, staff, and the community, ensuring compliance, transparency and effective communication. I am interested in serving as District 5 Director because I believe in the strength of our profession and the importance of supporting clerks through education, mentorship and collaboration. The role of the municipal clerk continues to evolve, and a strong, engaged Board is essential to helping our members navigate those changes.



### **Ryan Vulgamott, Dep. City Clerk**

Ryan has been with the City of Plattsmouth for 3 years, after spending 22 years with Hy-Vee. Since joining the City it has been fun to be involved with local government processes and to learn more about my community by reading past meeting files. NMCA has helped me establish a network of friends with other clerks and I would like to serve on the Board to show my thanks and to help keep this network growing for years to come. Outside of work I enjoy staying busy with my wife Michelle and our four kids, soon to be five! I'm also active in my son's Scouting America Troop, my Church's Templar Server program and the Knights of Columbus.

# NMCA SOCIAL EVENT PREVIEW

**\*\*Drink or Snack on your own\*\***

# MONDAY MEET-UP

Make connections, ask questions, and unwind after the first full day of Clerk School!

Monday, March 16<sup>th</sup> | 6-8:00 PM  
Embassy Suites Hotel Lobby

**RSVP TODAY!**



## YOU'RE INVITED

# MR. & MRS. ROPER

## THEME PARTY

FROM THE THREE'S COMPANY SITCOM

**DATE: MARCH 18, 2026**  
**TIME: 6 PM - 8 PM**

EVERYONE PLEASE WEAR YOUR FAVORITE MOO MOO'S WITH CRAZY HAIR, BIG SUNGLASSES, AND CHUNKY JEWELRY AND FOR THOSE STANLEY'S WEAR YOUR LEISURE SUITS WITH BIG COLLARS.  
PRIZES FOR BEST DRESSED, BEST HAIR, BEST LEISURE SUIT.



JOIN JEO FOR A

# St. Patrick's Day RECEPTION

**MARCH 17**

**5:30 - 8:00 PM**

Stop by the **Bistro** on the 1<sup>st</sup> floor of the Embassy Suites Conference Center for food, drinks, and more!

**Bistro**  
12520 Westport Pkwy  
La Vista, NE

Thank you to our co-sponsors



# Cheers TO 50 YEARS

OF THE NMCA INSTITUTE & ACADEMY

THURSDAY MARCH 19

6:30p - Social  
7p - Dinner

Formal to Business Casual Attire

# THIS AND THAT.

## Why Do We Have to ‘Scan’ to Sign In?

By Derek Bargmann and Ellen Freeman-Wakefield

If you attended last year’s conference, you may remember the new requirement to ‘scan in’ to confirm your attendance at each session. A few of you have wondered why we can’t simply return to the honor system used in previous years. Unfortunately, we did encounter situations where individuals signed in but did not remain for the full session yet still received credit.

To address this, the scan-in process was introduced and worked well at the 2025 conference. This year, the process will be even simpler: you’ll scan the QR code and enter your first and last name along with your municipality. Please know that this information is used only to log attendance and is not stored in any way that would put your data at risk. Participants may step out briefly to use the restroom, take a call, or attend to other quick needs; however, absences longer than 10 minutes will result in not receiving for that session. (This is an IIMC requirement.)

One new update this year is the requirement to scan in for the Thursday night banquet. In previous years, a significant number of registrants did not attend the meal they had signed up for. Because our conference fees include these meals at no additional cost, unused meals create unnecessary waste and still result in charges to the NMCA. **Going forward, if someone registers for the banquet but does not attend, the municipality will be billed for the meal cost.**

These procedures are not meant to inconvenience anyone. Rather, they help us be good stewards of our shared resources and provide transparency to your municipality that you are attending the sessions and events being supported on your behalf. Thank you for your participation to make this a smooth process for all.

## A Few Last Notes!

As always, the NMCA Board would like to extend a sincere **THANK YOU to Ellen Freeman-Wakefield** for all that she does to make this conference happen each year. Words are not enough, we’d be lost without you, Ellen.

Additionally, a huge **THANK YOU to the members of the Education Committee** in putting together great content for 2026: Tammy Tisdall (Chair, Gretna); Dana Klabenes (Neligh); Lori Matchett (David City); Soulinnee Phan (Lincoln); Deanna Perry (Shelby); Tanya Robinson (Curtis); Erin Saathoff (Beatrice); and Barb Straub (Hemingford).

Finally, **THANK YOU** to Nanci Walsh (South Sioux City) and Kellie Crowell (Ravenna) for your work with the Awards and Nominating Committees, respectively.

**DON’T FORGET - Everyone is to wear our 50<sup>th</sup> Anniversary T-Shirt on Thursday to celebrate this special year.**

## Congratulations Corner:

Congratulations to Amanda Carrier (Scribner) on obtaining her CMC designation from IIMC!

## 2026 Nebraska Municipal Clerks Institute Schedule

Monday, March 16	
<b>Clerks Institute All week – 32 hrs for CMC</b>	
7:50 - 8:00a.m.	<b>Welcome</b>
8:00 – 10:00	<b>Collaborative Leadership</b> – Aaron Davis
10:00 – 10:30	<b>Break</b>
10:30 – Noon	<b>Session Continued</b>
Noon - 1:00 p.m.	<b>Networking Lunch</b>
1:00 p.m.- 3:00 p.m.	<b>American Government</b> – Christian Janousek
	<b>How to be a successful Fundraiser</b> – Barb Straub, Joni Jespersen and Hannah Robinson
3:00 – 3:15 p.m.	<b>Break</b>
3:15 p.m. – 5:15 p.m.	<b>Repeat Sessions 1 and 2</b>
Tuesday, March 17	
8:00 – 10:00	<b>Getting Organized in Your Space– Tips &amp; Tricks for Success</b> – Soulinne Phan
	<b>Records Retention</b> – Austin Rhodes
10:00 a.m. – 10:15 a.m.	<b>Break</b>
10:15 a.m.– 12:15 p.m.	<b>Repeat Session 1 and 2</b>
12:15 – 1:15p.m	<b>Lunch on your own</b>
1:15 – 3:15 p.m.	<b>Best Practice – Planning and Zoning</b> - Dave Ptak
	<b>Safety Committees and Personal Safety</b> - John Hobbs
3:15 p.m. – 3:30 p.m.	<b>Break</b>
3:30 – 5:30 p.m.	<b>Repeat Session 1 and 2</b>
Wednesday, March 18	
8:00 – 10:00 a.m.	<b>Government Transparency</b> - JimVokal
	<b>Social media and the First Amendment</b> – Kyle Langvart
10:00 a.m. –10:15 a.m.	<b>Break</b>
10:15 a.m. –12:15 p.m.	<b>Repeat Sessions 1 and 2</b>

11:00 a.m. – 1:15 p.m.	<b>Networking Lunch</b>
<b>Academy Arrives MMC 14 hrs</b>	
1:15 – 2:15 p.m.	<b>Annual Business Meeting</b> <b>20 minute Housing Toolkit – Joe Spitsen</b>
2:15 p.m.–3:00 p.m.	<b>Break/Vendors</b>
3:00 p.m.–5:00 p.m.	<b>Emotional Intelligence – Helen Fagan</b>
6:00 p.m.–8:00 p.m.	<b>Vendor Recognition and Social Event</b> <i>“Mr. &amp; Mrs. Roper” – based on the “Three’s Company” tv series</i>
<b>Thursday, March 19</b>	
8:00-10:00	<b>FMLA and Labor Laws – Jimmie Pinkham</b>
	<b>Beyond the Numbers Creating a Culture of Accountability and Fraud Prevent – Catherine Demes Maydew</b>
	<b>Building Strategies for Employee Retention - Ralph Kellogg</b>
10:00 a.m.–10:15 a.m.	<b>Break</b>
10:15 a.m.–12:15 p.m.	<b>Repeat Sessions 1,2, and 3</b>
12:15 p.m.–1:30 p.m.	<b>Break</b>
1:30 p.m.–3:30 p.m.	<b>Nuisance Abatement Program – Sharon Hueftle</b>
	<b>Emergency Preparedness - Elijah Kauffman</b>
	<b>Sales Tax - Karla Koehler</b>
3:30 p.m.–3:45 p.m.	<b>Break</b>
3:45 –5:45 p.m.	<b>Repeat Session 1, 2 and 3</b>
6:30 p.m.-7:00 p.m.	<b>Social and Annual Banquet</b> <b>“Cheers to 50 Years”</b>
<b>Friday, March 20</b>	
8:00 – 10:00	<b>Roundtables</b>
10:00 – 10:15	<b>Break</b>
10:15 – 12:15	<b>Cybersecurity for Municipalities – Warren Hagelstien and Stephaine Brown</b>



# 80th Annual IIMC Conference

*Reno - Tahoe, Nevada*  
*May 17 - 21, 2026*

Peppermill Resort  
2707 South Virginia Street  
Reno, Nevada 89502

Visit the 80th Annual IIMC Conference website for more information on;

- Conference Registration
- Conference Housing, Planning and Logistics
- Conference Schedule

<https://www.iimc.com/483/2026-IIMC-Annual-Conference>

**Global Insight. Local Impact.**



# Conference Highlights

IIMC 80th ANNUAL CONFERENCE HIGHLIGHTS | RENO, NEVADA May 17 – 21, 2026

.....

## Region VIII East & West Dinner

Region VIII East & West

Night Out  
Monday, May 18, 2026,

beginning at 6:30 pm  
at

The Edge Lounge at the Peppermill



.....

## Region VIII Conference T-Shirt

Celebrate our event in Reno with an official commemorative Region VIII Conference T-shirt!

*Stay tuned for information on dinner cost and ordering your Region VIII conference T-shirt.*

.....

## All Conference Event

Learn by Day  
Glow by Night  
Tuesday, May 19, 2026  
6:00 pm – 10:00 pm  
Peppermill Tuscany Ballroom



Music, food, drinks,  
costume contest, prizes, and more!  
Get your GLOW on!



# LOOKING TO CONNECT WITH OTHER CLERKS?

## LOCAL AREA CLERKS ASSOCIATIONS & OFFICERS

### PANHANDLE AREA CLERKS ASSOCIATION

**Counties:** Sioux, Dawes, Sheridan, Box Butte, Scottsbluff, Morrill, Garden, Banner, Kimball, Cheyenne, Deuel

**Officers:** President: Janine Schmidt, Morrill  
Vice-President: Jeni Mattern, Terrytown  
Secretary/Treasurer: Carol Martin, Gering

**Meetings:** Bi-annual in the Fall and Spring/March (at Clerks' School)

### SOUTHWEST AREA CLERKS ASSOCIATION

**Counties:** Keith, Perkins, Chase, Dundy, Lincoln\*, Hayes, Hitchcock, Dawson\*, Frontier, Red Willow, Furnas\*, Gosper\*, Phelps\*

**Officers:** President: Tracy Burkey, McCook  
Vice-President: Dixie Sickels, Arapahoe  
Secretary/Treasurer: Tonya Robinson, Curtis

**Meetings:** 4<sup>th</sup> Wednesday of February, May, August, November

### HEARTLAND AREA CLERKS ASSOCIATION

**Counties:** Custer\*, Dawson\*, Gosper\*, Furnas\*, Harlan, Phelps, Buffalo, Sherman, Valley, Garfield, Wheeler, Greeley, Howard, Hall\*, Adams\*, Kearney, Merrick, Franklin

**Officers:** President: AJ Reimers, Loup City  
Vice-President: Cassie Musil, Central City  
Secretary/Treasurer: Peggy Eynetich, Kearney

**Meetings:** 3<sup>rd</sup> Thursday of January, April, August, October, December

### NORTHEAST AREA CLERKS ASSOCIATION

**Counties:** Boyd, Holt, Knox, Antelope, Boone, Nance, Merrick\*, Platte, Madison, Pierce, Cedar, Wayne, Stanton, Colfax\*, Thurston, Dixon, Dakota

**Officers:** President: Lindsay Nelson, Creighton  
Vice-President: Kristy Beard, Bartlett  
Secretary: Sundae Provencher, Petersburg  
Treasurer: Pam Vander Veen, Wakefield  
(Officers change in January and are for two years)

**Meetings:** 3<sup>rd</sup> Thursday of January, April, July, October

### SOUTH CENTRAL AREA CLERKS ASSOCIATION

**Counties:** Hall\*, Adams\*, Webster, Nuckolls, Clay, Hamilton\*, Fillmore\*, Thayer

**Officers:** President: Sandra Schendt, Nelson  
Vice-President: Jodi Randall, Kenesaw  
Secretary/Treasurer: Tricia Allen, Blue Hill

**Meetings:** 3<sup>rd</sup> Thursday of January, April, August, October, December

### SOUTHERN SEVEN AREA CLERKS ASSOCIATION

**Counties:** Polk, York, Fillmore\*, Colfax\*, Butler, Seward, Saline, Jefferson

**Officers:** President: Derek Bargman, Seward  
Vice-President: Lori Matchett, David City  
Secretary/Treasurer: Victoria Vaughn, Polk

**Meetings:** 3<sup>rd</sup> Thursday of February, May, August, November

### THREE RIVERS AREA CLERKS ASSOCIATION

**Counties:** Thurston\*, Cuming, Burt, Dodge, Washington, Saunders, Douglas\*

**Officers:** President: Dawn Gall, Howells  
Vice-President: Kayla Eisenmenger, Oakland  
Secretary/Treasurer: Deb Yosten, West Point

**Meetings:** 3<sup>rd</sup> Thursday of January, April, July, October

### SOUTHEAST AREA CLERKS ASSOCIATION

**Counties:** Saunders, Lancaster, Gage, Douglas\*, Sarpy, Cass, Otoe, Johnson, Nemaha, Pawnee, Richardson

**Officers:** President: Shirley Harbin, Bellevue  
Vice-President: Kristina Findley, Ashland  
Secretary: Ryan Vulgamott, Plattsmouth  
Treasurer: Erin Saathoff, Beatrice

**Meetings:** 3<sup>rd</sup> Thursday of February, April, August, October  
2<sup>nd</sup> Thursday of December

\*Overlapping Area Clerks Association

as of 2/24/26

**Association Presidents - DON'T FORGET TO BRING YOUR FLAG TO THE CELEBRATION OF CLERKS EVENT!**

**HAPPY BIRTHDAY TO THE FOLLOWING CLERKS!!**

**March:** Tricia Allen, Dawn Anderson, Whitney Anderson, Connie Jo Beck, Lori Bonde, Andrea David, Kate Doll, Vicky Goodner, Kyle Huss, Dennis Kirkpatrick, Heather Keezer, Jill Miller, Donelle Moormeier, Janelle Moran, Rochelle Nelson, Jennifer Ramold, Deborah Ritz, Rita Robinson, Casey Schulte, Kylee Soderberg, Evelyn Skelton, Brittney Timmerman, Tara Tomanek-Powell, Jennifer Waterhouse, Mattie Webben, Lisa Werkmeister.

**April:** Ashlea Bauer, Suzanne Borchert, Michael Chatterson, Jennifer Czarnick, Jenae Dulitz, Becky Erdkamp, Kelly Farmer, Becky Finney, Megan Frye, Marilyn Kirchhoff, Alicia Koziel, Michelle Lowther, Rita Maier, Teresa Miller, Sheila Nielsen, Katie Parks, Deanna Perry, Sundae Provencher, Bonnie Ralston, Sandra Schendt, Brenda Weitzenkamp.

**May:** Jan Buoy, Kristin Childers, Shuraya Choat, Tamela Curtis, Peggy Eynetich, Jessie Faber, Raquel Felzien, Nicole Frahm, Melissa Gorsuch, Kelly Havlovic, Shelli Hayes, Angie Hupp, Konnie Jividen, Kandis Koozer, Stephanie Metzger, Roxanne Meyer, Roxanne Mrasek, Stephanie Nelson, Marla Newman, Whitney Parks, Nicole Patent, Heidi Ruzicka, Wendy Thomas, Pam VanderVeen, Kimberley Wright, Lynn Yule.



# Municipal Legal Calendar

*(All statute citations to Revised Statutes of Nebraska)*

## MARCH 2026

### CITIES OF THE FIRST CLASS

- **Within 10 working days** following meeting or before next meeting (whichever is sooner) Clerk to have minutes available for public inspection. (84-1413)
- **Within 15 days** of Passage Clerk publishes ordinances passed. (16-405)
- **Within 30 days** following Council meeting Clerk publishes official proceedings of meetings, including claims. (19-1102)
- **Within 20 days** after end of month Treasurer files monthly financial report. (16-318)
- **Each Quarter** - Report from Depository banks due. (16-714)
- \*\* Clerk must prepare agenda prior to next Council meeting. (84-1411)

### CITIES OF THE SECOND CLASS

- **Within 10 working days** following meeting or before next meeting (whichever is sooner) Clerk to have minutes available for public inspection. (84-1413)
- **Within 15 days of Passage** Clerk publishes or posts ordinances passed. (17-613)
- **Within 30 days** following Council meeting Clerk publishes official proceedings of meeting including claims. (19-1102)
- **Within 20 days** after end of month Treasurer files monthly financial report. (17-606)
- \*\* Clerk must prepare agenda prior to next Council meeting. (84-1411)

### VILLAGES

- **Within 10 working days** following meeting or before next meeting (whichever is sooner) Clerk to have minutes available for public inspection. (84-1413)
- **Within 15 days of Passage** Clerk publishes or posts ordinances passed. (17-613)
- **Within 30 days** following Board meeting Clerk publishes official proceedings of meeting, including claims. (19-1102)
- **Within 20 days** after end of month Treasurer files monthly financial report. (17-606)
- \*\* Clerk must prepare agenda prior to next Board meeting. (84-1411)



# Municipal Legal Calendar

(All statute citations to Revised Statutes of Nebraska)

## APRIL 2026

### CITIES OF THE FIRST CLASS

- **Within 10 days** following meeting or before next meeting (whichever is sooner) Clerk to have minutes available for public inspection. (84-1413)
- **Within 15 days** of Passage Clerk publishes ordinances passed. (16-405)
- **Within 30 days** following Council meeting Clerk publishes official proceedings of meeting. (19-1102)
- **End of each quarter** - Report from depository banks. (16-714)
- **Semiannually** - Mayor and Council publish a statement of receipts and expenditures (16-722)
- **Within 20 days** after end of month Treasurer files monthly financial report. (16-318)
- **April 30** - Liquor licenses (other than Class C) expire unless renewed. (53-124)
- \*\* Clerk must prepare agenda prior to next Council meeting. (84-1411)
- **On or before May 1** - Annual report to governing bodies regarding redevelopment projects (TIF) (18-2117.02)

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# Municipal Legal Calendar

*(All statute citations to Revised Statutes of Nebraska)*

## MAY 2026

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- **Within 15 days** of Passage Clerk publishes ordinances passed. (16-405)
- **Within 30 days** following Council meeting Clerk publishes official proceedings of meeting, including claims. (19-1102)
- **First Day** - Automatic renewal of beer and liquor licenses (except Class C). (53-124, 53-135)
- **Within 20 days** after end of month Treasurer files monthly financial report. (16-318)
- \*\* Clerk must prepare agenda prior to next Council meeting. (84-1411)

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