

Mason City Room, Mason City Public Library
Mason City, Iowa

February 18, 2025
7:00 P.M.

City Council Meeting Comments: City Council Meeting Comments: To view the Agenda for all meetings, visit www.masoncity.net and click on the Agenda button. The public is invited to provide input on Council items only prior to the meeting *or at the meeting during the public forum.*

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AGENDA

REGULAR MEETING OF THE CITY COUNCIL

Our mission is to provide efficient and effective City services and infrastructure with sound fiscal policies that create an enjoyable quality of life in a safe and viable community.

ROLL CALL -

ADOPT AGENDA -

NOTICE TO PUBLIC: PUBLIC FORUM: The Mayor and City Council welcome comments from the public only on agenda items during the public forum. You are asked to give your name, address, and the agenda item number or topic you are referring to on the agenda. Please keep your comments concise and limited to five minutes.

CONSENT AGENDA - All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.

1. MINUTES – Regular Minutes of February 4 and Worksession Minutes of February 13, 2025
2. CLAIMS dated February 6 and 13, 2025
3. PERMITS

4. Administrator recommending approval
Appoint/hire Angie Dickinson as Administrative Assistant – Housing/Safety (Grade G, Step 2, \$22.74/hr.)
5. Administrator recommending approval
Appoint/hire Jennifer Mericle as Finance Intermediate Accounting Clerk at Grade G, Step 8 (\$26.53/hour)
6. Administrator recommending approval
Reso. levying assessments for charges on certain properties and the certification of same to the County Treasurer for collection with property taxes
7. Administrator recommending approval
Reso. setting a date for a public hearing on the “Truth in Taxation” preliminary hearing for the Mason City, Iowa FY26 Budget
8. Administrator recommending approval
Reso. setting a date for hearing on the proposed 2026-2030 Capital Improvements Plan for the City of Mason City, Iowa
9. Administrator recommending approval
Reso. approving the collective bargaining agreement between the City of Mason City, IA and the Teamsters Local Union 238 (Police Department)
10. Administrator recommending approval
Reso. supporting an application for a 2025 Iowa Healthcare Credentialing Grant Application to assist with training and credentialing of staff
11. Administrator recommending approval
Reso. approving the purchase of an F250 ¾ ton pickup truck from Mason City Ford for the Parks Department
12. Administrator recommending approval
Reso. granting preliminary approval for Tax Abatements allowed under the Mason City Urban Revitalization Tax Abatement Program for properties listed in Section 1 in the City of Mason City, Iowa
13. Administrator recommending approval
Reso. approving and authorizing execution of a Development Agreement by and between the City of Mason City and the North Iowa Corridor Housing Development Corporation (NICHDC) for development of 537 4th Street NE

- 14. Administrator recommending approval
Reso. a resolution (1) approving the competitive criteria and procedures for disposition of certain property located within the Forest Park Urban Renewal Area; (2) determining that the proposal submitted by the North Iowa Corridor Housing Development Corporation satisfies the offering requirements and declaring the intent of the city to convey the property to the North Iowa Corridor Housing Development Corporation in the event that no competing proposals are submitted; (3) ordering publication of a notice of competitive bidding and soliciting competing proposals; and (4) fixing date for a public hearing on the proposal to enter into a purchase, sale, and development agreement with the North Iowa Corridor Housing Development Corporation related to the conveyance of property (527 4th Street Northeast), and providing for publication of notice thereof

- 15. Administrator recommending approval
Reso. approving and authorizing execution of a Settlement Agreement between the City of Mason City, Iowa and Merrill J. Fiala for property locally described as 1408 South Delaware Avenue

- 16. Administrator recommending approval
Reso. Setting Date for Public Hearing on Urban Renewal Plan Amendment No. 7 for the Mason City Downtown Reinvestment Urban Renewal Area and on Urban Renewal Plan Amendment No. 4 for the Forest Park Economic Development Area”

- 17. Administrator recommending approval
Reso. Setting a Date of Meeting at Which it is Proposed to Approve a Development Agreement with ES 2024 Mason City Hotel Associates, LLC, Including Annual Appropriation Tax Increment Payments”

ACTION ITEMS –

- 18. Administrator recommending approval
Ord. amending Title 12 of the City Code , it being the Zoning Ordinance of said city, and changing the boundaries of certain districts therein zoned Z3 General Urban District to Z4 Multi-Use District for property generally located in the 500 Block of N. Delaware Avenue (2nd or FINAL)

- 19. Administrator recommending approval
Ord. amending Title 12 of the City Code it being the Zoning Ordinance of said city, and changing the boundaries of certain districts therein zoned Z5

Central Business District to Z3 General Urban District for property generally located in the 100 and 200 blocks of 2nd Street Southeast (2nd or FINAL)

20. Administrator recommending approval

Ord. amending Title 12 of the City Code it being the Zoning Ordinance of said city, and changing the boundaries of certain districts therein zoned Z1 Agricultural to Z4 Multi-Use district for property generally located at the Southeast corner of the intersection of 4th Street SW and Lark Avenue in West Mason City (2nd or FINAL)

Adjournment

Note: City Council members and staff will be available for a period of time after adjournment to visit with citizens, answer questions and address concerns. *In accordance with Title II of the American with Disabilities Act as it pertains to access to Public Meetings, the City Clerk's Office of the City of Mason City, upon 48 hour notice, will make reasonable accommodations for persons with special needs. Please call (641) 424-7102 if you need assistance.* Please note flash photography is not allowed during the meeting.

Mason City Room, Mason City Public Library
Mason City, Iowa

February 4, 2025
7:00 P.M.

MINUTES
REGULAR MEETING OF THE CITY COUNCIL

The City Council of the City of Mason City, Iowa, met in regular session pursuant to law and rules of said Council, in the Mason City Room of the Mason City Public Library, at 7:00 P.M., on February 4, 2025. The meeting was called to order by the Mayor Pro tem and on roll being called there were present, Paul Adams, Mayor Pro tem in the Chair, and the following Council Members: Jaszewski, Masson, Latham, Adams, Symonds, Lee. Absent: Schickel

ADOPT AGENDA

It was moved by Jaszewski and seconded by Masson that the agenda be adopted.

On roll call, the vote was as follows:

Yea: Jaszewski, Masson, Symonds, Adams, Latham, Lee
(Motion was declared carried.)

SPECIAL ITEMS

1. Presentation on FY24 Annual Comprehensive Financial Report (ACFR):

Finance Director:

We are pleased to welcome Bonnie Schwieger, audit principal for Abdo, to our February 4 meeting for presentation of the FY24 Annual Comprehensive Financial Report (ACFR). This year's audit went very smoothly, and we were able to file on time and with no audit comments. We will have a related item on the meeting agenda for some interfund transfers related to the audit accruals, and Bonnie and I will also be available answer questions as needed on those items. Abdo's presentation is attached. The full audit is available on our website at: <https://bit.ly/masoncityacfr24>.

Bonnie Schwieger, with Abdo provided a presentation on the FY24 Annual Financial Report.

Council comments and questions followed the report.

PUBLIC FORUM

The Mayor Pro tem asked if there were any comments.

There being no comments the Public Forum was declared closed.

CONSENT ITEMS

Prior to adopting the Consent Agenda, Item #7 was removed to be acted upon separately.

The following Consent Agenda Items were Approved/Adopted:

2. **Minutes:** Regular Special and Closed Minutes of January 21, 2025; Worksession Minutes of January 16 and 28th and Special Minutes of January 28, 2025, were presented.
3. **Claims:** Dated January 23, and 30, 2025 in the amount of \$1,489,332.37
4. **Permits:**

City Administrator:

The following permits/renewals are submitted for approval.

Brix Wine & Whiskey 28 East State Street	Class C Retail, Outdoor Service
Dollar General Store #6730 305 N. Federal Avenue	Class B Retail
Dollar General Store #23916 1710 South Federal Avenue	Class B Retail
The Phoenix Bar 631 6 th Street Southwest	Class C Retail Alcohol
River City Lounge 116 N Federal Avenue	Class C Retail Alcohol
Margaritas Mexican Restaurant & Bar Service 1911 South Federal Avenue	Special Class C Retail Alcohol, Outdoor

5. **Appointments to Boards & Commissions:**

Mayor:

The council is asked to confirm the following individuals to the appropriate boards and commissions. Applications are on file in the Clerks office.

<u>Name</u>	<u>Board or Commission</u>	<u>Reappt./New</u>	<u>Term</u>
John Robbins (TFV Arian Schuessler)	ZBA	New	2027
Ray Stearns	Housing Authority Board	New	2029

6. **Audit Accrual-Related Issues:**

Finance Director:

Per a recommendation from our auditors at Abdo, we are now posting all of the audit adjustments/accruals to the financial system for the first time. This provides for financials that tie out to the audited numbers and is definitely the right way to provide for the most accurate financials. However, it does involve a number of operational adjustments, espe-

cially in this first year where Abdo has provided accruals from numerous previous years for posting. The basic item to know in understanding this topic is that while the City operates on the cash basis of accounting, our auditors convert these cash basis financials to modified accrual (for governmental funds) or accrual basis (for enterprise funds) as per Generally Accepted Accounting Procedures (GAAP) that are required in order to qualify for the Certificate of Achievement (COA) in Financial Reporting the City has received from the Government Finance Officers' Association (GFOA) for each of the past 30+ years. Accrual basis of accounting delves into many areas that are not relevant in cash-basis accounting, including amortized cost of assets, other post-employment benefit (OPEB) costs, depreciation, etc. It also deals with different timing for revenue and expenditure recognition than cash-basis accounting, which can change the relative fund balances or even the overall fund balance for a particular reporting period. The result of posting of the FY23 and FY24 audit adjustments was generally that Debt Service Fund 210 had its fund balance greatly increased, while the fund balances in Water 600, Sewer 610, and Storm Sewer 620 in particular were greatly reduced. There were many other effects in other funds, but those were the most profound. After analyzing the issues involved and meeting with Abdo on the topic, our staff developed a plan for interfund transfers that will properly restore the individual fund balances to the desired levels, and received Abdo's general concurrence that the proposed transfers are appropriate. We recommend that the City Council approve the attached plan for transfers. We have incorporated the proposed plan into the recommended FY26 operating budget projections.

8. Final Pay & Change Orders – “28550 Bike Park & Trails Bid Package 1”:

City Engineer:

The recommendation is: that the City Council accept the project and approve final payment, including Change Order No. 4, with Rock Solid Trail Contracting, LLC, of Denver, Colorado, for the Bike Park and Trails Bid Package 1 project. The Bike Park and Trails Bid Package 1 project was completed in October of 2024, and the final pay request is now prepared for Rock Solid Trail Contracting, LLC. The final payment amount is \$241,705.42. The Bike Park and Trails Bid Package 1 project included three main locations: The Riverhawk, Evans Preserve, and Marstens Trail areas. The extent of the work involved the furnishing of labor and new materials for natural surfaced mountain bike trails, wooden boardwalks, parking lot, signage, and all other work, in accordance with the contract documents. The work also included the furnishing of labor and new materials for changes and additions to the project through change orders. Four Change Orders occurred over the course of the project, with two resulting in increases to original contract.

- Change Order No. 1 included the removal of a stairway to modify the layout, improving the riding experience of the Marsten Trail. The change order also included the installation of 2-15" culvert for improved drainage. No cost associated with the change order.
- Change Order No. 2 included additional work and design at two trail locations, Riverhawk and Evans Preserve. The first involved an extension of the Riverhawk Trail which resulted in the trailhead being relocated nearer to the high school parking lot entrance. The purpose was to draw attention to the trailhead and the investment in the trail systems for Mason City. This resulted in a contract increase of \$36,310.50.

The second part of Change Order No. 2 involved design changes related to two water crossings. The crossings exceeded the maximum span of the boardwalks

specified in the original plans. The design change utilized two forty-eight-inch culverts with wall stone sides. This created a safer and improved riding experience, and the culverts will outlast the life of a wooden bridge. This resulted in a contract increase of \$7,700.00. The total cost of the approved Change Order No. 2 was \$44,010.50. The actual completed cost was \$49,951.15.

- Changes Order No. 3 was for an extension and adjustment of time due to weather delays and change in the scope of work which included the Riverhawk Trail relocation. No cost associated with the change order.
- Change Order No. 4 is an account of over/under amounts in the Base Bid quantities. The change order also includes costs for labor and materials added to the project. The change order provides a review of the balance between the base-bid contract amounts and the actual amounts installed during the project. The total cost of the project is the sum of the base bid with Alternates A and B, as well as costs associated with Change Orders 1 through 4. Change Order No. 4 results in a net increase of \$9,870.55 to the original contract.

Including the four change orders, the total cost of the project was \$576,614.72 or 8.5% over the original contract amount. The changes made to the original design and construction plans were made to deliver a project for Mason City that would fully utilize the funds available and to provide the best user experience with the longest lasting trail system and features possible. During the project there were also situations where the designs or trail layout were not buildable due to water levels or other unknown conditions discovered during excavation. Due to the unique nature of the project, changes were inevitable but quickly resolved through the trail building experience and expertise of the Rock Solid Team, ISG, City Staff and the North Iowa Human Power Trails Group. The project is budgeted and is being funded with Local Option Sales and Service Tax Funds and a State Grant. The original contract amount was \$522,733.67, the project as completed is \$576,614.72. I respectfully request that the City Council accept the project and approve the final payment, including Change Order No. 4, with Rock Solid Trail Contracting, LLC, of Denver, Colorado in the amount of \$241,705.42.

Reso. 25-15:

Resolution No. 25-15, approving a change order and accepting work and ordering payment for construction of the “28550 Bike Park and Trails – Bid Package 1”, was presented.

9. Placement River City Sculptures - Spiral Dance:

Planning & Zoning Manager:

The Planning and Zoning Commission has approved and recommends the permanent placement of a piece of sculpture on public property in Mason City. Photos of the sculpture can be found in the attached Planning and Zoning Commission staff report. A site plan showing the proposed location is included as well. Staff respectfully request, per the recommendation from the Planning and Zoning Commission, that the Council approve placement of the sculpture near the entrance to Southbridge Mall. River City Sculptures on Parade is proposing to place a sculpture entitled “Spiral Dance” near the south entrance to Southbridge Mall. The sculpture was purchased with a grant from the Phyllis and David Murphy Foundation and gifted to the City of Mason City. The sculpture will mark the entrance to the Riverwalk from the mall. A different version of the sculpture

was part of the 2024-2025 sculpture walk and was displayed on W. State St. on the north side of the Principal building until it was vandalized. River City Sculptures has acquired a new bronze casting of the sculpture with a white coating to display on a limestone pedestal located in a parking lot island across from the mall entrance. The bronze casting will make the sculpture more resistant to vandalism. Development Services Department staff consulted with the relevant City departments and public utility providers. There were no requested conditions or objections to the permanent placement of the sculpture. Title 2-2-4 of the Municipal Code outlines the powers and duties of the Planning and Zoning Commission as they relate to planning. Section 2-2-4-C of the Code tasks the Commission with the duty to make recommendations on improvements. It states:

No statuary, memorial or work of art in a public place, and no public building, bridge, viaduct, street fixture, public structure or appurtenance shall be located or erected or a site for such structure obtained until and unless the design and proposed location of such structure be submitted to the Planning and Zoning Commission for its recommendation. No permits for such structures shall be issued without the Commission having made the above recommendation. However, such requirements for recommendations shall not act as a stay upon action where the Commission, after thirty (30) days' written notice requesting such recommendations, has failed to file the same.

The Planning and Zoning Commission reviewed the request at their regular January 14, 2025, meeting and recommended unanimously that the sculpture installations be placed as proposed. There is no budget impact arising from the Commission's recommendation. The Planning and Zoning Commission respectfully requests that the City Council approve the placement of the sculpture as proposed. Staff concurs with this request.

Reso. 25-16:

Resolution No. 25-16, approving the permanent placement of a piece of public art – Spiral Dance (River City Sculptures) in downtown, Mason City, was presented.

10. Placement River City Sculptures – Harmony in Light & Resonance:

Planning & Zoning Manager:

The Planning and Zoning Commission has approved and recommends the permanent placement of two art installations associated with the Riverwalk project in downtown Mason City. Staff respectfully request, per the recommendation from the Planning and Zoning Commission, that the Council approve placement of the two installations. Rendering of the installations and site plans are included in the attached Planning and Zoning Commission staff report. The City is currently developing the Riverwalk, a gathering space and walking path on the north bank of Willow Creek between the one-way segments of US Highway 65. As part of the development, two sculptural installations will be constructed. The first is entitled "Harmony in Light." This installation features 19 large stainless steel cylinders lit from within. The cylinders are laser cut with classic Prairie School patterns. Interior lighting and sunlight will cast the patterns on surrounding areas. Renderings and a site plan are attached. The second installation is called "Resonance." The installation includes 9 elements reminiscent of tuning forks that will be integrated into the guardrails west of the bridge connecting the mall parking lot and The

River apartments and then extend northward drawing pedestrians to the south entrance of Southbridge Mall. Title 2-2-4 of the Municipal Code outlines the powers and duties of the Planning and Zoning Commission as they relate to planning. Section 2-2-4-C of the Code tasks the Commission with the duty to make recommendations on improvements. It states:

No statuary, memorial or work of art in a public place, and no public building, bridge, viaduct, street fixture, public structure or appurtenance shall be located or erected or a site for such structure obtained until and unless the design and proposed location of such structure be submitted to the Planning and Zoning Commission for its recommendation. No permits for such structures shall be issued without the Commission having made the above recommendation. However, such requirements for recommendations shall not act as a stay upon action where the Commission, after thirty (30) days' written notice requesting such recommendations, has failed to file the same.

The Planning and Zoning Commission reviewed the request at their regular January 14, 2025, meeting and recommended unanimously that the sculpture installations be placed as proposed. There is no budget impact arising from the Commission's recommendation.

The Planning and Zoning Commission respectfully requests that the City Council approve the placement of the sculptures as proposed. Staff concurs with this request.

Reso. 25-17:

Resolution No. 25-17, approving the permanent placement of two pieces of public art – Harmony In Light and Resonance (River City sculptures) in downtown Mason City, was presented.

11. Purchase & Sale Agreement – Horizon Development Group:

Development Services Director:

Staff respectfully requests that the City Council approve the resolution approving the Purchase and Sale Agreement with Horizon Development Group, Inc. for 508 North Delaware Avenue and 17 6th Street NE and authorizing its execution. In July of 2024, the City was designated an Iowa Thriving Community by the Iowa Finance Authority (IFA). This designation provides additional scoring points to a developer applying for Federal Low Income Housing Tax Credits (LIHTC) or Iowa Workforce Housing Tax Credits to finance a housing project in Mason City. These additional points make the application more competitive and therefore more likely to be approved. Because of its size and location, the Northbridge site by itself is expected to score well. On September 17, 2024, the City Council authorized release of a Request for Proposals to develop the Northbridge site. Four proposals were received. Staff recommended approval of the proposal from Horizon Development Group, Inc. for a 4-story, 45-unit senior housing project. On November 19, 2024, the City Council held a public hearing and approved a Resolution authorizing Staff to negotiate a Real Estate Purchase and Sale Agreement with Horizon. Horizon's proposal, now named "Encore Senior Living," would be a four-story building with 45 units of senior housing. While the final unit mix would be determined during the development process, the proposal shows 15 1-bedroom units and 30 2-bedroom units. The 1-bedroom units will range from approximately 650 square feet to 850 square feet.

The 2-bedroom units will range from approximately 930 square feet to 1,100 square feet. All of the units would be affordable to qualified households ranging from 30% to 80% of the county-wide area median income (AMI), with an average of about 55% AMI. For a single person living alone, those earning between \$19,150 and \$51,100 would meet these thresholds; a family of two persons earning between \$21,900 and \$58,400 would also qualify. Horizon's preliminary market research indicates that there is sufficient demand in Mason City for this type of unit to meet the needs of low-income seniors. The site plan shows a 4-story building facing North Delaware Avenue, with surface parking on the north portion of the site that is accessed from 6th Street NE, and 35 underground parking spaces beneath the building. This arrangement best overcomes the limitations of the site due to its odd shape and access points. The building takes advantage of the site's shape, being wider on the east and tapering to a narrower building on the west. Use of different colored materials for the building transitions adds variety and interest to the design. The company anticipates an estimated project cost of \$13,023,831. The project would be funded mostly with LIHTC tax credits. The developer will also seek HOME and National Housing Trust Fund financing through the Iowa Finance Authority. The proposal states that part of the overall financing would be in tax savings through the Urban Revitalization Tax Abatement program. Under the City's Urban Revitalization Plan, the project is eligible for a 10-year, 100% abatement of City property tax, equaling approximately \$166,627. Horizon also anticipates City approval of a \$30,000 forgivable Downtown Revitalization Loan (DoRL). Staff is confident that the development site, the quality of the project, and the additional Iowa Thriving Community scoring points will lead to success in the highly competitive LIHTC approval process. Horizon's application to the Iowa Finance Authority is due February 19. The IFA Board will make LIHTC award decisions in May. Horizon Development will continue to own and manage the property. Their experience (as outlined in their proposal) shows that they have the ability to build a quality project as well as manage it after construction, to provide a superior housing choice for low-income seniors in Mason City. After the Purchase and Sale Agreement is approved, Horizon will pay \$1,000 "earnest money" to secure the site. Staff will then negotiate a Development Agreement with Horizon that will outline their development commitments. This Agreement (which will be submitted to the Council for approval at a later date) will state that, should Horizon not be awarded the necessary funding, the City will return the earnest money to Horizon and the property will stay under City ownership. If the funding is approved, however, a closing date will be set, and Horizon will pay \$62,730 for the property; this amount reflects the assessed value of the site and constitutes "fair value" with regard to sale of public property in an Urban Renewal area. There is no impact to the operating budget resulting from this action. Staff respectfully requests that the City Council approve the resolution approving the Purchase and Sale Agreement with Horizon Development Group, Inc. for 508 North Delaware Avenue and 17 6th Street NE and authorizing its execution.

Reso. 25-18:

Resolution No. 25-18, approving Purchase and Sale Agreement with Horizon Development, Inc. for sale and development of parcels 070335601500, 070335601600, and 070335601700 (Northbridge Site), was presented.

It was moved by Masson and seconded by Jaszewski that all items in the Consent Agenda be approved and Resolutions adopted.

Yea: Masson, Jaszewski, Adams, Latham, Symonds, Lee
(Motion was declared carried.)

7. Order Hearing East Park Redevelopment Project:

City Engineer:

The recommendation is: that the City Council approves the plans and specifications and sets a public hearing date for the East Park Redevelopment project. The Mason City Engineering Department has completed plans and specifications for the East Park Redevelopment project. City Council's approval of the plans and specifications is now being requested. In addition, a public hearing is being requested for March 4, 2025. The general extent of the work involves site clearing and grubbing; the demolition of three single family homes, including detached garages and outbuildings; disconnection of water and sewer services; installation of new water and sewer services; remove and replace PCC pavement patches, curb and gutter and sidewalk; demolition of block retaining wall; construct modular block retaining wall; embankment shaping and grading, site restoration and hydraulic seeding; and all incidentals within the parameters of the East Park Redevelopment project located within the City of Mason City. The Engineer's Opinion of Probable Cost for the East Park Redevelopment project is \$306,937.00. The project is budgeted and funded with G.O. Bonds. I respectfully request the City Council's approval of the project plans and specifications; and in addition, that the City Council set March 4, 2025, as the public hearing date for the East Park Redevelopment project.

It was moved by Symonds and seconded by Latham that Resolution No. 25-14, be adopted.

Council Member Symonds mentioned it appeared the City was choosing to demolish three houses and selling another to be moved and asked how that transpired with Administrator Burnett explaining the process and how staff came to that determination.

The Mayor Pro tem called the question and the following Resolution was introduced.

Reso. 25-14(ADOPTED):

Resolution No. 25-14, authorizing notice to bidders, fixing amount of bid security, and ordering clerk to publish notice and fixing a date for receiving same, and for a public hearing on plans, specifications, form of contract and estimate of costs for construction of the "East Park Redevelopment Project No. 24-1019", was presented.

On roll call, the vote was as follows:

Yea: Symonds, Lathma, Lee, Jaszewski, Adams, Masson
(Motion was declared carried.)

PUBLIC HEARING

12. Sale of City Property – 537 4th Street NE:

Development Services Director:

Staff respectfully requests that the Council convene a Public Hearing to consider a Real Estate Purchase Agreement to sell City-owned property at 537 4th Street NE to the North

Iowa Corridor Housing Development Corporation. Upon closing the public hearing, Staff requests approval of the Resolution authorizing execution of Real Estate Purchase Agreement. On December 17, 2024, the City Council approved a Resolution allowing the publication of a Notice of Bidding and setting a Public Hearing date for February 4, 2025, to consider a Real Estate Purchase Agreement to sell City-owned property at 537 4th Street NE. Because the property is located in the Forest Park Urban Renewal Area, the Iowa Code requires a Notice of Bids and a 30-day bidding period. The Notice of Bids set a bidding period deadline of January 17, 2025. A base bid from the North Iowa Corridor Housing Development Corporation (NICHDC) was established through a Real Estate Purchase Agreement, which has been signed by the NICHDC. No competing bids were received by the January 17 deadline. Therefore, after holding the required public hearing, the City Council can approve the Real Estate Purchase Agreement with the NICHDC. The City acquired 537 4th Street NE along with several other properties in this block to mitigate a potential public danger related to the retaining wall on the City right-of-way. This property actually consists of two lots; the lot to the west is vacant and could be developed separately. The house on the east lot is generally in turnkey condition and therefore it is not proposed for moving to another lot or for demolition. The City intends to transfer the property to the NICHDC, who will make upgrades and resell it for a price affordable to the workforce. This work will include closing up the basement-level garage at the front of the house, removing the driveway from 4th Street NE, and regrading the front of the property so that the retaining wall is no longer needed and can be removed. A garage, which can be accessed from the alley, will either be moved to this property from one of the other 4th Street NE lots, or a new garage will be constructed. Upon the sale of the property to a new family, NICHDC will pay the City \$100,000. Any proceeds from that sale over \$100,000 will be retained by the NICHDC for investment in future housing projects. The City's and the HDC's obligations as noted above will be stated in a Development Agreement that will be submitted to the City Council for approval at the next meeting. After the Development Agreement is approved and executed, the City will set a closing date to transfer the property to the HDC. There is no impact to the operating budget resulting from this action. Sale of the property will eventually result in making the property taxable again. Staff requests approval of the Resolution authorizing execution of Real Estate Purchase Agreement.

The Public Hearing was held as per published notice.

Mayor Pro tem Adams asked if there were any written comments or objections.

There being no comments the Public Hearing was declared closed.

It was moved by Latham and seconded by Masson that Resolution No. 25-19, be adopted.

The Mayor Pro tem called the question and the following Resolution was introduced.

Reso. 25-19(ADOPTED):

Resolution No. 25-19, approving disposition of city-owned property (537 4th Street NE) in the Forest Park Urban Renewal Area and authorization to execute the real estate purchase agreement with the North Iowa Corridor Housing Development Co., was presented.

On roll call, the vote was as follows:

Yea: Latham, Masson, Symonds, Adams, Lee, Jaszewski
(Motion was declared carried.)

13. Change of Zone – 500 Block North Delaware:

Planning & Zoning Manager:

The Planning and Zoning Commission held a public hearing on January 14, 2025 to consider rezoning property generally located in the 500 block of N. Delaware Avenue from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District. The Commission voted unanimously to recommend that the City Council approve the rezoning. Staff concurs with this recommendation and requests that the Council hold a public hearing on the application. Barring any significant public objection to the rezoning, staff recommends that the Council approve the rezoning on 1st consideration (1st, 2nd, or FINAL)

Compressed Approval Timeline Requested: The developer selected by the City to redevelop the property subject to this rezoning is submitting an application for the Low Income Housing Tax Credit (LIHTC) program. If the developer can document that the land is appropriately zoned for the proposed development, their application will score higher and be more competitive. Typically, a rezoning requires approval at three separate meetings. In the case of this rezoning, we would normally expect that the final consideration would take place on March 4, 2025. However, the LIHTC application is due on February 19. At the February 18 City Council meeting, and barring any significant public objection to the rezoning, staff will be requesting that the Council waive the second reading and proceed to final approval.

Review: The subject property, owned by the City of Mason City, is located on the north side of Mason City's downtown. Most of the property is a remnant of the property acquired by the City to complete the realignment of US Highway 65 and the Northbridge Project. It also includes several parcels acquired by the City through Iowa Code Section 657A to facilitate the removal of abandoned properties. The area proposed for rezoning comprises approximately 1.37 acres and is currently zoned Z3 General Urban District. The City recently solicited proposals for the redevelopment of the property. A proposal for a four-story building was accepted, subject to the granting of certain state incentives. The maximum height allowed in the Z3 Zoning District is 3 stories. The rezoning to Z4 will allow a four-story building on the site. The City is the applicant in this case. This area was placed in the Z3 Zoning District in 2010 when the zoning ordinance was rewritten. Prior to that time, it was zoned C-CBD Central Business Zoning District. Because this area lacks controlled pedestrian connections to cross US 65, and because of the character of the development on the east ¾ of the block, it was determined that the Z3 District was a more appropriate zoning classification for the property. The commercial property at the west end of the block was placed in the Z4 Zoning District. The requested rezoning will extend the existing Z4 district to the centerline of S. Delaware Avenue and facilitate the construction of a four-story building on the site. The area to the north, northeast, east, and southeast is zoned Z3 General Urban Zoning District and is developed with various types of residential forms and functions including freestanding house, mansion flats, and duplex/two-flat forms. The area to the west and northwest is zoned Z4 Multi-Use Zoning District and is developed with small box and mixed-use forms. The land to the

south is zoned Z5 Central Business Zoning District and is developed with a legally non-conforming medium box form used as a grocery store. (Note that the structure is non-conforming due to the building height, setbacks and lot coverage. A medium box form is allowed in the Z5 district). The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks. The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic, and medium to high density residential uses necessary to support the needs of the overall community.

Comprehensive Plan Analysis: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed Use designation include maximizing positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should also maintain a primarily non-residential focus, and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods. Primary support for the rezoning can be found in Mason City Policy 4, the downtown policy. The policy is found on page 97 of the plan, and reads: "Define strategies to leverage downtown assets for new uses of underused spaces." The proposed rezoning is in a sub-area identified as a "support district". The policy includes a focus on expanding programs that invest in residential development, especially upper story redevelopment. The policy also encourages building the downtown quality of life for an active, attractive, safe, and secure environment that recruits and retains businesses. Policy 3, focused on neighborhood development, also supports the rezoning. The policy reads: "Target neighborhoods and corridors to pursue infill development and connectivity." The policy focuses on vacant lots that can meet the need for housing growth. The entirety of the property included in the rezoning is vacant; most of the land has been vacant since 2003.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z4 Multi-Use District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comments: Chapter 414.5, Code of Iowa, outlines the process to protest a rezoning. If a written protest against a change of zone is filed with the City Clerk and signed by the owners of twenty percent or more of the owners of the properties within the area considered for the proposed change, or twenty percent or more of the owners within 200 feet of the exterior boundaries of the property for which the rezoning is proposed, the rezoning must be approved by a favorable vote of at least three-fourths of all the members of the City Council. The protest must be filed before or at the public hearing. Staff has not received any comments regarding this request. Any request received prior to the Council meeting will be summarized for the Council at the meeting.

There should be no impact to the City's budget from this rezoning.

Staff recommends that the Council hold a public hearing on this request. Barring any significant public objections, staff recommends that the rezoning be approved on 1st consideration.

The Public Hearing was held as per published notice.

Mayor Pro tem Adams asked if there were any written comments or objections.

There being no comments the Public Hearing was declared closed.

It was moved by Masson and seconded by Jaszewski that the Ordinance be received and placed on file for First Consideration.

Council Member Masson asked Development Services Director Van Steenhuyse for an overview with Van Steenhuyse providing highlights and Administrator Burnett pointing out the minutes of the Planning and Zoning meeting stated there was one objection by an adjacent property owner who felt the development didn't fit the area.

The Mayor Pro tem called the question and the following Ordinance was introduced.

Ord. (1st Consideration):

An Ordinance amending Title 12 of the City Code it being the Zoning Ordinance of said city, and changing the boundaries of certain districts therein zoned Z3 General Urban District to Z4 Multi-Use District for property generally located in the 500 Block of N. Delaware Avenue, was presented.

On roll call, the vote was as follows:

Yea: Masson, Jaszewski, Lee, Symonds, Adams, Latham
(Motion was declared carried.)

14. Change of Zone – 100 and 200 Blocks of 2nd Street SE:

Planning & Zoning Manager:

The Planning and Zoning Commission held a public hearing on January 14, 2025 to consider rezoning property generally located in the 100 and 200 blocks of 2nd St. SE from Z5 Central Business Zoning District to Z3 General Urban Zoning District. The Commission

voted unanimously to recommend that the City Council approve the rezoning. Staff concurs with this recommendation and requests that the Council hold a public hearing on the application. Barring any significant public objection to the rezoning, staff recommends that the Council approve the rezoning on 1st consideration (1st, 2nd, or FINAL)

Review: The applicant in this case is Gregory Gomery, the owner of 132 2nd St. SE. The property subject to this rezoning request lies on the north side of 2nd St. SE between the north/south alley lying between S. Delaware Avenue and S. Pennsylvania Avenue and extending east to the north/south alley lying between S. Pennsylvania Avenue and S. Georgia Avenue. It includes an accessory parking lot, a multiple flat building, three free-standing houses (one of which houses a corner store), and a two-flat/duplex form. The area proposed for rezoning comprises approximately 1.65 acres and is currently zoned Z5 Central Business Zoning District. The applicant has listed his home at 132 2nd St. SE for sale and a potential buyer encountered difficulties obtaining a mortgage because a free-standing house is not allowed in the Z5 District. Lenders are hesitant to finance the purchase of improvements that do not conform to the underlying zoning. The area proposed for rezoning is adjacent to and abutting a Z3 General Urban Zoning District to the south. After discussing options with Mr. Gomery, we determined that we could support a rezoning of the Gomery property and other properties in the area that would likely encounter the same issues as Mr. Gomery encountered if they are listed for sale. Each of the six properties included in the rezoning are legally non-conforming due to use or bulk requirements in the Z5 District. A rezoning will correct this for all but one property. The parking lot will continue to be considered legally non-conforming because it does not meet the performance standards for parking lots; the use itself is allowed in the Z3 District. Staff has researched the zoning in this area, and it appears this area has been in the same zoning district as the downtown core since at least 1966. The name of this district has changed over time. The area to the southwest, west, northwest, north and northeast is zoned Z5 Central Business Zoning District. This area is developed with a funeral home, bed and breakfast, the community theater, and various commercial buildings. A free-standing house lies directly to the north of the Gomery property. The former North Iowa Hospice lies directly to the east. The area to the south and southeast is zoned Z3 General Urban District. The MacNider Art Museum and the Mason City Public Library lie to the south and southeast. Additional areas of Z3 District lie further to the east. The purpose of the Z5 Central Business District is to provide for higher density, multi-story mixed use buildings that accommodate a variety of retail, entertainment, business and personal services, office, lodging, residential and civic functions supported by public squares, plazas and miniparks within a walkable, interconnected grid of landscaped streets with sidewalks. The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks.

Comprehensive Plan Analysis: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed

Use designation include maximizing positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should also maintain a primarily non-residential focus, and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods. Primary support for the rezoning can be found in Mason City Policy 5. The policy is found on page 97 of the plan and reads: "Mason City knows that historic preservation is an opportunity for reinvention and can reinvigorate areas with a spirit that may be harder to create with new buildings." This part of downtown Mason City is referred to as the East of Delaware area on the nomination to place the downtown on the National Register of Historic Places. The neighborhood was originally developed as a residential neighborhood and was developed with primarily single-family residences. In the early 1900s, as Mason City felt pressure to expand the downtown, redevelopment of these areas began. One of the first structures built was the Brick and Tile building. By the 1920s, a variety of commercial structures had replaced many of the single-family homes. The area proposed for rezoning is one of the last remaining remnants of this residential development downtown. Rezoning the property will help preserve the historic character of these residential structures. *Spot Zoning*: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z3 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comments: Chapter 414.5, Code of Iowa, outlines the process to protest a rezoning. If a written protest against a change of zone is filed with the City Clerk and signed by the owners of twenty percent or more of the owners of the properties within the area considered for the proposed change, or twenty percent or more of the owners within 200 feet of the exterior boundaries of the property for which the rezoning is proposed, the rezoning must be approved by a favorable vote of at least three-fourths of all the members of the City Council. The protest must be filed before or at the public hearing. Staff has not received any comments regarding this request. Any request received prior to the Council meeting will be summarized for the Council at the meeting.

There should be no impact to the City's budget from this rezoning. Staff recommends that the Council hold a public hearing on this request. Barring any significant public objections, staff recommends that the rezoning be approved on 1st consideration.

The Public Hearing was held as per published notice.

Mayor Pro tem Adams asked if there were any written comments or objections.

There being no comments the Public Hearing was declared closed.

It was moved by Jaszewski and seconded by Latham that the Ordinance be received and placed on file for First Consideration.

The Mayor Pro tem called the question and the following Ordinance was introduced.

Ord. (1st Consideration):

An ordinance amending Title 12 of the City Code it being the Zoning Ordinance of said city and changing the boundaries of certain districts therein zoned Z5 Central Business District to Z3 General Urban District for property generally located in the 100 and 200 Blocks of 2nd Street Southeast, was presented.

On roll call, the vote was as follows:

Yea: Jaszewski, Latham, Lee, Symonds, Adams, Masson
(Motion was declared carried.)

15. Change of Zone – 4th Street SW and Lark Avenue in Mason City:

Planning & Zoning Manager:

The Planning and Zoning Commission held a public hearing on the proposed rezoning on January 14, 2025. There were no comments at the public hearing; the minutes of the 1/14/25 meeting are attached. The Commission voted unanimously to recommend that the City Council approve rezoning the subject property from Z1 Agricultural District to Z4, Multi-Use District. Staff concurs and requests that the Council open a public hearing on the rezoning. Upon closing the public hearing, Staff requests that the City Council approve the rezoning on first consideration (1st, 2nd, or FINAL). The parcel to be rezoned is located south of the undeveloped area of the Sedars Auto Park subdivision, at the western edge of the city. It consists of approximately 45 acres on the south side of IA 122, including the contiguous highway right of way and the east half of Lark Avenue, extending from the IA 122/Lark intersection about ¼ mile south along Lark Avenue and ¼ mile east along IA 122. The majority of the property is owned by Cerro Gordo County, but a recently created parcel at the northwest corner of the site is owned by Atwater Mason City IA, LLC. This site is currently being developed with a new Tractor Supply store. The developers of the new Tractor Supply store approached the County to develop this site in 2023. However, they also wanted to connect to the City-owned water and sanitary sewer lines in Lark Avenue. Typically, a use connecting to City utilities must also be within the City limits. The City has a 28E Agreement with the County to provide water and sanitary sewer utilities to the County Law Enforcement Center and Engineering Department on the west side of Lark Avenue, as well as to the Country Meadow Place senior complex on Kingbird Avenue farther to the west. To be allowed to connect to these utilities, the County and Atwater petitioned to be annexed to the City, as the property is contiguous to the City limits on the north side of IA 122. The City Council approved a resolution for the 100% voluntary annexation of the County and Atwater properties on November 5, 2024; the annexation became official on November 15, 2024, when it was acknowledged by the Iowa Secretary of State. The Zoning Ordinance provides that upon annexation, property is automatically zoned Z1, Agriculture. The owners request that the properties be rezoned to Z4, Multi-Use District. The Z4 District will allow both the Tractor Supply

store as well as future commercial forms and functions along the annexed section of IA 122. *Neighboring development and zoning:* The land to the north is in the City and is zoned Z4- Multi-Use District. To the east, the land is in Cerro Gordo County and is zoned C-2, General Commercial, along with a portion that does not front on IA 122 zoned A-1, Agricultural. The remaining land to the south and west is zoned A-1, Agricultural. All of the surrounding lands are vacant farmland except for the County Law Enforcement Center to the southwest and the Sedars Auto Park businesses (Decker's Sports, Cinema West, the Nissan and Chrysler dealerships, etc.) on the north side of IA 122.

Analysis: The purpose of the Z1 Agricultural District is to provide areas in which agriculture and related uses are supported and natural ecosystems, woodlands, wetlands, prairies, etc., are preserved to prevent soil erosion, protect water quality and support biodiversity and natural habitats. (Section 12-14-1). As the most restrictive zoning district, land that is annexed is automatically zoned Z1. It is understood that land intended for functions other than agriculture will be rezoned after annexation. The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic and medium to high density residential uses necessary to support the needs of the overall community and planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets and parking facilities. The Tractor Supply store and other retail forms and functions are allowed in the Z4 District.

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. The North Iowa Corridor Joint Comprehensive Plan designates this area as Commercial Mixed Use. Land developed in this designation includes a variety of commercial and office uses, as well as mixed use and higher density residential uses. This area is also located in the "Common Ground" subarea as identified by the Comprehensive Plan. This area is mostly within Cerro Gordo County between the city limits of Mason City and Clear Lake, along IA 122 and 255th Street (19th Street SW in Mason City). According to the Plan, a city rezoning within the Common Ground area is subject to the adopted procedures of the respective jurisdiction, with review and comment provided by the County. The County is an owner of land to be rezoned and has provided acknowledgment and approval of the proposed rezoning. A Common Ground rezoning is in accordance with the Joint Comprehensive Plan if it aligns with the Plan goals and future land use map, is compatible with future land uses in the area, and there is or can be adequate public services to the area. The forms and functions allowed in the proposed Z4 Multi-Use zoning district are compatible with the Commercial Mixed Use designation; the proposed rezoning is in accordance with the Common Ground shared policies and actions.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the planned uses for the area and the proximity of the property to other areas of Z4 District zoning justifies the

rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Joint Comprehensive Plan and does not constitute spot zoning

There is no impact to the operating budget resulting from this action. Staff requests that the City Council open a public hearing on the rezoning. Upon closing the public hearing, Staff requests that the City Council approve the rezoning on first consideration (1st, 2nd, or FINAL).

The Public Hearing was held as per published notice.

Mayor Pro tem Adams asked if there were any written comments or objections.

There being no comments the Public Hearing was declared closed.

It was moved by Jaszewski and seconded by Symonds that the Ordinance be received and placed on file for First Consideration.

The Mayor Pro tem called the question and the following Ordinance was introduced.

Ord. 25-(1st Consideration):

An Ordinance amending Title 12 of the City Code it being the Zoning Ordinance of said city, and changing the boundaries of certain districts therein zoned Z1 Agricultural to Z4 Multi-Use district fo property generally located at the Southeast corner of the intersection of 4th Street SW and Lark Avenue in West Mason City, Iowa, was presented.

On roll call, the vote was as follows:

Yea: Jaszewski, Symonds, Masson, Latham, Adams, Lee
(Motion was declared carried.)

ACTION ITEMS

16. Change of Zone – 1300 12th Street NW:

Development Services Director:

The Planning and Zoning Commission held a public hearing on September 10, 2024, to consider rezoning property generally located in the 1300 block of 12th St. NW from Z6-R Restricted Industry Zoning District to Z4 Multi-Use Zoning District. The Commission voted unanimously to recommend that the City Council approve the rezoning. Staff concurs with this recommendation and requests that the Council approve the ordinance rezoning the property on FINAL consideration.

Prior Council Action: The Council held a public hearing and approved the rezoning on first consideration at their regular meeting of January 7, 2025. Staff realized after the meeting that the legal description on the rezoning was incorrect; the first line of the legal description had inadvertently not been included in the public notice and the ordinance that was approved by the Council. After consulting with our attorney, the public hearing process was re-initiated with the corrected legal description. A second public hearing was advertised for and conducted on January 21, 2025. After the public hearing, Council

waived first reading of the corrected ordinance and approved the rezoning on second reading.

Supplemental Information: The proposed rezoning is the first step in a more involved process to approve a specific development on the site. This process includes these steps:

- A minor subdivision is required to create a development parcel that coincides with the area being rezoned. The plat must comply with the underlying zoning; it cannot be approved until the rezoning is complete. Questions about the intersection improvements may delay the subdivision plat.
- The proposed development does not comply with several aspects of the proposed Z4 Multi-Use Zoning. The developer will need to submit applications to the Zoning Board of Adjustment for both a variance to the maximum width of the parking lot drive aisles, and a special exception for the front set back to accommodate the on-site detention and the additional parking lot drive aisle width. These applications cannot be accepted and considered by the Zoning Board of Adjustment until the rezoning is complete. The Council has no role in the approval of either a variance or special exception.
- The developer must obtain approval of a site plan for the proposed development. The Development Review Committee cannot approve the site plan until the rezoning is complete and the Zoning Board of Adjustment has approved any applications related to the development. The Council has no role in the approval of the site plan for development on the subject property.

Review: The subject property, owned by Indianhead Farms, is in northwest Mason City and is bounded on the south by 12th St. NW. The property is part of the original Indianhead Farms and is currently used as a pasture. The property is located directly north of the Casey's convenience store located on the southwest corner of the intersection of N. Pierce Avenue and 12th St. NE. The Development Review Committee has reviewed a concept plan for a medium box retail development. The project is contingent on multiple approvals; the first is the successful rezoning of the property. In addition, this development will also require the Council's approval of a minor subdivision plat and approval of a special exception and a variance by the Zoning Board of Adjustment. Following ZBA approvals, the Development Review Committee will work with the developer to finalize an approvable site plan for the development. Those approvals cannot be granted until the rezoning is complete. The area abutting the subject property on the north side of 12th St. NW is zoned Z6-R Restricted Industry and is either developed or used for agricultural purposes while being held in reserve for future development. The area to the southwest is zoned Z1 Agriculture and is cultivated. The area directly to the south is zoned Z4 Multi-Use district and is home to a Casey's convenience store. The area to the southwest is zoned Z2 Sub-Urban District and is developed with freestanding homes. The purpose of the Z6 Industrial District is to promote the management and preservation of existing industrial facilities within Mason City, as well as the development and management of new ecologically responsible, sustainable employment centers. Restricted industry development consists of facilities whose manufacturing, assembly, storage, and distribution activities do not create appreciable nuisances or hazards, or that require a pleasant, hazard- and nuisance-free environment. Building forms and functions within the Z6 District require varying degrees of separation from residential and commercial/service districts due to their potential impacts. It is intended that the permitted functions be compatible and not detrimental to adjacent properties. The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automo-

tive service, civic, and medium to high density residential uses necessary to support the overall community. Development is typically planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets, and parking facilities.

Comprehensive Plan Analysis: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan includes six broad plan elements, a vision for these elements, and goals for each element. A summary of each plan element, and a brief analysis in the context of this request follows:

Land Use: Land use is the basis of planning for the future of the community in the context of the entire Joint Comprehensive Plan. The future land use map shows the vision for growth and development and considered economic trends, environmental conditions and public input. There are three important points for anyone using the Future Land Use Plan:

1. The future land use plan sometimes depicts new land uses for privately owned properties. The transition of these properties from their current use to the depicted use is expected to occur over time in response to market demands as property owners voluntarily sell, develop, or change the use of their land.
2. The plan is a generalized map. The future land use map should be interpreted generally and is not intended to provide the specificity or the rigidity of a zoning map or engineering document. The map should guide the zoning map with the Plan elements through an informed prediction and planning process.
3. The plan is a basis for land use decisions. The future land use plan, with the plan elements, is the basis for decisions by the Planning and Zoning Commission and the City Council. The plan is a critical part of the approval process for development proposals and zoning decisions.

The Future Land Use Plan identifies the area of the rezoning as "Agriculture." Agriculture includes areas with existing farms and crop cultivation. In the unincorporated areas of the county, these areas are not proposed for change within the planning horizon of the Comprehensive Plan. However, the goal of this area within city limits is to allow agriculture as an interim use. The designation acts as a holding zone until urban development is feasible. We are now at that point with the subject property. The area on the south side of 12th St. NW is shown as "Mixed Business." Mixed business is an area that supports a broad range of larger footprint commercial and light industrial areas. Development in this area should have access to arterial streets with the capacity for truck traffic. The Future Land Use section of the Plan also includes a discussion of policy area directions. The general area of the subject property is identified as a transitional area focused on production and enterprise. These areas serve as a center of employment and are vital to the local economy. A high degree of design is necessary to create inviting places.

Exceptional Places: The subject property is not in an area that has been identified as an exceptional place in the plan. However, the plan elements can be used to inspire a higher level of development in the general area of this rezoning, including adaption of the highway redevelopment prototypes found on page 96 of the plan.

Mobility: The vision for the North Iowa Corridor is a mobility system that provides an

efficient, safe, and comfortable experience for users to reach their intended destinations. It does not appear that the proposed rezoning will move forward the mobility goals and objectives identified on page 100 of the plan. A trail segment is planned for the 12th St. NW corridor; the proposed rezoning should not interfere with the extension of this trail.

Parks, Recreation, and Natural Resources: Parks, recreation, and natural resources are fundamental to attracting and retaining residents. The vision for the North Iowa Corridor's parks, recreation, and natural resource system is to develop as a premier amenity in Iowa and the region that builds on accessibility to unique natural and built features. The proposed rezoning will not specifically move forward the parks, recreation, and natural resources goals and objectives of the plan identified on page 124. The proposed rezoning will neither create or limit recreational enhancements and opportunities.

Housing and Neighborhoods: The vision for development within the North Iowa Corridor is to incorporate a variety of housing types for a range of housing choices. The proposed rezoning does move forward Goal 6 (page 142) of the housing plan element. This goal calls for connecting all neighborhoods with mobility options, public spaces, parks and commercial services. Commercial opportunities in the area are currently limited to the Casey's convenience store. The rezoning will support additional retail opportunities to the area.

Infrastructure and Public Facilities: The vision for the North Iowa Corridor is a place that has state of the art facilities that maximize level of service for a high quality of life and supportive business environments. The subject property has access to public utilities including water, sewer, gas, and electricity. The abutting street has the capacity to accommodate additional traffic expected because of the rezoning. 12th St. NW is a minor arterial street. The proposed rezoning will move forward Goal 3 (page 156) of the infrastructure and public facilities plan element by creating private sector investment through strong public facilities and infrastructure.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z4 Multi-Use District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comments: Staff has received comments from two persons regarding this application. The first came from Will Symonds prior to the Planning and Zoning Commission meeting. Mr. Symonds and his wife own a house within 350 feet of the property proposed for rezoning and had received the courtesy notice of the public hearing. Mr. Symonds stated his concerns about the lack of pedestrian connections to the proposed development and how traffic at the intersection of 12th St. NW and N. Pierce Avenue might be impacted. Staff provided information about the development review process and

stressed that a rezoning should be judged by the appropriateness of the property for all uses allowed in the proposed zoning district. Staff also discussed the review process for the proposed development and the various entities that would be required to review and approve the development. Fred Greder appeared at the Commission's public hearing and questioned the impact the proposed rezoning would have on his property. Mr. Greder owns property to the northeast of the subject property. He questioned the possibility of the access drive abutting the east side of the subject property being upgraded to a city street; Mr. Greder has an access easement over this drive to provide access to his property. Mr. Greder also stated that he would not object to a traffic signal at the intersection of 12th St. NW and N. Pierce Avenue. Chapter 414.5, Code of Iowa, outlines the process to protest a rezoning. If a written protest against a change of zone is filed with the City Clerk and signed by the owners of twenty percent or more of the owners of the properties within the area considered for the proposed change, or twenty percent or more of the owners within 200 feet of the exterior boundaries of the property for which the rezoning is proposed, the rezoning must be approved by a favorable vote of at least three-fourths of all the members of the City Council. The protest must be filed before or at the public hearing. No written protests were submitted for this request prior to the January 21 hearing of the corrected resolution. Consequently, the rezoning can be approved on a simple majority vote.

There should be no impact to the City's budget from this rezoning. Staff recommends that the Council approve the ordinance with the corrected legal description on FINAL consideration.

It was moved by Jaszewski and seconded by Latham that the Ordinance No. 25-2, be adopted.

Council Member Jaszewski asked if there had been any comments from the public with Administrator Burnett stating he had not received any comments on this item.

The Mayor Pro tem called the question and the following Ordinance was introduced.

Ord. 25-2(ADOPTED):

Ordinance No. 25-2, amending Title 12 of the City Code, it being the Zoning Ordinance of said city and changing the boundaries of certain districts therein zoned Z6-R Restricted Industry to Z4 Multi-Use District for property generally located at 1300 12th Street NW, was presented.

On roll call, the vote was as follows:

Yea: Jaszewski, Latham, Lee, Masson, Adams, Symonds
(Motion was declared carried.)

17. Amending Corporate Limits:

Development Services Director:

Staff recommends approval of the amendment to Title 1 Chapter 5, Section 1-5-1, Corporate Limits, to amend the legal description of the City limits to include recently annexed territory (FINAL). The City Council approved this resolution on first consideration on

January 7, 2025, and on second consideration on January 21, 2025. On November 5, 2024, the City Council held a public hearing and approved a resolution annexing approximately 45 acres located at the southeast corner of Iowa Highway 122 and Lark Avenue. This annexation included the land currently being developed for the new Tractor Supply store. The remainder of the annexed land is owned by Cerro Gordo County. This annexation was 100 percent voluntary. Such annexations only require approval of a resolution of annexation after the City Council holds a public hearing. The resolution was forwarded to the Iowa Secretary of State and became complete upon acknowledgement of receipt by the Secretary of State. The City received this acknowledgement in writing on November 15, 2024. Therefore, the legal description of the City limits in Title 1, Chapter 5 of the City Code must be amended to include the newly annexed property. The attached legal description changes the description of the City limits to incorporate the annexation. The changes to accommodate the annexation are redlined and begin in Page 7 of the attached. There is no impact to the operating budget resulting from this action. Staff recommends approval of the amendment to Title 1 Chapter 5, Section 1-5-1, Corporate Limits; to amend the legal description of the City limits to include recently annexed territory (FINAL).

It was moved by Symonds and seconded by Masson that the Ordinance No. 25-3, be adopted.

The Mayor Pro tem called the question and the following Ordinance was introduced.

Ord. 25-3(ADOPTED):

Ordinance No. 25-3, amending the City Code by repealing Title 1, Chapter 5: Corporate Limits and adopting a new Chapter 5 in lieu thereof was presented.

On roll call, the vote was as follows:

Yea: Symonds, Masson, Lee, Latham, Adams, Jaszewski
(Motion was declared carried.)

ADJOURN

The Mayor Pro tem adjourned the meeting at 7:26 p.m.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

2nd Floor Conference Room, City Hall
Mason City, Iowa

February 13, 2025
6:00 P.M.

MINUTES
COUNCIL WORKSESSION

The City Council of the City of Mason City, Iowa, met in Worksession pursuant to law and rules of said Council, in the 2nd Floor Conference Room of City Hall at 6:00 P.M., on February 13, 2025. The meeting was called to order by the Mayor Pro tem and on roll being called, there were present, Mayor Pro tem Adams in the Chair and the following Council Members: Jaszewski, Latham, Symonds, Adams. Absent: Mayor Schickel, Lee and Masson (arrived 6:02 p.m.).

Administrator Burnett stated this was intended to be the final meeting and asked if there were any questions or concerns.

Masson entered Council Chambers at 6:02 p.m.

Finance Director Hinson provided a summary of the budget and explanation of the notice and stated in the end the City is well below inflation.

Council discussion followed regarding the rollback, the next steps in the process, contributions to the YMCA, and the process for implementing franchise fees.

It was the consensus of the Council to proceed with the budgets as presented.

The Mayor Pro tem adjourned the meeting at 6:33 p.m.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

Report Criteria:
Report type: GL detail

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
ABDO LLP							
02/06/2025	97664	BANK REC SERVICES	501268	010.6201.2740	PROFESSIONAL SERV	4,715.00	4,715.00
Total ABDO LLP:							4,715.00
ABSOLUTE WASTE REMOVAL							
02/06/2025	97665	TRASH SERVICE FEB. 20	1928537	010.1502.2150	BUILDING REPAIRS AN	94.88	94.88
02/06/2025	97665	JANUARY RECYCLING	1929208	640.8301.2585	RECYCLING CENTER	4,658.40	4,658.40
Total ABSOLUTE WASTE REMOVAL:							4,753.28
AHLERS AND COONEY PC							
02/06/2025	97666	NEGOTIATIONS	882346	010.6401.2670	NEGOTIATIONS	105.00	105.00
02/06/2025	97666	NEGOTIATIONS	882888	010.6401.2670	NEGOTIATIONS	2,226.00	2,226.00
Total AHLERS AND COONEY PC:							2,331.00
ALL STAR PEST CONTROL							
02/06/2025	97667	PEST CONTROL RECREA	200422255	020.4401.2740	PROFESSIONAL SERV	50.00	50.00
02/06/2025	97667	MONTHLY PEST CONTR	200422256	610.8121.3170	CHEMICALS	60.00	60.00
02/06/2025	97667	PEST CONTROL ARENA	200422257	670.8923.2723	CONTRACTUAL AGRE	80.00	80.00
02/06/2025	97667	PEST CONTROL	200422285	010.6501.2190	REPAIRS AND MAINT	75.00	75.00
Total ALL STAR PEST CONTROL:							265.00
ALLIANT ENERGY							
02/06/2025	97668	JAN UTILITES	7991501000	040.4203.2160	GAS & ELECTRICITY	2,045.73	2,045.73
Total ALLIANT ENERGY:							2,045.73
APOLLO WATER SERVICES LLC							
02/06/2025	97669	ARENA WATER TREATME	AR026306	670.8923.3035	OTHER SUPPLIES	370.76	370.76
02/06/2025	97669	ARENA WATER TREATME	AR027340	670.8923.3035	OTHER SUPPLIES	370.76	370.76
Total APOLLO WATER SERVICES LLC:							741.52
ATLANTIC COCA-COLA BOTTLING CO							
02/06/2025	97670	ARENA CONCESSIONS	4973773	670.8923.3135	CONCESSION SUPPLI	906.98	906.98
02/06/2025	97670	CONCESSION POOL-202	4982576	020.4490.3135	CONCESSION SUPPLI	688.50-	688.50-
02/06/2025	97670	YOUTH CONCESSIONS-2	4982578	535.4414.3135	CONCESSION SUPPLI	706.50-	706.50-
02/06/2025	97670	ARENA CONCESSIONS	4985867	670.8923.3135	CONCESSION SUPPLI	538.43	538.43
Total ATLANTIC COCA-COLA BOTTLING CO:							50.41
BEEMER, AARON							
02/06/2025	97671	CELL PHONE REIMBURS	FEBRUARY	010.1502.2040	PHONE EXPENSE	30.00	30.00
Total BEEMER, AARON:							30.00
BERGLAND & CRAM ARCHITECTS							
02/06/2025	97672	CONST. ADMINISTRATION	40297	015.1502.4510	BUILDING IMPROVEM	3,482.96	3,482.96
02/06/2025	97672	WILLOW CREEK DOWNT	40308	325.2101.4925	DESTINATION IOWA	8,913.75	8,913.75

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total BERGLAND & CRAM ARCHITECTS:							12,396.71
BERGO ENVIRONMENTAL							
02/06/2025	97673	ASBESTOS SURVEY: 251	3036	010.1702.2550	DEMOLITIONS	850.00	850.00
Total BERGO ENVIRONMENTAL:							850.00
BLUE SKY SOLAR CO MASON CITY LLC							
02/06/2025	97674	SOLAR ENERGY	INV175	610.8121.2160	GAS & ELECTRICITY	2,023.36	2,023.36
02/06/2025	97674	SOLAR ENERGY	INV176	010.1103.2160	GAS & ELECTRICITY	391.00	391.00
02/06/2025	97674	ARENA ENERGY	INV177	670.8923.2160	GAS & ELECTRICITY	1,674.11	1,674.11
Total BLUE SKY SOLAR CO MASON CITY LLC:							4,088.47
BOUND TREE MEDICAL LLC							
02/06/2025	97675	EMS SUPPLIES	85640638	660.1509.3070	MEDICAL SUPPLIES	151.00	151.00
02/06/2025	97675	EMS SUPPLIES	85640639	660.1509.3070	MEDICAL SUPPLIES	66.06	66.06
02/06/2025	97675	EMS SUPPLIES	85644087	660.1509.3070	MEDICAL SUPPLIES	343.69	343.69
Total BOUND TREE MEDICAL LLC:							560.75
BRINKLEY, JEFF							
02/06/2025	97676	CELL PHONE REIMBURS	FEBRUARY	010.1101.2040	PHONE EXPENSE	30.00	30.00
Total BRINKLEY, JEFF:							30.00
BROTHERS MARKET INC							
02/06/2025	97677	SOFTNR SALT	124387	610.8121.3070	LABORATORY SUPPLI	8.59	8.59
02/06/2025	97677	CLEANER	124393	610.8121.3060	SUPPLIES & LAUNDRY	5.99	5.99
02/06/2025	97677	LAMP REPLACEMENT	124397	610.8121.2190	REPAIRS AND MAINTEN	49.99	49.99
Total BROTHERS MARKET INC:							64.57
CAMPBELL SUPPLY CO							
02/06/2025	97678	PAINT BRUSHES	INV-0059717	600.8042.3590	MATERIAL	62.20	62.20
Total CAMPBELL SUPPLY CO:							62.20
CAMPBELL, DAWN							
02/06/2025	97679	RECREATION EQUIPMEN	013125	020.4408.3035	OTHER SUPPLIES	239.97	239.97
Total CAMPBELL, DAWN:							239.97
CDW GOVERNMENT INC							
02/06/2025	97680	REPLACEMENT BATTER	AC53C4Z	015.6900.4060	OFFICE EQUIPMENT	847.17	847.17
02/06/2025	97680	REPLACEMENT USB EXT	AC5HN3A	040.4202.3019	OFFICE SUPPLIES	103.43	103.43
02/06/2025	97680	HP E22 G5 22 IN HD MON	AC5MR7Q	080.5801.2730	TECHNOLOGY EXPEN	419.28	419.28
Total CDW GOVERNMENT INC:							1,369.88
CENTRAL IOWA DISTRIBUTORS							
02/06/2025	97681	PAPER TOWELS, DEGRE	1017492	600.8042.3590	MATERIAL	692.00	692.00
Total CENTRAL IOWA DISTRIBUTORS:							692.00

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
CENTRAL LOCK & KEY							
02/06/2025	97682	VAULT MAINT	E10917	010.6501.2190	REPAIRS AND MAINTENANCE	115.00	115.00
Total CENTRAL LOCK & KEY:							115.00
CERRO GORDO CO DPH							
02/06/2025	97683	HOME GRANT CGPH DE	DECEMBER	315.5917.2740	GRANT PAYMENTS PR	5,650.00	5,650.00
Total CERRO GORDO CO DPH:							5,650.00
CERRO GORDO COUNTY RECORDER							
02/06/2025	97684	CG COUNTY RECORDIN	2024-5867	010.5401.2800	RECORDING FEES	7.00	7.00
02/06/2025	97684	CG COUNTY RECORDIN	2025-480	010.6900.2800	RECORDING FEES	47.00	47.00
02/06/2025	97684	CG COUNTY RECORDIN	2025-500	010.6900.2800	RECORDING FEES	112.00	112.00
Total CERRO GORDO COUNTY RECORDER:							166.00
CITY OF MASON CITY							
02/06/2025	97685	POLICE	02/07/25 FIC	112.1101.1040	FICA	2,763.00	2,763.00
02/06/2025	97685	FIRE	02/07/25 FIC	112.1501.1040	FICA	1,761.23	1,761.23
02/06/2025	97685	BUILDING INSPECTOR	02/07/25 FIC	112.1701.1040	FICA	153.05	153.05
02/06/2025	97685	ANIMAL CONTROL	02/07/25 FIC	112.1901.1040	FICA	207.70	207.70
02/06/2025	97685	ELECTRICAL INSPECTO	02/07/25 FIC	112.1904.1040	FICA	271.10	271.10
02/06/2025	97685	PLUMBING INSPECTOR	02/07/25 FIC	112.1907.1040	FICA	224.79	224.79
02/06/2025	97685	NEIGHBORHOOD SERVI	02/07/25 FIC	112.1911.1040	FICA	392.20	392.20
02/06/2025	97685	TRAFFIC CONTROL	02/07/25 FIC	112.2404.1040	FICA	190.09	190.09
02/06/2025	97685	ENGINEERING	02/07/25 FIC	112.2601.1040	FICA	929.82	929.82
02/06/2025	97685	HEALTH DEPARTMENT	02/07/25 FIC	112.3401.1040	FICA	167.54	167.54
02/06/2025	97685	YOUTH TASK FORCE	02/07/25 FIC	010.3900.1040	FICA	310.44	310.44
02/06/2025	97685	PLANNING & ZONING	02/07/25 FIC	112.5401.1040	FICA	992.19	992.19
02/06/2025	97685	TRANSIT	02/07/25 FIC	080.5801.1040	FICA	151.98	151.98
02/06/2025	97685	CITY TRANSIT	02/07/25 FIC	080.5802.1040	FICA	992.83	992.83
02/06/2025	97685	MAYOR & COUNCIL	02/07/25 FIC	112.6101.1040	FICA	52.07	52.07
02/06/2025	97685	CITY ADMINISTRATOR	02/07/25 FIC	112.6105.1040	FICA	891.65	891.65
02/06/2025	97685	FINANCE	02/07/25 FIC	112.6201.1040	FICA	1,184.78	1,184.78
02/06/2025	97685	INFORMATION TECH	02/07/25 FIC	112.6202.1040	FICA	209.51	209.51
02/06/2025	97685	GIS TECHNOLOGY	02/07/25 FIC	112.6203.1040	FICA	181.56	181.56
02/06/2025	97685	CITY CLERK	02/07/25 FIC	112.6204.1040	FICA	236.36	236.36
02/06/2025	97685	HUMAN RESOURCES	02/07/25 FIC	112.6401.1040	FICA	584.12	584.12
02/06/2025	97685	PARKS	02/07/25 FIC	112.4301.1040	FICA	1,018.14	1,018.14
02/06/2025	97685	RECREATION	02/07/25 FIC	112.4401.1040	FICA	1,250.45	1,250.45
02/06/2025	97685	SWIMMING POOL	02/07/25 FIC	112.4401.1040	FICA	6.95	6.95
02/06/2025	97685	LIBRARY	02/07/25 FIC	030.4101.1040	FICA	2,285.97	2,285.97
02/06/2025	97685	MUSEUM	02/07/25 FIC	040.4202.1040	FICA	735.20	735.20
02/06/2025	97685	MUSEUM GRANTS	02/07/25 FIC	040.4222.1040	FICA	127.78	127.78
02/06/2025	97685	AIRPORT	02/07/25 FIC	050.2801.1040	FICA	1,050.66	1,050.66
02/06/2025	97685	CEMETERY	02/07/25 FIC	070.4501.1040	FICA	622.36	622.36
02/06/2025	97685	STREET	02/07/25 FIC	110.2105.1040	FICA	3,652.47	3,652.47
02/06/2025	97685	CDBG-OOREHAB	02/07/25 FIC	147.5917.1040	FICA	25.84	25.84
02/06/2025	97685	CITY ADMINISTERED GR	02/07/25 FIC	142.5910.1040	FICA	15.79	15.79
02/06/2025	97685	R C RENAISSANCE	02/07/25 FIC	310.7537.1040	FICA	358.78	358.78
02/06/2025	97685	WATER	02/07/25 FIC	600.8012.1040	FICA	3,933.12	3,933.12
02/06/2025	97685	WATER-MR	02/07/25 FIC	600.8012.1040	FICA	208.94	208.94
02/06/2025	97685	WATER-SO	02/07/25 FIC	600.8012.1040	FICA	154.78	154.78
02/06/2025	97685	SEWER-SO	02/07/25 FIC	610.8121.1040	FICA	154.77	154.77
02/06/2025	97685	SEWER	02/07/25 FIC	610.8121.1040	FICA	2,807.54	2,807.54
02/06/2025	97685	SANITARY SEWER MAIN	02/07/25 FIC	610.8123.1040	FICA	162.00	162.00

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
02/06/2025	97685	PARKING	02/07/25 FIC	630.8203.1040	FICA	120.85	120.85
02/06/2025	97685	SANITATION	02/07/25 FIC	640.8305.1040	FICA	1,918.31	1,918.31
02/06/2025	97685	GOLF COURSE	02/07/25 FIC	650.8901.1040	FICA	405.72	405.72
02/06/2025	97685	FIRE-AMBULANCE	02/07/25 FIC	660.1507.1040	FICA	438.76	438.76
02/06/2025	97685	REC ARENA	02/07/25 FIC	670.8921.1040	FICA	332.32	332.32
02/06/2025	97685	INTERNAL SERV	02/07/25 FIC	820.9601.1040	FICA	547.26	547.26
Total CITY OF MASON CITY:							35,182.77

CITY OF MASON CITY IPERS

02/06/2025	97686	POLICE	02/07/2025 I	112.1101.1050	IPERS	1,175.49	1,175.49
02/06/2025	97686	FIRE	02/07/2025 I	112.1501.1050	IPERS	169.19	169.19
02/06/2025	97686	BUILDING INSPECTOR	02/07/2025 I	112.1701.1050	IPERS	209.87	209.87
02/06/2025	97686	ANIMAL CONTROL	02/07/2025 I	112.1901.1050	IPERS	288.41	288.41
02/06/2025	97686	ELECTRICAL INSPECTO	02/07/2025 I	112.1904.1050	IPERS	250.42	250.42
02/06/2025	97686	PLUMBING INSPECTOR	02/07/2025 I	112.1907.1050	IPERS	307.44	307.44
02/06/2025	97686	NEIGHBORHOOD SERVI	02/07/2025 I	112.1911.1050	IPERS	534.07	534.07
02/06/2025	97686	TRAFFIC CONTROL	02/07/2025 I	112.2404.1050	IPERS	234.56	234.56
02/06/2025	97686	ENGINEERING	02/07/2025 I	112.2601.1050	IPERS	1,228.57	1,228.57
02/06/2025	97686	HEALTH DEPARTMENT	02/07/2025 I	112.3401.1050	IPERS	239.20	239.20
02/06/2025	97686	YOUTH TASK FORCE	02/07/2025 I	010.3900.1050	IPERS	438.47	438.47
02/06/2025	97686	PLANNING & ZONING	02/07/2025 I	112.5401.1050	IPERS	1,342.00	1,342.00
02/06/2025	97686	TRANSIT	02/07/2025 I	080.5801.1050	IPERS	196.80	196.80
02/06/2025	97686	CITY TRANSIT	02/07/2025 I	080.5802.1050	IPERS	1,225.10	1,225.10
02/06/2025	97686	MAYOR & COUNCIL	02/07/2025 I	112.6101.1050	IPERS	339.05	339.05
02/06/2025	97686	CITY ADMINISTRATOR	02/07/2025 I	112.6105.1050	IPERS	1,177.99	1,177.99
02/06/2025	97686	FINANCE	02/07/2025 I	112.6201.1050	IPERS	1,562.68	1,562.68
02/06/2025	97686	INFORMATION TECH	02/07/2025 I	112.6202.1050	IPERS	281.93	281.93
02/06/2025	97686	GIS TECH	02/07/2025 I	112.6203.1050	IPERS	237.13	237.13
02/06/2025	97686	CITY CLERK	02/07/2025 I	112.6204.1050	IPERS	312.96	312.96
02/06/2025	97686	HUMAN RESOURCES	02/07/2025 I	112.6401.1050	IPERS	827.56	827.56
02/06/2025	97686	PARKS	02/07/2025 I	112.4301.1050	IPERS	1,362.34	1,362.34
02/06/2025	97686	RECREATION	02/07/2025 I	112.4401.1050	IPERS	1,342.24	1,342.24
02/06/2025	97686	LIBRARY	02/07/2025 I	030.4101.1050	IPERS	3,094.77	3,094.77
02/06/2025	97686	MUSEUM	02/07/2025 I	040.4202.1050	IPERS	1,027.46	1,027.46
02/06/2025	97686	MUSEUM GRANTS	02/07/2025 I	040.4222.1050	IPERS	181.33	181.33
02/06/2025	97686	AIRPORT	02/07/2025 I	050.2801.1050	IPERS	1,368.59	1,368.59
02/06/2025	97686	CEMETERY	02/07/2025 I	070.4501.1050	IPERS	837.49	837.49
02/06/2025	97686	STREET	02/07/2025 I	110.2105.1050	IPERS	4,906.82	4,906.82
02/06/2025	97686	R C RENAISSANCE	02/07/2025 I	310.7537.1050	IPERS	389.05	389.05
02/06/2025	97686	CITY ADMINISTERED GR	02/07/2025 I	142.5910.1050	IPERS	22.48	22.48
02/06/2025	97686	LHAP	02/07/2025 I	147.5917.1050	IPERS	36.78	36.78
02/06/2025	97686	WATER	02/07/2025 I	600.8012.1050	IPERS	5,270.28	5,270.28
02/06/2025	97686	WATER-MR	02/07/2025 I	600.8012.1050	IPERS	257.82	257.82
02/06/2025	97686	WATER-SO	02/07/2025 I	600.8012.1050	IPERS	205.04	205.04
02/06/2025	97686	SEWER-SO	02/07/2025 I	610.8121.1050	IPERS	205.04	205.04
02/06/2025	97686	SEWER	02/07/2025 I	610.8121.1050	IPERS	3,727.13	3,727.13
02/06/2025	97686	SANITARY SEWER MAIN	02/07/2025 I	610.8123.1050	IPERS	215.45	215.45
02/06/2025	97686	PARKING	02/07/2025 I	630.8203.1050	IPERS	165.24	165.24
02/06/2025	97686	SANITATION	02/07/2025 I	640.8305.1050	IPERS	2,589.05	2,589.05
02/06/2025	97686	GOLF COURSE	02/07/2025 I	650.8901.1050	IPERS	560.82	560.82
02/06/2025	97686	AMBULANCE	02/07/2025 I	660.1507.1050	IPERS	102.56	102.56
02/06/2025	97686	RCR ARENA	02/07/2025 I	670.8921.1050	IPERS	277.87	277.87
02/06/2025	97686	INTERNAL SERVICE	02/07/2025 I	820.9601.1050	IPERS	727.47	727.47
Total CITY OF MASON CITY IPERS:							41,452.01

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
CKBE PROPERTIES LLC							
02/06/2025	97687	STORAGE BLDG. MARCH	2051	660.1507.3990	MISCELLANEOUS EXP	1,000.00	1,000.00
02/06/2025	97687	RENT-MARCH 25	2052	010.1101.3990	MISCELLANEOUS EXP	300.00	300.00
Total CKBE PROPERTIES LLC:							1,300.00
COLUMN SOFTWARE PBC							
02/06/2025	97688	GLOBE	1ACBCB4B-	010.5401.2030	DUES & PUBLICATION	65.54	65.54
Total COLUMN SOFTWARE PBC:							65.54
CONSOLIDATED ELECTRICAL DIST							
02/06/2025	97689	LIGHTS	1183711	640.8305.3990	MISCELLANEOUS EXP	128.06	128.06
Total CONSOLIDATED ELECTRICAL DIST:							128.06
CONSOLIDATED ENERGY COMPANY							
02/06/2025	97690	POLICE 8001 @ \$2.20	3163213	010.1102.3750	FUEL	17,634.45	17,634.45
02/06/2025	97690	STREET 274.4 @ \$2.71	3165320	110.2107.3750	FUEL	743.62	743.62
02/06/2025	97690	WASTE WATER PROPAN	3165865	610.8121.2160	GAS & ELECTRICITY	2,001.65	2,001.65
02/06/2025	97690	STREET 845 @ \$2.77	3172699	110.2107.3750	FUEL	2,340.65	2,340.65
02/06/2025	97690	STREET 580 @ \$2.68	3177005	110.2107.3750	FUEL	1,554.40	1,554.40
02/06/2025	97690	WASTE WATER PROPAN	3177130	610.8121.2160	GAS & ELECTRICITY	5,007.45	5,007.45
02/06/2025	97690	AIRPORT 430 @ \$2.85	3178838	050.2804.3570	GASOLINE	1,225.50	1,225.50
02/06/2025	97690	AIRPORT GAS 222.3 @ \$	3178839	050.2804.3570	GASOLINE	674.68	674.68
02/06/2025	97690	STREET 528 @ \$2.85	3184209	110.2107.3750	FUEL	1,504.80	1,504.80
02/06/2025	97690	WASTE WATER PROPAN	3189394	610.8121.2160	GAS & ELECTRICITY	931.00	931.00
02/06/2025	97690	STREET 581 @ \$2.76	3190723	110.2107.3750	FUEL	1,603.56	1,603.56
02/06/2025	97690	PARKS 108.5 @ \$2.76	3190775	020.4308.3750	FUEL	299.46	299.46
02/06/2025	97690	PARKS GAS 52.7 @ \$3.03	3190776	020.4308.3750	FUEL	159.94	159.94
02/06/2025	97690	WASTE WATER PROPAN	3196410	610.8121.2160	GAS & ELECTRICITY	1,995.00	1,995.00
02/06/2025	97690	STREET 165 @ \$2.84	3197163	110.2107.3750	FUEL	468.60	468.60
02/06/2025	97690	WASTE WATER PROPAN	3202219	610.8121.2160	GAS & ELECTRICITY	4,123.00	4,123.00
02/06/2025	97690	STREET 700 @ \$2.92	3202568	110.2107.3750	FUEL	2,044.00	2,044.00
02/06/2025	97690	WASTE WATER PROPAN	3210866	610.8121.2160	GAS & ELECTRICITY	1,330.00	1,330.00
02/06/2025	97690	DISCOUNT	3213047	110.2107.3750	FUEL	13.99-	13.99-
02/06/2025	97690	STREET 279.7 @ \$2.92	3213047	110.2107.3750	FUEL	816.72	816.72
02/06/2025	97690	STREET 317.2 @ \$2.79	3218335	110.2107.3750	FUEL	884.99	884.99
02/06/2025	97690	DISCOUNT	3218335	110.2107.3750	FUEL	15.86-	15.86-
Total CONSOLIDATED ENERGY COMPANY:							47,313.62
CONTROL PRINT							
02/06/2025	97691	BUSINESS CARDS - NICK	22064	010.1904.3019	OFFICE SUPPLIES	30.00	30.00
Total CONTROL PRINT:							30.00
CORE & MAIN LP							
02/06/2025	97692	GASKETS	W321826	610.8121.3110	MAINTENANCE MATER	14.22	14.22
02/06/2025	97692	PVC PIPE	W345075	610.8121.3110	MAINTENANCE MATER	28.29	28.29
Total CORE & MAIN LP:							42.51
CORNICK, PEGGY							
02/06/2025	97693	INSTRUCTOR -CREATIN	1.8-2.12.25	040.4215.2740	PROFESSIONAL SERV	162.00	162.00

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Total CORNICK,PEGGY:							162.00
CRYSTEEL TRUCK EQUIPMENT							
02/06/2025	97694	VALVE	LP222089	110.2107.3044	M/E SUPPLIES	551.00	551.00
Total CRYSTEEL TRUCK EQUIPMENT:							551.00
CULLIGAN MASON CITY							
02/06/2025	97695	SOFTNER SALT	394X046195	010.1103.2150	BUILDING REPAIRS AN	136.50	136.50
Total CULLIGAN MASON CITY:							136.50
D & D SALES							
02/06/2025	97696	VINYL DECALS	121952S	040.4213.2443	EXHIBIT COSTS	45.50	45.50
Total D & D SALES:							45.50
D.I.A.L / ELEVATOR SAFETY BUREAU							
02/06/2025	97697	ARENA ELEVATOR OPER	321573	670.8923.3990	MISCELLANEOUS EXP	175.00	175.00
02/06/2025	97697	ARENA ELEVATOR OPER	321574	670.8923.3990	MISCELLANEOUS EXP	175.00	175.00
Total D.I.A.L / ELEVATOR SAFETY BUREAU:							350.00
DAKOTA SUPPLY GROUP							
02/06/2025	97698	SHOVEL	S104394924.	620.8125.3990	MISCELLANEOUS EXP	26.52	26.52
Total DAKOTA SUPPLY GROUP:							26.52
DECKER SPORTING GOODS							
02/06/2025	97699	RECREATION FIRST AID	AAC006192-	020.4408.3035	OTHER SUPPLIES	192.00	192.00
02/06/2025	97699	RECREATION YOUTH SHI	AAN032796-	020.4408.3035	OTHER SUPPLIES	15.00	15.00
Total DECKER SPORTING GOODS:							207.00
DIAMOND VOGEL INC							
02/06/2025	97700	HIGHLAND CLUBHOUSE	270346266	650.8906.2150	BUILDING REPAIRS AN	24.37	24.37
Total DIAMOND VOGEL INC:							24.37
ELSBERND,RANDY							
02/06/2025	97701	CELL PHONE REIMBURS	FEBRUARY	010.1502.2040	PHONE EXPENSE	30.00	30.00
Total ELBERND,RANDY:							30.00
FASTENAL COMPANY							
02/06/2025	97702	MAN BASKET	333707	110.2105.3770	SAFETY EXPENSE	860.00	860.00
02/06/2025	97702	CART	333805	110.2107.3260	SHOP SUPPLIES	292.40	292.40
02/06/2025	97702	BOLTS	333891	610.8123.2190	REPAIRS AND MAINTEN	104.67	104.67
02/06/2025	97702	BOLTS	333924	610.8123.2190	REPAIRS AND MAINTEN	29.63	29.63
Total FASTENAL COMPANY:							1,286.70
FLOYD & LEONARD AUTO ELECTRIC							
02/06/2025	97703	HIGHLAND COURSE SUP	178433	650.8906.3035	OTHER SUPPLIES	66.99	66.99

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total FLOYD & LEONARD AUTO ELECTRIC:							66.99
GALLS							
02/06/2025	97704	SOG UNIFORM JACKET	030306093	542.1111.4090	POLICE EQUIPMENT	1,130.17	1,130.17
02/06/2025	97704	SOG UNIFORM JACKET	030321609	542.1111.4090	POLICE EQUIPMENT	226.08	226.08
02/06/2025	97704	SOG UNIFORM BOOTS	030321993	542.1111.4090	POLICE EQUIPMENT	89.79	89.79
Total GALLS:							1,446.04
GUARDIAN ALLIANCE TECHNOLOGY INC							
02/06/2025	97705	SOCIAL MEDIA SCREENI	27201	010.1101.2110	COMPUTER EXPENSE	150.00	150.00
Total GUARDIAN ALLIANCE TECHNOLOGY INC:							150.00
HEARTLAND TIRE							
02/06/2025	97706	HIGHLAND TIRE REPAIR	270030559	650.8908.2140	M/E REPAIRS	40.64	40.64
Total HEARTLAND TIRE:							40.64
HENKEL CONSTRUCTION COMPANY							
02/06/2025	97707	DEMOLITION EQUIPMEN	8338	010.1702.2550	DEMOLITIONS	900.00	900.00
02/06/2025	97708	FIRE STATION PROJECT	PAY 11 0131	015.1502.4510	BUILDING IMPROVEM	375,861.10	375,861.10
02/06/2025	97709	WILLOW CREEK RIVERW	PAY 9 01312	325.2101.4925	DESTINATION IOWA	162,634.88	162,634.88
Total HENKEL CONSTRUCTION COMPANY:							539,395.98
HERMEL, A H							
02/06/2025	97710	ARENA CONCESSIONS	4093:488962	670.8923.3135	CONCESSION SUPPLI	567.30	567.30
Total HERMEL, A H:							567.30
HEWETT WHOLESALE INC							
02/06/2025	97711	ARENA CONCESSIONS	219043	670.8923.3135	CONCESSION SUPPLI	1,391.52	1,391.52
02/06/2025	97711	ARENA CONCESSIONS	219161	670.8923.3135	CONCESSION SUPPLI	82.18	82.18
Total HEWETT WHOLESALE INC:							1,473.70
HINSON, BRENT							
02/06/2025	97712	CELL PHONE REIMBURS	FEBRUARY	010.6201.2040	PHONE EXPENSE	30.00	30.00
Total HINSON, BRENT:							30.00
HUBER SUPPLY COMPANY							
02/06/2025	97713	CYLINDER RENTAL	3198531	610.8121.3110	MAINTENANCE MATER	111.60	111.60
Total HUBER SUPPLY COMPANY:							111.60
IAPMO							
02/06/2025	97714	2025 IAPMO MEMBERSHI	2025	010.1907.2030	DUES & PUBLICATION	30.00	30.00
Total IAPMO:							30.00
INGERSOLL RAND COMPANY							
02/06/2025	97715	COMPRESSOR REPAIR	31176852	610.8121.2190	REPAIRS AND MAINTEN	3,049.54	3,049.54

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Total INCERSOLL RAND COMPANY:							3,049.54
INTL ASSOC OF CHIEFS OF POLICE							
02/06/2025	97716	MEMBERSHIP	02064314	010.1101.2030	DUES & PUBLICATION	220.00	220.00
Total INTL ASSOC OF CHIEFS OF POLICE:							220.00
INTOXIMETERS							
02/06/2025	97717	INTOX EQUIP	779091	010.1101.2090	EQUIPMENT MAINTEN	181.00	181.00
Total INTOXIMETERS:							181.00
IOWA GOLF ASSOCIATION							
02/06/2025	97718	HIGHLAND 18 HOLE ANN	15158	650.8901.2030	DUES & PUBLICATION	750.00	750.00
Total IOWA GOLF ASSOCIATION:							750.00
IOWA LAW ENFORCEMENT ACADEMY							
02/06/2025	97719	ACADEMY-PORTIS, ZAHN	328772	010.1101.2080	EDUCATION AND TRAI	15,375.00	15,375.00
Total IOWA LAW ENFORCEMENT ACADEMY:							15,375.00
JCL SOLUTIONS - JANITOR'S CLOSET							
02/06/2025	97720	SB MALL JANITORIAL	1384562	310.7537.3990	MISCELLANEOUS EXP	61.63	61.63
Total JCL SOLUTIONS - JANITOR'S CLOSET:							61.63
KELLAR CONSTRUCTION INC							
02/06/2025	97721	SB MALL DOOR REPAIR/	2264	310.7537.3990	MISCELLANEOUS EXP	14,300.65	14,300.65
Total KELLAR CONSTRUCTION INC:							14,300.65
LEDOUX SIGNS							
02/06/2025	97722	TRUCK STICKERS	20241435	110.2107.3044	M/E SUPPLIES	37.00	37.00
Total LEDOUX SIGNS:							37.00
LIFE-ASSIST INC							
02/06/2025	97723	EMS SUPPLIES	1549127	660.1509.3070	MEDICAL SUPPLIES	162.72	162.72
02/06/2025	97723	EMS SUPPLIES	1549339	660.1509.3070	MEDICAL SUPPLIES	104.00	104.00
02/06/2025	97723	EMS SUPPLIES	1549719	660.1509.3070	MEDICAL SUPPLIES	231.20	231.20
02/06/2025	97723	EMS SUPPLIES	1550743	660.1509.3070	MEDICAL SUPPLIES	209.86	209.86
Total LIFE-ASSIST INC:							707.78
LINSKEY-DEEGAN,MARA							
02/06/2025	97724	SHIPPING TO MUSEUM F	7716371030	040.4211.2300	POSTAGE	63.36	63.36
Total LINSKEY-DEEGAN,MARA:							63.36
MAC NIDER MUSEUM							
02/06/2025	97725	JAN. ONLINE CC FEES	JANUARY 20	040.4211.2448	CREDIT CARD SERVIC	96.10	96.10
Total MAC NIDER MUSEUM:							96.10

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MACQUEEN EQUIPMENT INC							
02/06/2025	97726	DIRECT ATTACK FOAM	P42796	010.1503.3044	M/E SUPPLIES	2,025.76	2,025.76
Total MACQUEEN EQUIPMENT INC:							2,025.76
MASON CITY PUBLIC UTILITIES							
02/06/2025	97727	UTILITIES-CEMETERY	232-2140-01	070.4501.2160	GAS & ELECTRICITY	124.88	124.88
02/06/2025	97727	UTILITIES-CEMETERY	232-2180-17	070.4501.2160	GAS & ELECTRICITY	109.38	109.38
02/06/2025	97727	UTILITIES-CEMETERY	232-2210-01	070.4501.2160	GAS & ELECTRICITY	108.29	108.29
02/06/2025	97727	UTILITIES-CEMETERY	232-4020-19	070.4501.2160	GAS & ELECTRICITY	78.93	78.93
Total MASON CITY PUBLIC UTILITIES:							421.48
MCMASTER-CARR SUPPLY							
02/06/2025	97728	PVC PIPE	39486169	610.8121.3110	MAINTENANCE MATER	126.05	126.05
02/06/2025	97728	FITTINGS	39494706	610.8121.3110	MAINTENANCE MATER	466.66	466.66
Total MCMASTER-CARR SUPPLY:							592.71
MECHANICAL AIR SYSTEMS							
02/06/2025	97729	SB MALL	SD2314	310.7537.3990	MISCELLANEOUS EXP	3,018.50	3,018.50
02/06/2025	97729	SB MALL	SD2322	310.7537.3990	MISCELLANEOUS EXP	115.00	115.00
02/06/2025	97729	SB MALL	SD2330	310.7537.3990	MISCELLANEOUS EXP	339.59	339.59
Total MECHANICAL AIR SYSTEMS:							3,473.09
MEDLIN, JAMEY							
02/06/2025	97730	CELL PHONE REIMBURS	FEBRUARY	010.1502.2040	PHONE EXPENSE	30.00	30.00
Total MEDLIN, JAMEY:							30.00
MENARDS							
02/06/2025	97731	SUPPLIES	23548	010.1103.2150	BUILDING REPAIRS AN	78.69	78.69
02/06/2025	97731	TIE DOWNS	24894	110.2115.3310	TOOLS AND SUPPLIES	14.98	14.98
02/06/2025	97731	HIGHLAND COURSE MAI	24972	650.8904.3110	MAINTENANCE MATER	61.43	61.43
02/06/2025	97731	PEN. OIL	25605	610.8121.3110	MAINTENANCE MATER	57.90	57.90
02/06/2025	97731	CABLE	25610	010.1103.2150	BUILDING REPAIRS AN	3.67	3.67
02/06/2025	97731	BUILDING SUPPLIES	25668	010.1103.2150	BUILDING REPAIRS AN	5.94	5.94
Total MENARDS:							222.61
MERCYONE NORTH IOWA MEDICAL CENTER							
02/06/2025	97732	MEDICAL SERVICE - AKE	060003208-2	117.1101.2010	MEDICAL SERVICE	470.00	470.00
02/06/2025	97732	MEDICAL SERVICE - MC	060003208-2	010.1501.2010	MEDICAL SERVICE	438.00	438.00
Total MERCYONE NORTH IOWA MEDICAL CENTER:							908.00
MERCYONE OCCUPATIONAL HEALTH							
02/06/2025	97733	SUBSTANCE ABUSE TES	106076	010.6401.2065	SUBSTANCE ABUSE T	684.00	684.00
02/06/2025	97733	PHYSICAL - PD - BLANCH	106115	010.1101.2010	MEDICAL SERVICE	1,450.00	1,450.00
02/06/2025	97733	SUBSTANCE ABUSE TES	106233	010.6401.2065	SUBSTANCE ABUSE T	282.00	282.00
02/06/2025	97733	PHYSICAL - PD - BLANCH	106308	010.1101.2010	MEDICAL SERVICE	22.00	22.00
Total MERCYONE OCCUPATIONAL HEALTH:							2,438.00
MICROBAC LABORATORIES INC							
02/06/2025	97734	LAB TESTING	NT2500847	610.8121.3070	LABORATORY SUPPLI	1,175.93	1,175.93

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Total MICROBAC LABORATORIES INC:							1,175.93
MIDLAND CONCRETE PRODUCTS							
02/06/2025	97735	CAP'S (GRANITE COLOR)	MCP034342	070.4504.2150	BUILDING REPAIRS AN	46.67	46.67
Total MIDLAND CONCRETE PRODUCTS:							46.67
MTI DISTRIBUTING INC							
02/06/2025	97736	HIGHLAND CLUBHOUSE	1461651-00	650.8906.2150	BUILDING REPAIRS AN	29.20	29.20
Total MTI DISTRIBUTING INC:							29.20
MUNICIPAL FIRE AND POLICE							
02/06/2025	97737	CITY SHARE 2/7/25	2/7/2025	114.1101.5661	PAYMENT TO MFPRSI	30,247.17	30,247.17
02/06/2025	97737	CITY SHARE 2/7/25	2/7/2025	116.1501.5661	PAYMENT TO MFPRSI	23,295.21	23,295.21
02/06/2025	97737	CITY SHARE 2/7/25	2/7/2025	660.1507.5661	PAYMENT TO MFPRSI	7,153.06	7,153.06
Total MUNICIPAL FIRE AND POLICE:							60,695.44
NAPA AUTO PARTS							
02/06/2025	97738	HIGHLAND MOTOR SUPP	436437	650.8908.3044	M/E SUPPLIES	27.40	27.40
Total NAPA AUTO PARTS:							27.40
NASSCO INC							
02/06/2025	97739	SAFTY GLASSES	6515643	600.8042.3590	MATERIAL	72.00	72.00
Total NASSCO INC:							72.00
NIACOG							
02/06/2025	97740	MONTHLY ADA PARATRA	41897	080.5801.2673	TRANSIT SUBSIDY	26,452.28	26,452.28
Total NIACOG:							26,452.28
NORTH CENTRAL MECHANICAL SVC							
02/06/2025	97741	PIPE FITTINGS	W36585	610.8121.3110	MAINTENANCE MATER	127.46	127.46
Total NORTH CENTRAL MECHANICAL SVC:							127.46
NORTH IOWA EXCAVATING INC							
02/06/2025	97742	REFUND DEMO PERMIT	DM2024-044	010.1701.5510	REFUNDS	82.75	82.75
Total NORTH IOWA EXCAVATING INC:							82.75
O'HERRON CO INC, RAY							
02/06/2025	97743	UNIFORMS	2391522	010.1101.3990	MISCELLANEOUS EXP	290.86	290.86
Total O'HERRON CO INC, RAY:							290.86
OVERHEAD DOOR CO OF MASON CITY							
02/06/2025	97744	AMB OVERHEAD DOOR	167633-000	660.1508.2150	BUILDING REPAIRS AN	545.00	545.00
Total OVERHEAD DOOR CO OF MASON CITY:							545.00
PERFORMANCE FOODSERVICE							
02/06/2025	97745	CHILDCARE SUPPLIES	886866	020.4408.3035	OTHER SUPPLIES	653.56	653.56

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Total PERFORMANCE FOODSERVICE:							653.56
PETERSON, KYLE							
02/06/2025	97746	IABO TRAINING: LODGIN	1/8-1/10/202	010.1701.2060	TRAVEL AND CONFER	510.72	510.72
02/06/2025	97746	IABO TRAINING: PER DIE	1/8-1/10/202	010.1701.2060	TRAVEL AND CONFER	40.00	40.00
Total PETERSON, KYLE:							550.72
PLUNKETTS PEST CONTROL INC							
02/06/2025	97747	SB MALL PEST CONTRO	8980874	310.7537.3990	MISCELLANEOUS EXP	113.50	113.50
Total PLUNKETTS PEST CONTROL INC:							113.50
PMI PROS INC							
02/06/2025	97748	SB MALL WEBSITE 03/3-	16982	310.7537.3990	MISCELLANEOUS EXP	59.00	59.00
Total PMI PROS INC:							59.00
POLICE EXEQUITE RESEARCH FORUM							
02/06/2025	97749	SUPSCRIPTION	27156	010.1101.2030	DUES & PUBLICATION	250.00	250.00
Total POLICE EXECUTIVE RESEARCH FORUM:							250.00
POSTMASTER							
02/06/2025	97750	PI PERMIT #35	2062025	600.8011.2300	POSTAGE	5,000.00	5,000.00
Total POSTMASTER:							5,000.00
PRECISION WASTE SOLUTIONS LLC							
02/06/2025	97751	ARENA WASTE/RECYCLI	1306019	670.8923.2723	CONTRACTUAL AGRE	175.00	175.00
Total PRECISION WASTE SOLUTIONS LLC:							175.00
PREMIER CLEANERS							
02/06/2025	97752	RECREATION BUNNY CO	07-020156	020.4408.3990	MISCELLANEOUS EXP	32.10	32.10
02/06/2025	97752	SALES TAX EXEMPT	07-020156	020.4401.3035	OTHER SUPPLIES	2.10-	2.10-
Total PREMIER CLEANERS:							30.00
PRINTING SERVICES INC.							
02/06/2025	97753	50,000 UTILITY FORMS	4812	600.8011.3019	OFFICE SUPPLIES	2,169.74	2,169.74
Total PRINTING SERVICES INC.:							2,169.74
PYE BARKER							
02/06/2025	97754	HALON INSPECTION	IVN0032020	040.4203.2181	SECURITY SYSTEM	781.00	781.00
Total PYE BARKER:							781.00
QUILL CORPORATION							
02/06/2025	97755	CREDIT FOR OFFICE SU	2448197	600.8042.3590	MATERIAL	20.83-	20.83-
02/06/2025	97755	CHAIR	42204250	110.2105.3019	OFFICE SUPPLIES	299.74	299.74
02/06/2025	97755	OFFICE SUPPLIES THAT	42204250	600.8042.3590	MATERIAL	20.83	20.83
02/06/2025	97755	PLATES	42517119	600.8042.3590	MATERIAL	102.79	102.79
02/06/2025	97755	SCISSORS	42561507	600.8042.3590	MATERIAL	23.82	23.82

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total QUILL CORPORATION:							426.35
RAHM,MARK							
02/06/2025	97756	CELL PHONE REIMBURS	FEBRUARY	010.2601.2040	PHONE EXPENSE	30.00	30.00
Total RAHM,MARK:							30.00
RELIANT FIRE APPARATUS INC							
02/06/2025	97757	2341 RPRS.	INV-IA-696	010.1503.2140	M/E REPAIRS	4,052.80	4,052.80
Total RELIANT FIRE APPARATUS INC:							4,052.80
ROCK SOLID TRAIL CONTRACTING LLC							
02/06/2025	97758	MC BIKE TRAILS - PACKA	FINAL 12192	325.2101.4925	DESTINATION IOWA	241,705.42	241,705.42
Total ROCK SOLID TRAIL CONTRACTING LLC:							241,705.42
SADLER POWER TRAIN							
02/06/2025	97759	JALTEST SYSTEM	0410242998	820.9601.3310	TOOLS AND SUPPLIES	9,715.00	9,715.00
Total SADLER POWER TRAIN:							9,715.00
SHIPMAN GUTTERS LLC							
02/06/2025	97760	PAY 1 304-306 N JEFFER	PAY 1 304-30	315.5917.2911	GRANT PAYMENTS-HO	51,040.00	51,040.00
Total SHIPMAN GUTTERS LLC:							51,040.00
SOARESCUE							
02/06/2025	97761	N.AKINS TACTICAL MEDI	2004	660.1507.2060	TRAVEL AND CONFER	1,800.00	1,800.00
Total SOARESCUE:							1,800.00
SPECTRUM GROUP, THE							
02/06/2025	97762	RED TAGS	19531	600.8011.3019	OFFICE SUPPLIES	88.95	88.95
02/06/2025	97762	WATER METER SERVICE	19531	600.8011.3019	OFFICE SUPPLIES	80.00	80.00
Total SPECTRUM GROUP, THE:							168.95
STECKER,PAM							
02/06/2025	97763	CELL PHONE REIMBURS	FEBRUARY	010.6105.2040	PHONE EXPENSE	30.00	30.00
Total STECKER,PAM:							30.00
TELL CONSTRUCTION							
02/06/2025	97764	PAY 1 128 3RD ST NW	PAY 1 128 3	315.5917.2911	GRANT PAYMENTS-HO	17,600.00	17,600.00
02/06/2025	97764	PAY 4 420 6TH ST NW	PAY 4 420 6T	315.5917.2911	GRANT PAYMENTS-HO	26,872.00	26,872.00
02/06/2025	97764	PAY 4 515 N MADISON AV	PAY 4 515 N	315.5917.2911	GRANT PAYMENTS-HO	3,300.00	3,300.00
Total TELL CONSTRUCTION:							47,772.00
TICKETSEARCH NORTH AMERICA LLC							
02/06/2025	97765	ARENA TICKET SALES	2208	670.8923.2723	CONTRACTUAL AGRE	100.00	100.00
Total TICKETSEARCH NORTH AMERICA LLC:							100.00

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UPHDM OCCUPATIONAL MEDICINE							
02/06/2025	97766	POLICE- PHYSICAL - REY	253121	010.1101.2010	MEDICAL SERVICE	988.54	988.54
Total UPHDM OCCUPATIONAL MEDICINE:							988.54
USA BLUEBOOK							
02/06/2025	97767	LAB SUPPLIES	INV0059919	610.8121.3070	LABORATORY SUPPLI	117.30	117.30
Total USA BLUEBOOK:							117.30
UTILITY EQUIPMENT COMPANY							
02/06/2025	97768	GASKET, CLAMP	20059472-00	600.8042.3590	MATERIAL	449.44	449.44
02/06/2025	97768	CHECK VALVE REPLACE	20059504-00	610.8123.2190	REPAIRS AND MAINTEN	1,446.44	1,446.44
02/06/2025	97768	PROBE	20059523-00	600.8011.3310	TOOLS AND SUPPLIES	88.28	88.28
02/06/2025	97768	NOZZLE, O RING	20059538-00	600.8002.3480	HYDRANTS - REPAIR	150.63	150.63
Total UTILITY EQUIPMENT COMPANY:							2,134.79
VANOUS, PAUL							
02/06/2025	97769	CELL PHONE REIMBURS	FEBRUARY	610.8121.2040	PHONE EXPENSE	30.00	30.00
Total VANOUS, PAUL:							30.00
VESTIS							
02/06/2025	97770	UNIFORMS	6340375977	600.8012.2410	UNIFORM RENTAL	102.98	102.98
02/06/2025	97770	UNIFORMS & MATS	6340379260	610.8121.3060	SUPPLIES & LAUNDRY	200.14	200.14
02/06/2025	97770	RUGS	6340379912	010.6501.3060	SUPPLIES & LAUNDRY	33.10	33.10
Total VESTIS:							336.22
WALLACE HOLLAND KASTLER							
02/06/2025	97771	PROFESSIONAL SERVIC	53448	320.2101.4582	STREET DOT PROJEC	20,697.18	20,697.18
Total WALLACE HOLLAND KASTLER:							20,697.18
WRIGHT, NICHOLAS SCOT							
02/06/2025	97772	IABO TRAINING: PER DIE	1/8-1/10/202	010.1701.2060	TRAVEL AND CONFER	40.00	40.00
Total WRIGHT, NICHOLAS SCOT:							40.00
Grand Totals:							1,238,329.61

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

Dated: _____

Approved by: _____

Report Criteria:
Report type: GL detail

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
ABSOLUTE WASTE REMOVAL							
02/13/2025	97795	DUMPSTER	1927102	110.2109.2190	REPAIRS AND MAINTENANCE	377.64	377.64
02/13/2025	97795	TRASH SERVICE	1929173	070.4504.3990	MISCELLANEOUS EXP	114.71	114.71
Total ABSOLUTE WASTE REMOVAL:							492.35
ALLIANT UTILITIES-IPC							
02/13/2025	97796	537 4th St NE	0046459146	320.2101.4580	STREET REHAB PROG	137.19	137.19
02/13/2025	97796	Mason City Mult-Purpose	0187681292	670.8923.2160	GAS & ELECTRICITY	10,350.76	10,350.76
02/13/2025	97796	E State Shelter #1	0411441000	020.4304.2160	GAS & ELECTRICITY	26.49	26.49
02/13/2025	97796	380 15th NE Well A-1	0480411000	600.8001.2160	GAS & ELECTRICITY	11,006.53	11,006.53
02/13/2025	97796	SB MALL 100 S FEDERAL	0491351550	310.7537.2160	GAS & ELECTRICITY	9,884.26	9,884.26
02/13/2025	97797	TERMINAL BLDG LIFT ST	0671431000	050.2814.2180	ELECTRICITY	79.76	79.76
02/13/2025	97796	Gazebo	0750901000	020.4304.2160	GAS & ELECTRICITY	26.47	26.47
02/13/2025	97796	1280 4TH ST SW SIGNAL	0812531530	010.2404.2180	ELECTRICITY	86.49	86.49
02/13/2025	97796	Campground mtr 2	0832811000	020.4304.2160	GAS & ELECTRICITY	25.89	25.89
02/13/2025	97796	601 5th/S Carolina Metere	0848398761	010.2404.2180	ELECTRICITY	62.49	62.49
02/13/2025	97796	City Hall II	0985390000	010.6501.2160	GAS & ELECTRICITY	3,455.06	3,455.06
02/13/2025	97796	1187 N ILLINOIS AVE	1035004743	010.1101.2160	SMART CITY/SAFE CIT	24.95	24.95
02/13/2025	97796	East Park	1140511000	020.4304.2160	GAS & ELECTRICITY	38.70	38.70
02/13/2025	97796	400 15th St NE A3 Well	1148990000	600.8001.2160	GAS & ELECTRICITY	583.70	583.70
02/13/2025	97797	NEW TERMINAL ELECTRI	1302336837	050.2814.2180	ELECTRICITY	9,957.58	9,957.58
02/13/2025	97797	NEW TERMINAL GAS	1302336837	050.2814.2161	GAS UTILITIES	873.53	873.53
02/13/2025	97796	1241 Moonstone Ct St Lite	1457522782	110.2301.2180	ELECTRICITY	58.74	58.74
02/13/2025	97796	Dam Motor	1541680000	110.2100.2160	GAS & ELECTRICITY	73.77	73.77
02/13/2025	97796	Back 9	1670821000	650.8906.2160	GAS & ELECTRICITY	561.82	561.82
02/13/2025	97796	1500 Elm Drive-Bike Park	1716547915	020.4304.2160	GAS & ELECTRICITY	1,884.95	1,884.95
02/13/2025	97796	Traffic Lights	1785215807	010.2404.2160	GAS & ELECTRICITY	250.52	250.52
02/13/2025	97796	221 S WASHINGTON AVE	1801882341	010.1101.2160	SMART CITY/SAFE CIT	24.95	24.95
02/13/2025	97796	River Heights Dr Foot Brid	1809443057	110.2301.2180	ELECTRICITY	39.95	39.95
02/13/2025	97796	Central Park outlet	1811941000	020.4304.2160	GAS & ELECTRICITY	24.95	24.95
02/13/2025	97796	Slide Hill	1974251000	020.4304.2160	GAS & ELECTRICITY	27.70	27.70
02/13/2025	97796	Campground mtr 1	2101501000	020.4304.2160	GAS & ELECTRICITY	81.33	81.33
02/13/2025	97796	Deer Pen	2121541000	020.4304.2160	GAS & ELECTRICITY	24.20	24.20
02/13/2025	97796	Traffic Lights	2143933270	010.2404.2180	ELECTRICITY	1,286.69	1,286.69
02/13/2025	97796	N Tenn Ball Diamonds	2160880000	020.4304.2160	GAS & ELECTRICITY	148.04	148.04
02/13/2025	97796	E Park Shelter	2315821000	020.4304.2160	GAS & ELECTRICITY	222.28	222.28
02/13/2025	97796	543 4TH ST NE	2570431754	320.2101.4580	STREET REHAB PROG	39.74	39.74
02/13/2025	97796	549 4TH ST NE	2813135935	320.2101.4580	STREET REHAB PROG	164.45	164.45
02/13/2025	97796	430 1st St N.E.	2935041486	010.6501.2160	GAS & ELECTRICITY	169.77	169.77
02/13/2025	97796	Street Lights	2954101000	110.2301.2180	ELECTRICITY	454.85	454.85
02/13/2025	97796	100 S Federal #117 Younk	3096803889	670.8923.2160	GAS & ELECTRICITY	3,187.64	3,187.64
02/13/2025	97797	NEW T-HANGARS	3110868126	050.2810.2180	ELECTRICITY	430.84	430.84
02/13/2025	97796	17th Street NE Pump	3303251000	650.8906.2160	GAS & ELECTRICITY	24.20	24.20
02/13/2025	97796	590 N Monroe	3375928287	110.2301.2180	ELECTRICITY	125.34	125.34
02/13/2025	97797	AVIATION T-HANGARS	3407641000	050.2810.2180	ELECTRICITY	817.69	817.69
02/13/2025	97796	Campground mtr 4	3412031000	020.4304.2160	GAS & ELECTRICITY	25.89	25.89
02/13/2025	97796	Street 33%	3857890000	110.2109.2160	GAS & ELECTRICITY	678.04	678.04
02/13/2025	97796	Storeroom 33%	3857890000	600.8002.2160	GAS & ELECTRICITY	678.05	678.05
02/13/2025	97796	Internal Service 33%	3857890000	820.9601.2160	GAS & ELECTRICITY	678.05	678.05
02/13/2025	97796	Bus Terminal	4001151000	080.5801.2160	GAS & ELECTRICITY	338.43	338.43
02/13/2025	97796	Well 14 Outside Building	4033721000	600.8001.2160	GAS & ELECTRICITY	4,567.61	4,567.61
02/13/2025	97796	RRC ICE ARENA (JC PEN)	4127584598	670.8923.2160	GAS & ELECTRICITY	5,000.83	5,000.83
02/13/2025	97796	Street Lights	4565151000	110.2301.2180	ELECTRICITY	19,603.19	19,603.19

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
02/13/2025	97796	G Hanford	4664980000	020.4304.2160	GAS & ELECTRICITY	45.96	45.96
02/13/2025	97797	FIRE STATION	5028301000	050.2806.2161	GAS UTILITIES	882.16	882.16
02/13/2025	97797	FIRE STATION	5028301000	050.2806.2180	ELECTRICITY	882.72	882.72
02/13/2025	97796	Campground mtr 5	5209041000	020.4304.2160	GAS & ELECTRICITY	32.83	32.83
02/13/2025	97796	2300 S Massachusetts	5240190000	600.8001.2160	GAS & ELECTRICITY	5,712.74	5,712.74
02/13/2025	97796	Various Siren Location	5695241000	010.1301.2180	ELECTRICITY	48.23	48.23
02/13/2025	97796	Lot N	5815101000	630.8202.2180	ELECTRICITY	23.44	23.44
02/13/2025	97796	Eng. Dept 401 15th NE	5945421000	600.8001.2160	GAS & ELECTRICITY	521.09	521.09
02/13/2025	97796	SB MALL 100 S FEDERAL	6050719410	310.7537.2160	GAS & ELECTRICITY	21,726.22	21,726.22
02/13/2025	97796	1009 N Monroe Shelter Hs	6146211000	020.4304.2160	GAS & ELECTRICITY	34.01	34.01
02/13/2025	97796	Well 14 S Kentucky	6423311000	600.8001.2160	GAS & ELECTRICITY	105.97	105.97
02/13/2025	97796	217 S Delaware Ave	6470035423	110.2301.2180	ELECTRICITY	219.46	219.46
02/13/2025	97796	Various Traffic Signals	6487651000	010.2404.2180	ELECTRICITY	1,179.44	1,179.44
02/13/2025	97797	RUNWAY LIGHTS, VAULT	6713401000	050.2808.2180	ELECTRICITY	1,063.12	1,063.12
02/13/2025	97796	Police	6763441000	010.1103.2160	GAS & ELECTRICITY	2,348.92	2,348.92
02/13/2025	97796	Gooch Park	6872151000	020.4304.2160	GAS & ELECTRICITY	31.54	31.54
02/13/2025	97796	State Street Concession St	7018231000	020.4304.2160	GAS & ELECTRICITY	25.81	25.81
02/13/2025	97796	5 2nd Street NE Streetscap	7071831000	110.2301.2180	ELECTRICITY	473.31	473.31
02/13/2025	97797	EAST GATE	7090989568	050.2810.2180	ELECTRICITY	43.71	43.71
02/13/2025	97796	115 N ILLINOIS STREET L	7307916411	110.2301.2180	ELECTRICITY	23.01	23.01
02/13/2025	97796	Central Park lites	7363621000	020.4304.2160	GAS & ELECTRICITY	309.23	309.23
02/13/2025	97796	Campground Bath Hse	7378011000	020.4304.2160	GAS & ELECTRICITY	2,178.78	2,178.78
02/13/2025	97796	Storage Shed	7485631000	110.2109.2160	GAS & ELECTRICITY	1,043.73	1,043.73
02/13/2025	97796	DOG PARK	7607821000	020.4304.4681	DOG PARK	16.97	16.97
02/13/2025	97797	MX SHOP	7673880000	050.2804.2180	ELECTRICITY	437.58	437.58
02/13/2025	97797	MX SHOP	7673880000	050.2804.2161	GAS UTILITIES	1,436.04	1,436.04
02/13/2025	97796	Street Lights	7696711000	110.2301.2180	ELECTRICITY	2,199.58	2,199.58
02/13/2025	97796	544 43rd Street Monroe Lig	7807269687	110.2301.2180	ELECTRICITY	82.16	82.16
02/13/2025	97796	Swim Pool	8189911000	020.4490.2160	GAS & ELECTRICITY	722.38	722.38
02/13/2025	97796	5TH SW & N FEDERAL N	8309731608	010.2404.2180	ELECTRICITY	652.30	652.30
02/13/2025	97796	Maintenance	8331931000	020.4304.2160	GAS & ELECTRICITY	614.03	614.03
02/13/2025	97796	Pumping Plant Area Light	8332541000	600.8001.2160	GAS & ELECTRICITY	35.45	35.45
02/13/2025	97796	Red Barn	8376490000	020.4304.2160	GAS & ELECTRICITY	290.70	290.70
02/13/2025	97796	Lot E-City Hall 2nd NW	8608931000	630.8202.2180	ELECTRICITY	84.14	84.14
02/13/2025	97797	EAA BUILDING AND WES	8719351000	050.2810.2180	ELECTRICITY	42.92	42.92
02/13/2025	97796	14251 Partridge Welcome	8876090000	110.2100.2160	GAS & ELECTRICITY	33.34	33.34
02/13/2025	97797	ENTRANCE SIGN	8909680000	050.2814.2180	ELECTRICITY	58.83	58.83
02/13/2025	97796	Campground Campstore	8961111000	020.4304.2160	GAS & ELECTRICITY	392.54	392.54
02/13/2025	97796	100 E State TR Mtr	8963551000	010.2404.2180	ELECTRICITY	68.77	68.77
02/13/2025	97796	Various Traffic Signals	9091424944	010.2404.2180	ELECTRICITY	239.98	239.98
02/13/2025	97796	318 S DELAWARE AVE	9250303677	010.2404.2180	ELECTRICITY	76.26	76.26
02/13/2025	97796	543 43rd Street Wtr Tower	9264790000	600.8012.2160	GAS & ELECTRICITY	388.51	388.51
02/13/2025	97796	Office	9309101000	020.4304.2160	GAS & ELECTRICITY	788.19	788.19
02/13/2025	97796	12 5th St NE St Lite MT	9347921000	110.2301.2180	ELECTRICITY	80.44	80.44
02/13/2025	97796	12th St Overpass Lights	9509111000	110.2100.2160	GAS & ELECTRICITY	132.17	132.17
02/13/2025	97796	Campground mtr 3	9543590000	020.4304.2160	GAS & ELECTRICITY	25.89	25.89
02/13/2025	97796	Main Lot	9624251000	630.8201.2180	ELECTRICITY	365.16	365.16
02/13/2025	97796	E Park Tennis	9676090000	020.4304.2160	GAS & ELECTRICITY	95.22	95.22
02/13/2025	97796	Highland Golf Course	9941701000	650.8906.2160	GAS & ELECTRICITY	660.13	660.13
Total ALLIANT UTILITIES-IPC:							137,289.46
ARNOLD MOTOR SUPPLY							
02/13/2025	97798	GREASE TUBES	05NV139371	600.8001.2190	REPAIRS AND MAINTENANCE	22.02	22.02
02/13/2025	97798	UNDERCOAT	05NV139399	110.2109.2190	REPAIRS AND MAINTENANCE	31.75	31.75
02/13/2025	97798	HAND SCRUB	05NV139537	600.8002.3310	TOOLS AND SUPPLIES	59.62	59.62

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total ARNOLD MOTOR SUPPLY:							113.39
AT&T MOBILITY							
02/13/2025	97799	CAR CELL PHONES	2873198701	010.1101.2040	PHONE EXPENSE	590.07	590.07
Total AT&T MOBILITY:							590.07
ATLANTIC COCA-COLA BOTTLING CO							
02/13/2025	97800	2024 REBATE-ADULT CO	4982577	530.4401.3035	OTHER SUPPLIES	279.00-	279.00-
02/13/2025	97800	ARENA CONCESSIONS	4995282	670.8923.3135	CONCESSION SUPPLI	333.02	333.02
Total ATLANTIC COCA-COLA BOTTLING CO:							54.02
B & F FASTENER SUPPLY CO							
02/13/2025	97801	SHEET METAL SCREWS	31054128-01	820.9601.3260	SHOP SUPPLIES	20.83	20.83
02/13/2025	97801	COTTER PINS AND WAS	31054491-00	110.2107.3260	SHOP SUPPLIES	14.04	14.04
02/13/2025	97801	COTTER PIN	31054491-01	820.9601.3044	M/E SUPPLIES	3.97	3.97
02/13/2025	97801	SCREWS NUTS WASHER	31054592-00	110.2107.3044	M/E SUPPLIES	57.21	57.21
02/13/2025	97801	SCREWS NUTS WASHER	31054596-00	110.2101.4590	STREET SIGNS	275.67	275.67
Total B & F FASTENER SUPPLY CO:							371.72
BATTERIES PLUS BULBS							
02/13/2025	97802	LANTERN BATTERY	P80236928	010.1502.2150	BUILDING REPAIRS AN	18.00	18.00
Total BATTERIES PLUS BULBS:							18.00
BLACKHAWK SPRINKLERS INC							
02/13/2025	97803	ANNUAL FIRE SPRINKLE	122996	010.6501.2190	REPAIRS AND MAINTEN	237.50	237.50
02/13/2025	97803	ANNUAL FIRE SPRINKLE	122997	010.1103.2150	BUILDING REPAIRS AN	180.00	180.00
Total BLACKHAWK SPRINKLERS INC:							417.50
BLUE SKY SOLAR CO MASON CITY LLC							
02/13/2025	97804	SOLAR ENERGY	INV174	600.8001.2160	GAS & ELECTRICITY	3,699.99	3,699.99
Total BLUE SKY SOLAR CO MASON CITY LLC:							3,699.99
BMC AGGREGATES L.C.							
02/13/2025	97805	DEMO FILL	220051	010.1702.2550	DEMOLITIONS	676.34	676.34
02/13/2025	97805	ROAD STONE	220051	600.8002.3110	MAINTENANCE MATER	267.05	267.05
Total BMC AGGREGATES L.C.:							943.39
BOUND TREE MEDICAL LLC							
02/13/2025	97806	CLERGY UNIFORM	85642364	010.1501.3035	OTHER SUPPLIES	45.10	45.10
02/13/2025	97806	EMS SUPPLIES	85651641	660.1509.3070	MEDICAL SUPPLIES	188.42	188.42
02/13/2025	97806	EMS SUPPLIES	85655029	660.1509.3070	MEDICAL SUPPLIES	120.89	120.89
02/13/2025	97806	EMS SUPPLIES	85655030	660.1509.3070	MEDICAL SUPPLIES	10.80	10.80
Total BOUND TREE MEDICAL LLC:							365.21
BRADS AUTO REPAIR							
02/13/2025	97807	TIRE REPAIR	I017907	010.1102.2140	M/E REPAIRS	38.79	38.79
02/13/2025	97807	TRIE REPAIR	I017919	010.1102.2140	M/E REPAIRS	33.79	33.79

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Total BRADS AUTO REPAIR:							72.58
BROTHERS MARKET INC							
02/13/2025	97808	UPS	124310	600.8001.3990	MISCELLANEOUS EXP	14.10	14.10
02/13/2025	97808	STRAP	124353	020.4310.3035	OTHER SUPPLIES	2.78	2.78
02/13/2025	97808	UPS/TOOLS	124367	600.8001.3990	MISCELLANEOUS EXP	37.24	37.24
02/13/2025	97808	PLIERS	124374	110.2115.3310	TOOLS AND SUPPLIES	19.99	19.99
02/13/2025	97808	MAILBOX	124411	110.2115.1010	SALARIES	50.74	50.74
02/13/2025	97808	SHIPPING	124412	600.8002.3310	TOOLS AND SUPPLIES	21.98	21.98
02/13/2025	97808	UPS	124437	600.8001.3990	MISCELLANEOUS EXP	14.25	14.25
Total BROTHERS MARKET INC:							161.08
CDW GOVERNMENT INC							
02/13/2025	97809	BATTERY BACKUP FOR	AC7EU7E	015.6900.4060	OFFICE EQUIPMENT	942.87	942.87
Total CDW GOVERNMENT INC:							942.87
CENTURYLINK							
02/13/2025	97811	PHONE	333515345 0	610.8121.2040	PHONE EXPENSE	132.00	132.00
02/13/2025	97811	PHONE	334019079 0	020.4490.2040	PHONE EXPENSE	76.00	76.00
02/13/2025	97811	NEIGHBORHOOD	421.2711 010	010.1911.2040	PHONE EXPENSE	20.45	20.45
02/13/2025	97811	LAN ROOM	421.2751 01	010.6206.2040	PHONE EXPENSE	20.45	20.45
02/13/2025	97811	PERSONNEL	421.3378 01	010.6401.2040	PHONE EXPENSE	40.90	40.90
02/13/2025	97811	SANITATION	421.3381 01	640.8305.2040	PHONE EXPENSE	40.90	40.90
02/13/2025	97811	STOREROOM	421.3382 01	600.8002.2040	PHONE EXPENSE	20.45	20.45
02/13/2025	97811	CITY GEN	421.3600 01	010.6206.2040	PHONE EXPENSE	335.38	335.38
02/13/2025	97811	MAYOR SEC	421.3601 01	010.6101.2040	PHONE EXPENSE	40.90	40.90
02/13/2025	97811	ENG DEPT	421.3609 01	010.2601.2040	PHONE EXPENSE	143.15	143.15
02/13/2025	97811	CASHIER	421.3612 01	600.8011.2040	PHONE EXPENSE	61.35	61.35
02/13/2025	97811	FINANCE DP	421.3617 01	010.6201.2040	PHONE EXPENSE	102.25	102.25
02/13/2025	97811	HUMAN RIGHTS	421.3619 01	010.3801.2040	PHONE EXPENSE	61.35	61.35
02/13/2025	97811	INSP ASST	421.3621 01	010.1701.2040	PHONE EXPENSE	40.90	40.90
02/13/2025	97811	INSP RAY	421.3622 01	010.5401.2040	PHONE EXPENSE	20.45	20.45
02/13/2025	97811	INSP ELEC	421.3623 01	010.1904.2040	PHONE EXPENSE	20.45	20.45
02/13/2025	97811	PLAN & ZONE	421.3626 01	010.5401.2040	PHONE EXPENSE	40.90	40.90
02/13/2025	97811	PARKS	421.3672 01	020.4301.2040	PHONE EXPENSE	20.45	20.45
02/13/2025	97811	INT SERV	421.3677 01	820.9601.2040	PHONE EXPENSE	20.45	20.45
02/13/2025	97811	CEMETERY	421.3687 01	070.4501.2040	PHONE EXPENSE	25.00	25.00
02/13/2025	97811	TRANSIT	421.3690 01	080.5801.2040	PHONE EXPENSE	61.35	61.35
02/13/2025	97811	ADMINISTRATOR	421.3693 01	010.6105.2040	PHONE EXPENSE	40.90	40.90
02/13/2025	97811	WASTE WTR	421.3699 01	610.8121.2040	PHONE EXPENSE	81.80	81.80
02/13/2025	97811	CLERK FAX	423.5369 01	010.6204.2040	PHONE EXPENSE	61.35	61.35
02/13/2025	97810	POLICE	720540240	010.1101.2040	PHONE EXPENSE	2.45	2.45
02/13/2025	97810	YTH TASK FORCE	720540240	010.3900.2040	PHONE EXPENSE	4.90	4.90
02/13/2025	97810	INSP ELEC	720540240	010.1701.2040	PHONE EXPENSE	9.80	9.80
02/13/2025	97810	HUMAN RIGHTS	720540240	010.3802.2040	PHONE EXPENSE	2.45	2.45
02/13/2025	97810	MAYOR SEC	720540240	010.6101.2040	PHONE EXPENSE	2.45	2.45
02/13/2025	97810	ADMINISTRATOR	720540240	010.6105.2040	PHONE EXPENSE	2.45	2.45
02/13/2025	97810	FINANCE DP	720540240	010.6201.2040	PHONE EXPENSE	7.35	7.35
02/13/2025	97810	CLERK FAX	720540240	010.6204.2040	PHONE EXPENSE	2.45	2.45
02/13/2025	97810	CITY GEN	720540240	010.6206.2040	PHONE EXPENSE	34.90	34.90
02/13/2025	97810	PLAN & ZONE	720540240	010.5401.2040	PHONE EXPENSE	2.45	2.45
02/13/2025	97810	ENG DEPT	720540240	010.2601.2040	PHONE EXPENSE	4.90	4.90
02/13/2025	97810	PARKS	720540240	020.4301.2040	PHONE EXPENSE	2.45	2.45
02/13/2025	97810	RECREATION	720540240	020.4401.2040	PHONE EXPENSE	9.80	9.80

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02/13/2025	97810	CAMPGRNDS	720540240	020.4410.2040	PHONE EXPENSE	2.45	2.45
02/13/2025	97810	LIBRARY FAX	720540240	030.4101.2040	PHONE EXPENSE	16.16	16.16
02/13/2025	97810	CEMETERY	720540240	070.4501.2040	PHONE EXPENSE	4.85	4.85
02/13/2025	97810	STREET FX	720540240	110.2105.2040	PHONE EXPENSE	10.49	10.49
02/13/2025	97810	NEIGHBORHOOD SERV	720540240	010.1911.2040	PHONE EXPENSE	3.60	3.60
02/13/2025	97810	GOLF CRS	720540240	650.8901.2040	PHONE EXPENSE	9.80	9.80
02/13/2025	97810	STOREROOM	720540240	600.8002.2040	PHONE EXPENSE	6.93	6.93
02/13/2025	97810	WTR PUMP	720540240	600.8001.2040	PHONE EXPENSE	9.93	9.93
02/13/2025	97810	CASHIER	720540240	600.8011.2040	PHONE EXPENSE	7.35	7.35
02/13/2025	97810	WASTE WTR	720540240	610.8121.2040	PHONE EXPENSE	12.37	12.37
02/13/2025	97810	SANITATION	720540240	640.8305.2040	PHONE EXPENSE	4.90	4.90
02/13/2025	97810	INT SERV	720540240	820.9601.2040	PHONE EXPENSE	2.45	2.45
Total CENTURYLINK:							1,709.61
CKBE PROPERTIES LLC							
02/13/2025	97812	RENT-FEB 25	2050	010.1101.3990	MISCELLANEOUS EXP	300.00	300.00
Total CKBE PROPERTIES LLC:							300.00
CONNECTIONS INC EAP							
02/13/2025	97813	EAP FEES FEBRUARY 20	39189	010.6401.3990	MISCELLANEOUS EXP	728.64	728.64
Total CONNECTIONS INC EAP:							728.64
CONTROL PRINT							
02/13/2025	97814	ANNUAL AT A GLANCE IN	22112	010.6101.2722	COPY CHARGE	1,680.00	1,680.00
Total CONTROL PRINT:							1,680.00
CORPORATE TRANSLATION SERVICES INC							
02/13/2025	97815	TRANSLATION	291802	010.1101.3990	MISCELLANEOUS EXP	6.44	6.44
Total CORPORATE TRANSLATION SERVICES INC:							6.44
CROELL REDI-MIX INC							
02/13/2025	97816	HIGHLAND COURSE LAN	937646	650.8904.3110	MAINTENANCE MATER	1,220.00	1,220.00
Total CROELL REDI-MIX INC:							1,220.00
CRYSTEEL TRUCK EQUIPMENT							
02/13/2025	97817	CREDIT FOR PLOW TRA	L33228A	320.2107.4040	MOTOR EQUIPMENT	750.00-	750.00-
02/13/2025	97817	76 TRUCK UPFIT	L33244	320.2107.4040	MOTOR EQUIPMENT	134,549.00	134,549.00
02/13/2025	97817	HINGES	LP222264	110.2107.3044	M/E SUPPLIES	190.00	190.00
Total CRYSTEEL TRUCK EQUIPMENT:							133,989.00
CULLIGAN MASON CITY							
02/13/2025	97818	WATER COOLER RENTAL	394-0971942	660.1508.3035	OTHER SUPPLIES	45.40	45.40
02/13/2025	97818	WATER COOLER AND BO	394X045909	110.2109.2190	REPAIRS AND MAINT	76.45	76.45
02/13/2025	97818	WATER DELIVERY	394X046025	010.3900.3990	MISCELLANEOUS EXP	27.90	27.90
Total CULLIGAN MASON CITY:							149.75
D & D SALES							
02/13/2025	97819	VINYL DECALS	121893S	010.1103.2150	BUILDING REPAIRS AN	175.00	175.00

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Total D & D SALES:							175.00
DAHLEY, JUDITH KAY							
02/13/2025	97820	PROF SRVC - TRANSCRI	02042025	010.6204.2740	PROFESSIONAL SERV	40.00	40.00
Total DAHLEY, JUDITH KAY:							40.00
DECKER SPORTING GOODS							
02/13/2025	97821	RECREATION YOUTH SHI	AAC006958-	020.4408.3035	OTHER SUPPLIES	35.00	35.00
02/13/2025	97821	RECREATION YOUTH SHI	AAD120080-	020.4408.3035	OTHER SUPPLIES	10.00	10.00
02/13/2025	97821	RECREATION YOUTH SHI	AAD120878-	020.4408.3035	OTHER SUPPLIES	1,775.00	1,775.00
02/13/2025	97821	RECREATION YOUTH SHI	AAN031281-	020.4408.3035	OTHER SUPPLIES	65.00	65.00
02/13/2025	97821	RECREATION YOUTH SHI	AAN031864-	020.4408.3035	OTHER SUPPLIES	200.00	200.00
02/13/2025	97821	RECREATION YOUTH SHI	AAN032843-	020.4408.3035	OTHER SUPPLIES	860.00	860.00
Total DECKER SPORTING GOODS:							2,945.00
DIAMOND VOGEL INC							
02/13/2025	97822	PAINT	270346015	020.4304.3110	MAINTENANCE MATER	83.63	83.63
02/13/2025	97822	PAINT	270346150	600.8002.3310	TOOLS AND SUPPLIES	75.21	75.21
02/13/2025	97822	PAINT	270346291	610.8123.3990	MISCELLANEOUS EXP	35.24	35.24
02/13/2025	97822	HIGHLAND CLUBHOUSE	270346302	650.8906.2150	BUILDING REPAIRS AN	40.19-	40.19-
Total DIAMOND VOGEL INC:							153.89
DIGITAL DUMPSTERS							
02/13/2025	97823	DUMPSTER RENTAL FOR	6926	010.1702.2550	DEMOLITIONS	5,057.60	5,057.60
Total DIGITAL DUMPSTERS:							5,057.60
DREES, BRIAN							
02/13/2025	97824	OVERPAYMENT: 2910 1S	163-9300-01	620.8125.5510	REFUND	10.94	10.94
02/13/2025	97824	OVERPAYMENT: 2910 1S	163-9300-01	640.8305.5510	REFUND	3.15	3.15
Total DREES, BRIAN:							14.09
ELIXIR							
02/13/2025	97825	1/31/24 FIRE CLAIMS	579723	117.1501.2010	MEDICAL SERVICE	5.41	5.41
02/13/2025	97825	1/31/24 FIRE ADMIN	579723	117.1501.2010	MEDICAL SERVICE	.50-	.50-
02/13/2025	97825	1/31/24 POLICE CLAIMS	579723	117.1101.2010	MEDICAL SERVICE	1,170.66	1,170.66
02/13/2025	97825	1/31/24 POLICE ADMIN	579723	117.1101.2010	MEDICAL SERVICE	4.00	4.00
Total ELIXIR:							1,179.57
ENTERPRISE FM TRUST							
02/13/2025	97826	LEASED VEHICLES	FBN5262836	015.6900.3990	MISCELLANEOUS EXP	11,790.00	11,790.00
Total ENTERPRISE FM TRUST:							11,790.00
FASTENAL COMPANY							
02/13/2025	97827	CHANNEL WASHER	333711	110.2115.3310	TOOLS AND SUPPLIES	5.43	5.43
02/13/2025	97827	FASTENERS	333886	110.2107.3044	M/E SUPPLIES	3.78	3.78
02/13/2025	97827	SCREWS	333925	600.8001.2190	REPAIRS AND MAINTE	1.16	1.16
02/13/2025	97827	BOLTS	333940	610.8123.3990	MISCELLANEOUS EXP	60.94	60.94
02/13/2025	97827	STREET LIGHTS	333984	110.2101.4670	STREET LIGHTING	28.36	28.36
02/13/2025	97827	DRINKING FOUNTAINS	334015	110.2109.2190	REPAIRS AND MAINTE	2,080.58	2,080.58

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Total FASTENAL COMPANY:							2,180.25
FEDERAL FIRE EQUIPMENT COMPANY							
02/13/2025	97828	ANNUAL INSPECTION FI	20385	600.8001.2150	BUILDING REPAIRS AN	370.00	370.00
02/13/2025	97828	SB MALL INSPECTION	20525	310.7537.3990	MISCELLANEOUS EXP	1,775.00	1,775.00
Total FEDERAL FIRE EQUIPMENT COMPANY:							2,145.00
FLOYD & LEONARD AUTO ELECTRIC							
02/13/2025	97829	GRINDING WHEEL	178317	020.4306.3035	OTHER SUPPLIES	51.93	51.93
02/13/2025	97829	SAW BLADES	178338	020.4310.3035	OTHER SUPPLIES	50.39	50.39
02/13/2025	97829	V-BELT	178574	610.8121.3110	MAINTENANCE MATER	21.58	21.58
Total FLOYD & LEONARD AUTO ELECTRIC:							123.90
FORESTRY SUPPLIERS							
02/13/2025	97830	CHAINSAW SCABBARD	643270-00	110.2105.3060	SUPPLIES & LAUNDRY	1,031.98	1,031.98
Total FORESTRY SUPPLIERS:							1,031.98
GLOBE-GAZETTE							
02/13/2025	97831	NEWSPAPER 2/25-1/26	122-0005723	110.2109.2190	REPAIRS AND MAINTEN	186.99	186.99
Total GLOBE-GAZETTE:							186.99
GODFATHERS PIZZA							
02/13/2025	97832	PIZZA: MENTORING	344	010.3900.3990	MISCELLANEOUS EXP	29.49	29.49
Total GODFATHERS PIZZA:							29.49
GRAINGER							
02/13/2025	97833	PUMP MOTOR COUPLIN	9389904237	600.8001.2190	REPAIRS AND MAINTEN	762.75	762.75
02/13/2025	97833	VALVE LOCKOUT	9402222773	110.2105.3770	SAFETY EXPENSE	16.72	16.72
Total GRAINGER:							779.47
HACH CHEMICAL COMPANY							
02/13/2025	97834	REAGENTS	14356766	600.8001.3170	CHEMICALS	90.45	90.45
02/13/2025	97834	REAGENTS	14360390	600.8001.3170	CHEMICALS	1,562.55	1,562.55
Total HACH CHEMICAL COMPANY:							1,653.00
HAWKINS INC							
02/13/2025	97835	CHEMICALS	6981843	600.8001.3170	CHEMICALS	6,986.88	6,986.88
Total HAWKINS INC:							6,986.88
HEARTLAND TIRE							
02/13/2025	97836	TIRES X 16	270030751	010.1102.2140	M/E REPAIRS	2,336.00	2,336.00
02/13/2025	97836	TIRE REPAIR	270030761	110.2107.2140	M/E REPAIRS	62.00	62.00
Total HEARTLAND TIRE:							2,398.00
HERTZEL, IVY							
02/13/2025	97837	OVERPAYMENT: 633 S JE	272-1260-11	600.8011.5510	REFUND	59.14	59.14
02/13/2025	97837	OVERPAYMENT: 633 S JE	272-1260-11	610.8121.5510	REFUND	26.32	26.32

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02/13/2025	97837	OVERPAYMENT: 633 S JE	272-1260-11	620.8125.5510	REFUND	3.39	3.39
02/13/2025	97837	OVERPAYMENT: 633 S JE	272-1260-11	640.8305.5510	REFUND	15.19	15.19
Total HERTZEL, IVY:							104.04
HEWETT WHOLESALE INC							
02/13/2025	97838	ARENA CONCESSIONS	219297	670.8923.3135	CONCESSION SUPPLI	1,404.26	1,404.26
02/13/2025	97838	ARENA CONCESSIONS	219460	670.8923.3135	CONCESSION SUPPLI	341.34	341.34
Total HEWETT WHOLESALE INC:							1,745.60
HOBBY LOBBY							
02/13/2025	97839	CLASSROOM SUPPLIES	137789757	040.4215.3019	OFFICE SUPPLIES	23.74	23.74
02/13/2025	97839	KIDS CLUB SUPPLIES	137789757	040.4215.3140	OTHER SPECIAL EVEN	6.98	6.98
02/13/2025	97839	KIDS CLUB SUPPLIES	138168024	040.4215.3140	OTHER SPECIAL EVEN	6.15	6.15
Total HOBBY LOBBY:							36.87
HOME LUMBER & BUILDERS							
02/13/2025	97840	LUMBER	485434	020.4306.2150	BUILDING REPAIRS AN	78.00	78.00
02/13/2025	97840	LUMBER	485448	020.4304.3110	MAINTENANCE MATER	39.00	39.00
Total HOME LUMBER & BUILDERS:							117.00
HOPES, KRISTIN							
02/13/2025	97841	OVERPAYMENT: 1310 3R	166-0340-02	600.8011.5510	REFUND	46.81	46.81
02/13/2025	97841	OVERPAYMENT: 1310 3R	166-0340-02	610.8121.5510	REFUND	31.08	31.08
02/13/2025	97841	OVERPAYMENT: 1310 3R	166-0340-02	620.8125.5510	REFUND	5.77	5.77
02/13/2025	97841	OVERPAYMENT: 1310 3R	166-0340-02	640.8305.5510	REFUND	26.34	26.34
Total HOPES, KRISTIN:							110.00
HUBER SUPPLY COMPANY							
02/13/2025	97842	CYLINDER RENTAL	3198529	820.9601.3260	SHOP SUPPLIES	130.20	130.20
02/13/2025	97842	CYLINDER RENTAL	3198530	020.4301.3060	SUPPLIES & LAUNDRY	219.75	219.75
02/13/2025	97842	CYLINDER RENTAL	3198532	110.2107.3260	SHOP SUPPLIES	55.80	55.80
02/13/2025	97842	TANK LEASE	3198533	600.8002.3310	TOOLS AND SUPPLIES	27.90	27.90
02/13/2025	97842	CYLINDER RENTAL	3198534	600.8001.3990	MISCELLANEOUS EXP	40.30	40.30
Total HUBER SUPPLY COMPANY:							473.95
I & S GROUP INC							
02/13/2025	97843	DESTINATION IOWA	114148	325.2101.4925	DESTINATION IOWA	6,412.50	6,412.50
Total I & S GROUP INC:							6,412.50
IAMU							
02/13/2025	97844	CEU CLASS	03122025	600.8001.2080	EDUCATION AND TRAI	150.00	150.00
Total IAMU:							150.00
ICAP							
02/13/2025	97845	LINDERMAN DEDUCTIBL	040555-0703	090.6601.2680	GENERAL LIABILITY	801.93	801.93
Total ICAP:							801.93

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
IDI							
02/13/2025	97846	USAGE	IN826643	010.1101.2100	INVESTIGATION FUND	76.00	76.00
Total IDI:							76.00
INSIGHT PUBLIC SECTOR INC							
02/13/2025	97847	ADOBE ACROBATE PRO	1101242576	110.2105.3019	OFFICE SUPPLIES	440.35	440.35
02/13/2025	97847	ADOBE ACROBAT PRO 2	1101245011	610.8121.3019	OFFICE SUPPLIES	440.35	440.35
Total INSIGHT PUBLIC SECTOR INC:							880.70
INTERSTATE ALL BATTERY CENTER							
02/13/2025	97848	BATTERY	1926001013	600.8042.3590	MATERIAL	289.00	289.00
Total INTERSTATE ALL BATTERY CENTER:							289.00
IOWA DEPT OF PUBLIC SAFETY							
02/13/2025	97849	QUARTERLY INVOICE	1775	010.1101.2110	COMPUTER EXPENSE	504.00	504.00
Total IOWA DEPT OF PUBLIC SAFETY:							504.00
J & J MACHINING WELDING							
02/13/2025	97850	STEEL	85477	110.2107.3044	M/E SUPPLIES	18.74	18.74
02/13/2025	97850	DRILL MOUNTING PLATE	85534	600.8001.2190	REPAIRS AND MAINTENANCE	50.00	50.00
02/13/2025	97850	STEEL	85548	110.2107.3044	M/E SUPPLIES	42.12	42.12
Total J & J MACHINING WELDING:							110.86
JACK'S UNIFORMS & EQUIPMENT							
02/13/2025	97851	UNIFORM	117277A	010.1101.3990	MISCELLANEOUS EXP	107.79	107.79
Total JACK'S UNIFORMS & EQUIPMENT:							107.79
JOHANNIS, SOPHIE							
02/13/2025	97852	INSTRUCTOR PAY: SPEC	JANUARY 20	040.4215.2740	PROFESSIONAL SERV	127.50	127.50
Total JOHANNIS, SOPHIE:							127.50
KIENAST, BRENDA							
02/13/2025	97853	DAMAGE DEPOSIT REFUND	35683	040.4202.5510	REFUND	150.00	150.00
Total KIENAST, BRENDA:							150.00
KINGLAND CONSTRUCTION SERVICES							
02/13/2025	97854	REMODEL	PAY 16 0131	015.1103.4510	BUILDING IMPROVEM	71,316.22	71,316.22
Total KINGLAND CONSTRUCTION SERVICES:							71,316.22
LAIRD LAW FIRM							
02/13/2025	97855	PERMIT REFUND: JOHNS	BLA2024-06	010.5401.5510	REFUND	25.00	25.00
Total LAIRD LAW FIRM:							25.00
MAC NIDER MUSEUM							
02/13/2025	97856	JAN. CC FEES	JANUARY 20	040.4211.2448	CREDIT CARD SERVIC	98.11	98.11

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Total MAC NIDER MUSEUM:							98.11
MACQUEEN EQUIPMENT INC							
02/13/2025	97857	CONVEYOR PARTS	P25905	110.2107.3044	M/E SUPPLIES	3,516.06	3,516.06
02/13/2025	97857	SCRAPER, CAP, PIN-TOW	P25919	110.2107.3044	M/E SUPPLIES	1,208.31	1,208.31
02/13/2025	97857	.375-16 X 1.25	P25939	110.2107.3044	M/E SUPPLIES	25.62	25.62
02/13/2025	97857	2316 VALVE RPRS.	P42972	010.1503.2140	M/E REPAIRS	730.05	730.05
Total MACQUEEN EQUIPMENT INC:							5,480.04
MARCO INC							
02/13/2025	97858	COPIES	INV1347537	600.8001.3990	MISCELLANEOUS EXP	101.38	101.38
Total MARCO INC:							101.38
MCKINESS EXCAVATING							
02/13/2025	97859	SNOW SOUTHBRIDGE M	9087	110.2115.1230	SNOW REMOVAL	2,347.15	2,347.15
Total MCKINESS EXCAVATING:							2,347.15
MCMMASTER-CARR SUPPLY							
02/13/2025	97860	GASKET	40177806	610.8121.2190	REPAIRS AND MAINTENANCE	43.17	43.17
02/13/2025	97860	GLASS TUBING	40252624	610.8121.3110	MAINTENANCE MATER	68.91	68.91
Total MCMMASTER-CARR SUPPLY:							112.08
MECHANICAL AIR SYSTEMS							
02/13/2025	97861	ARENA HVAC REPAIR	SD2345	670.8923.2150	BUILDING REPAIRS AN	345.00	345.00
Total MECHANICAL AIR SYSTEMS:							345.00
MEDIACOM							
02/13/2025	97862	HDTV 8383960010027204	8383960010	650.8901.3035	OTHER SUPPLIES	15.72	15.72
Total MEDIACOM:							15.72
MENARDS							
02/13/2025	97863	2341 SUPPLY	25308	010.1503.3044	M/E SUPPLIES	13.99	13.99
02/13/2025	97863	BUILDING/SHOP R & M	25308	010.1502.2150	BUILDING REPAIRS AN	87.46	87.46
02/13/2025	97863	WATERPROFF 2" BULK,	25426	070.4504.3310	TOOLS AND SUPPLIES	23.47	23.47
02/13/2025	97863	VALVE/BLADES/COUPLIN	25633	600.8001.2190	REPAIRS AND MAINTENANCE	45.75	45.75
02/13/2025	97863	BATT TESTER	25667	010.1503.3044	M/E SUPPLIES	29.99	29.99
02/13/2025	97863	BUILDING-SHOP R & M	25667	010.1502.2150	BUILDING REPAIRS AN	89.49	89.49
02/13/2025	97863	RACHET STRAPS	25744 02052	600.8002.3310	TOOLS AND SUPPLIES	43.87	43.87
02/13/2025	97863	HINGES AND HARDWDA	25784	600.8002.3310	TOOLS AND SUPPLIES	83.86	83.86
02/13/2025	97863	WRENCH	25795	610.8123.3990	MISCELLANEOUS EXP	27.74	27.74
02/13/2025	97863	PIPE FITTINGS	25802	600.8001.2190	REPAIRS AND MAINTENANCE	12.04	12.04
02/13/2025	97863	TRASH CANS	25810	020.4304.3110	MAINTENANCE MATER	25.95	25.95
02/13/2025	97863	FLOOR MATS	25870	110.2107.3044	M/E SUPPLIES	39.98	39.98
02/13/2025	97863	SB MALL	26070	310.7537.3990	MISCELLANEOUS EXP	32.53	32.53
Total MENARDS:							556.12
MERCYONE NORTH IOWA MEDICAL CENTER							
02/13/2025	97864	MCDF LINEN 1.2025	M01033407	660.1507.3060	SUPPLIES & LAUNDRY	76.92	76.92
02/13/2025	97864	LINENS	M01033408	010.1103.3060	SUPPLIES & LAUNDRY	214.70	214.70

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Total MERCYONE NORTH IOWA MEDICAL CENTER:							291.62
MICROBAC LABORATORIES INC							
02/13/2025	97865	WATER SAMPLES	NT2500675	600.8001.3990	MISCELLANEOUS EXP	105.00	105.00
02/13/2025	97865	WATER SAMPLES	NT2500975	600.8001.3990	MISCELLANEOUS EXP	87.50	87.50
02/13/2025	97865	WATER SAMPLES	NT2500976	600.8001.3990	MISCELLANEOUS EXP	87.50	87.50
Total MICROBAC LABORATORIES INC:							280.00
MN-IOWA ELECTRIC MOTORS EQUIPMENT							
02/13/2025	97866	1/3 HP MOTOR	SI-14113	110.2107.3044	M/E SUPPLIES	660.74	660.74
02/13/2025	97866	MOTOR/HYPO GENERAT	SI-14157	600.8001.2190	REPAIRS AND MAINTEN	867.94	867.94
Total MN-IOWA ELECTRIC MOTORS EQUIPMENT:							1,528.68
MTI DISTRIBUTING INC							
02/13/2025	97867	HIGHLAND EQUIPMENT	1461738-00	650.8904.3110	MAINTENANCE MATER	354.23	354.23
Total MTI DISTRIBUTING INC:							354.23
MUNICIPAL SUPPLY COMPANY							
02/13/2025	97868	SOCKETS	0933399-IN	600.8042.3590	MATERIAL	163.60	163.60
02/13/2025	97868	BRASS PLUGS	0933399-IN	600.8011.3310	TOOLS AND SUPPLIES	65.00	65.00
Total MUNICIPAL SUPPLY COMPANY:							228.60
NAPA AUTO PARTS							
02/13/2025	97869	ADAPTERS	436047	110.2107.3260	SHOP SUPPLIES	5.32	5.32
02/13/2025	97869	FITTINGS	436219	110.2107.3260	SHOP SUPPLIES	91.43	91.43
02/13/2025	97869	SLIDER HAMMER	436344	110.2115.3310	TOOLS AND SUPPLIES	58.79	58.79
02/13/2025	97869	FILTERS	436620	110.2107.3044	M/E SUPPLIES	135.55	135.55
02/13/2025	97869	FILTERS	436758	110.2107.3044	M/E SUPPLIES	70.03	70.03
02/13/2025	97869	ANTIFREEZE	436806	020.4308.3044	M/E SUPPLIES	34.10	34.10
02/13/2025	97869	CAMPGROUND	436833	020.4410.3130	CAMPGROUND SUPPL	16.71	16.71
02/13/2025	97869	FILTERS	437007	110.2107.3044	M/E SUPPLIES	53.57	53.57
02/13/2025	97869	HYD FITTINGS	437054	820.9601.3260	SHOP SUPPLIES	326.63	326.63
02/13/2025	97869	FUNNEL	437084	600.8002.3310	TOOLS AND SUPPLIES	6.05	6.05
02/13/2025	97869	BRAKE CLEAN	437261	110.2107.3260	SHOP SUPPLIES	164.33	164.33
02/13/2025	97869	FILTERS	437262	110.2107.3260	SHOP SUPPLIES	258.76	258.76
02/13/2025	97869	OIL FILTER	437263	600.8001.2190	REPAIRS AND MAINTEN	5.22	5.22
02/13/2025	97869	FILTERS	437265	600.8012.3044	M/E SUPPLIES	212.82	212.82
02/13/2025	97869	CAPSULES	437266	820.9601.3260	SHOP SUPPLIES	84.04	84.04
02/13/2025	97869	OIL	437267	010.1102.2140	M/E REPAIRS	5.22	5.22
02/13/2025	97869	FILTER AND PRIMERS	437268	820.9601.3260	SHOP SUPPLIES	356.15	356.15
02/13/2025	97869	FILTERS	437270	600.8012.3044	M/E SUPPLIES	22.16	22.16
02/13/2025	97869	OIL	437271	010.1102.2140	M/E REPAIRS	5.22	5.22
02/13/2025	97869	HYD FITTINGS	437272	820.9601.3260	SHOP SUPPLIES	164.83	164.83
Total NAPA AUTO PARTS:							2,076.93
NASSCO INC							
02/13/2025	97870	ARENA JANITORIAL SUP	6519275	670.8923.3035	OTHER SUPPLIES	816.45	816.45
02/13/2025	97870	ARENA JANITORIAL SUP	6519580	670.8923.3035	OTHER SUPPLIES	135.48	135.48
02/13/2025	97870	PAPER TOWELS	6519757	600.8042.3590	MATERIAL	269.17	269.17
02/13/2025	97870	TRASH BAGS	6520079	010.6501.3060	SUPPLIES & LAUNDRY	87.35	87.35

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Total NASSCO INC:							1,308.45
NIACOG							
02/13/2025	97871	PTIG PROJECT	41900	080.5802.2740	PROFESSIONAL SERV	269.64	269.64
02/13/2025	97871	ADA BOOKLETS	41903	080.5801.2674	ADA BOOKLETS	50.00	50.00
Total NIACOG:							319.64
NORTH CENTRAL INTERNATIONAL							
02/13/2025	97872	TCM PROGRAMMING	R223003560:	010.2990.2140	M/E REPAIRS	435.70	435.70
02/13/2025	97872	ACCESS COVER	X223018388:	110.2404.3044	M/E SUPPLIES	93.32	93.32
02/13/2025	97872	BRAKE PARTS	X223018458:	110.2107.2140	M/E REPAIRS	288.98	288.98
02/13/2025	97872	PAC	X223018482:	110.2107.3044	M/E SUPPLIES	173.60	173.60
02/13/2025	97872	SENSOR	X223018504:	110.2107.2140	M/E REPAIRS	70.78	70.78
Total NORTH CENTRAL INTERNATIONAL:							1,062.38
NORTH IOWA EXCAVATING INC							
02/13/2025	97873	MAIN REPAIR-FILLMORE	13147	600.8002.3470	MAINS - REPAIR MATE	4,687.50	4,687.50
Total NORTH IOWA EXCAVATING INC:							4,687.50
NORTHWAY WELL AND PUMP CO							
02/13/2025	97874	WELL MOTOR REBUILD	17346	600.8001.3460	WELLS - MATERIAL	7,110.00	7,110.00
Total NORTHWAY WELL AND PUMP CO:							7,110.00
O'REILLY AUTO PARTS							
02/13/2025	97875	2301 FILTER	299857	010.1503.2140	M/E REPAIRS	34.97	34.97
02/13/2025	97875	APPRTS. WIPER FLD.	299859	010.1503.3044	M/E SUPPLIES	13.70	13.70
Total O'REILLY AUTO PARTS:							48.67
ORTON, SCOT							
02/13/2025	97876	EMT RECERT APP FEE	IOWDPH015	660.1507.2080	EDUCATION AND TRAI	10.00	10.00
Total ORTON, SCOT:							10.00
OTT, RICHARD J							
02/13/2025	97877	LUNCH: LAB RUN	1450	010.1101.2100	INVESTIGATION FUND	9.19	9.19
Total OTT, RICHARD J:							9.19
OVERHEAD DOOR CO OF MASON CITY							
02/13/2025	97878	GARAGE DOOR REPAIR	167766-000	110.2404.2150	BUILDING REPAIRS AN	2,615.00	2,615.00
Total OVERHEAD DOOR CO OF MASON CITY:							2,615.00
PHYSICIAN'S CLAIMS COMPANY							
02/13/2025	97879	AMB BILLING - JANUARY	38042	660.1507.2740	PROFESSIONAL SERV	10,849.50	10,849.50
Total PHYSICIAN'S CLAIMS COMPANY:							10,849.50
PPG ARCHITECTURAL FINISHES							
02/13/2025	97880	PAINT	9832200033	110.2109.2190	REPAIRS AND MAINTEN	46.95	46.95

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Total PPG ARCHITECTURAL FINISHES:							46.95
PRINTING SERVICES INC.							
02/13/2025	97881	WINDOW ENVELOPES	4833	010.6206.3019	OFFICE SUPPLIES	1,045.30	1,045.30
Total PRINTING SERVICES INC.:							1,045.30
PSYCHOLOGY ASSOCIATES							
02/13/2025	97882	PRE-EMP EVALUATION	11042045	010.1501.2010	MEDICAL SERVICE	500.00	500.00
Total PSYCHOLOGY ASSOCIATES:							500.00
PULLEN ESTATE, TERRY							
02/13/2025	97883	REFUND LEAK REIMB: 27	184-5360-02	600.8011.5510	REFUND	586.38	586.38
02/13/2025	97883	REFUND LEAK REIMB: 27	184-5360-02	610.8121.5510	REFUND	700.36	700.36
02/13/2025	97883	REFUND LEAK REIMB: 27	184-5360-02	620.8125.5510	REFUND	2.92	2.92
02/13/2025	97883	REFUND LEAK REIMB: 27	184-5360-02	600.8013.2541	WATER SERVICE EXCI	35.18	35.18
Total PULLEN ESTATE, TERRY:							1,324.84
QUILL CORPORATION							
02/13/2025	97884	CARD READER USB	42617583	600.8011.3019	OFFICE SUPPLIES	36.99	36.99
02/13/2025	97884	OFFICE SUPPLIES, LENS	42625839	600.8042.3590	MATERIAL	43.82	43.82
02/13/2025	97884	LABEL TAPE	42625839	600.8041.3060	SUPPLIES & LAUNDRY	27.99	27.99
02/13/2025	97884	OFFICE SUPPLIES	42648694	600.8042.3590	MATERIAL	72.67	72.67
02/13/2025	97884	3 RING BINDERS	42649990	600.8042.3590	MATERIAL	46.77	46.77
02/13/2025	97884	TONER	42669745	020.4301.3019	OFFICE SUPPLIES	116.99	116.99
02/13/2025	97884	CLIPS	42669745	600.8042.3590	MATERIAL	.05	.05
02/13/2025	97884	EAR PLUGS	42681554	600.8042.3590	MATERIAL	87.98	87.98
02/13/2025	97884	CLIPS, DUSTER	42690150	600.8042.3590	MATERIAL	26.16	26.16
Total QUILL CORPORATION:							459.42
RELENTLESS LLC							
02/13/2025	97885	TRAINING	16271	010.1101.2080	EDUCATION AND TRAI	1,398.00	1,398.00
Total RELENTLESS LLC:							1,398.00
RITE WAY LAWN SERVICE							
02/13/2025	97886	CITY PROPERTY SNOW	3239	020.4304.2740	PROFESSIONAL SERV	806.00	806.00
Total RITE WAY LAWN SERVICE:							806.00
RIVER CITY AUTO SUPPLY							
02/13/2025	97887	BULBS	259357	110.2107.3260	SHOP SUPPLIES	1.75	1.75
02/13/2025	97887	BULBS	921953	110.2107.3260	SHOP SUPPLIES	1.75	1.75
02/13/2025	97887	BULBS	922247	110.2107.3260	SHOP SUPPLIES	8.82	8.82
02/13/2025	97887	BULBS	922548	820.9601.3260	SHOP SUPPLIES	8.82	8.82
Total RIVER CITY AUTO SUPPLY:							21.14
RIVER CITY COMMUNICATIONS							
02/13/2025	97888	SERVICE CALL	105730	110.2105.2040	PHONE EXPENSE	50.00	50.00
Total RIVER CITY COMMUNICATIONS:							50.00

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ROMAN A LAZO, MARIO							
02/13/2025	97889	OVERPAYMENT: 2249 21	160-1150-15	600.8011.5510	REFUND	16.14	16.14
Total ROMAN A LAZO, MARIO:							16.14
ROTO-ROOTER							
02/13/2025	97890	SB MALL	49990	310.7537.3990	MISCELLANEOUS EXP	107.00	107.00
02/13/2025	97890	SALES TAX EXEMPT	49990	650.8906.2150	BUILDING REPAIRS AN	7.00-	7.00-
02/13/2025	97890	UNCLOGGED TOILET	49998	080.5802.2740	PROFESSIONAL SERV	100.00	100.00
Total ROTO-ROOTER:							200.00
RSM US LLP							
02/13/2025	97891	MCI-IT OBSERVABILITY S	CI-10786156	015.6900.4060	OFFICE EQUIPMENT	418.00	418.00
02/13/2025	97891	MCI-MITS MONTHLY FEE F	CI-10851405	015.6900.4060	OFFICE EQUIPMENT	3,166.00	3,166.00
02/13/2025	97891	MCI-IT OBSERVABILITY S	CI-10855234	015.6900.4060	OFFICE EQUIPMENT	430.00	430.00
Total RSM US LLP:							4,014.00
SAFEBUILT LLC							
02/13/2025	97892	SAFEBUILT - PLAN REVIE	1287703	010.1701.2740	PROFESSIONAL SERV	420.00	420.00
Total SAFEBUILT LLC:							420.00
SAINCI, KATHERINE							
02/13/2025	97893	IOWA PARA RECERT APP	IOWDPH015	660.1507.2080	EDUCATION AND TRAI	25.00	25.00
Total SAINCI, KATHERINE:							25.00
SALVATION ARMY							
02/13/2025	97894	GYM RENTAL	JANUARY 20	020.4408.2470	CUSTODIAN EXPENSE	1,075.00	1,075.00
Total SALVATION ARMY:							1,075.00
SCHILLING SUPPLY COMPANY							
02/13/2025	97895	CLOROX	991467-00	600.8042.3590	MATERIAL	104.36	104.36
02/13/2025	97895	CLOROX	991468-00	600.8042.3590	MATERIAL	100.30	100.30
02/13/2025	97895	CLOROX	991469-00	600.8042.3590	MATERIAL	100.30	100.30
02/13/2025	97895	CLOROX	991470-00	600.8042.3590	MATERIAL	100.30	100.30
02/13/2025	97895	CLOROX	991471-00	600.8042.3590	MATERIAL	100.30	100.30
02/13/2025	97895	CLOROX	991473-00	600.8042.3590	MATERIAL	100.30	100.30
02/13/2025	97895	CLOROX	991474-00	600.8042.3590	MATERIAL	100.30	100.30
02/13/2025	97895	CLOROX	991475-00	600.8042.3590	MATERIAL	100.30	100.30
02/13/2025	97895	CLOROX	991476-00	600.8042.3590	MATERIAL	100.30	100.30
02/13/2025	97895	CLOROX	991477-00	600.8042.3590	MATERIAL	100.30	100.30
Total SCHILLING SUPPLY COMPANY:							1,007.06
SCHULTZ, ALEXIS M							
02/13/2025	97896	OVERPAYMENT: 1544 N H	351-1180-04	600.8011.5510	REFUND	13.67	13.67
Total SCHULTZ, ALEXIS M:							13.67
SCHUMACHER ELEVATOR CO							
02/13/2025	97897	ELEVATOR MAINTENANC	90638945	010.6501.2201	ELAVATOR MAINTENA	967.40	967.40

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Total SCHUMACHER ELEVATOR CO:							967.40
SCOTT'S BODY SHOP & TOWING							
02/13/2025	97898	TOWING #76	15615 TOW	110.2107.2140	M/E REPAIRS	300.00	300.00
Total SCOTT'S BODY SHOP & TOWING:							300.00
SCS ENGINEERS, AR DEPT							
02/13/2025	97899	AUTOMATED COLLECTIO	525806	640.8305.2740	PROFESSIONAL SERV	2,398.50	2,398.50
Total SCS ENGINEERS, AR DEPT:							2,398.50
SHORT ELLIOTT HENDRICKSON INC							
02/13/2025	97900	PROFESSIONAL SERVIC	482069	320.2101.4582	STREET DOT PROJEC	539.80	539.80
Total SHORT ELLIOTT HENDRICKSON INC:							539.80
SKYBLUE SOLUTIONS							
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.1501.3035	OTHER SUPPLIES	47.70	47.70
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	600.8011.2110	COMPUTER EXPENSE	9.54	9.54
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.6201.2740	PROFESSIONAL SERV	17.02	17.02
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.6201.2740	PROFESSIONAL SERV	4.77	4.77
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.6204.3019	OFFICE SUPPLIES	2.38	2.38
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.6401.2740	PROFESSIONAL SERV	4.77	4.77
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.6101.2040	PHONE EXPENSE	2.38	2.38
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.6105.2740	PROFESSIONAL SERV	7.15	7.15
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.2601.2740	PROFESSIONAL SERV	23.85	23.85
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.6900.3990	MISCELLANEOUS EXP	9.54	9.54
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.5401.2740	PROFESSIONAL SERV	11.92	11.92
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.1701.2740	PROFESSIONAL SERV	2.38	2.38
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.1904.3019	OFFICE SUPPLIES	2.38	2.38
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.1907.2740	PROFESSIONAL SERV	2.38	2.38
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.1101.2110	COMPUTER EXPENSE	97.78	97.78
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.3401.2040	PHONE EXPENSE	2.38	2.38
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.6101.2040	PHONE EXPENSE	4.77	4.77
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	020.4401.2040	PHONE EXPENSE	14.31	14.31
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.1911.2040	PHONE EXPENSE	4.77	4.77
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.1901.3035	OTHER SUPPLIES	4.77	4.77
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	650.8901.2040	PHONE EXPENSE	7.15	7.15
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	600.8001.2040	PHONE EXPENSE	16.69	16.69
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	110.2105.2040	PHONE EXPENSE	19.08	19.08
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	610.8121.2040	PHONE EXPENSE	11.92	11.92
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.1901.2040	PHONE EXPENSE	2.38	2.38
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	010.3900.2040	PHONE EXPENSE	4.77	4.77
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	070.4501.2040	PHONE EXPENSE	4.77	4.77
02/13/2025	97901	INTERNET 02/01-02/28/20	10816952	040.4211.3990	MISCELLANEOUS EXP	23.85	23.85
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.1701.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.1911.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.1701.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.1701.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.3802.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	080.5801.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6101.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6101.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6105.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6105.2040	PHONE EXPENSE	12.65	12.65

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6201.2040	PHONE EXPENSE	12.63	12.63
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6201.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6201.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6201.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6201.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6204.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6204.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6204.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6206.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6206.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.5401.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.2601.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.2601.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.2601.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.2601.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.2601.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6401.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6401.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.1911.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.1901.3035	OTHER SUPPLIES	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.5401.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.1911.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.5401.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	600.8011.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	600.8011.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	600.8011.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6110.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	T1 MONTHLY FEBRUARY	10816952	010.6110.2040	PHONE EXPENSE	12.65	12.65
02/13/2025	97901	PHONE-LIBRARY	10816952	030.4101.2040	PHONE EXPENSE	81.22	81.22
02/13/2025	97901	PHONE-MUSEUM	10816952	040.4202.2040	PHONE EXPENSE	43.61	43.61
02/13/2025	97901	PHONE-AC	10816952	010.1901.2040	PHONE EXPENSE	83.72	83.72
02/13/2025	97901	PHONE-YTF	10816952	010.3900.2040	PHONE EXPENSE	50.61	50.61
02/13/2025	97901	PHONE-RECREATION	10816952	020.4401.2040	PHONE EXPENSE	144.32	144.32
02/13/2025	97901	PHONE-WATER SUPPLY	10816952	600.8001.2040	PHONE EXPENSE	81.22	81.22
02/13/2025	97901	PHONE-FIRE	10816952	010.1502.2040	PHONE EXPENSE	391.11	391.11
02/13/2025	97901	PHONE-STREET	10816952	110.2105.2040	PHONE EXPENSE	40.61	40.61
02/13/2025	97901	PHONE-POOL	10816952	020.4490.2040	PHONE EXPENSE	81.22	81.22
02/13/2025	97901	PHONE-CAMPGROUNDS	10816952	020.4410.2040	PHONE EXPENSE	40.61	40.61
02/13/2025	97901	PHONE-HANFORD BALL	10816952	020.4401.2040	PHONE EXPENSE	43.11	43.11
02/13/2025	97901	PHONE-AIRPORT	10816952	050.2801.2040	PHONE EXPENSE	201.85	201.85
02/13/2025	97901	INTERNET-AIRPORT	10816952	050.2801.2040	PHONE EXPENSE	63.63	63.63
02/13/2025	97901	PHONE-CEMETERY	10816952	070.4501.2040	PHONE EXPENSE	45.61	45.61
02/13/2025	97901	SB MALL PHONE	10816952	310.7537.2040	PHONE EXPENSE	18.58	18.58
02/13/2025	97901	INSTATE CONNECTION F	10816952	010.6900.2040	PHONE EXPENSE	1.99	1.99
02/13/2025	97901	PHONE-MULTI-PURPOSE	10816952	670.8921.2040	PHONE EXPENSE	554.11	554.11
Total SKYBLUE SOLUTIONS:							2,815.36
SPECTRUM GROUP, THE							
02/13/2025	97902	NOTICE TO ABATE NUISA	19509	010.1911.3560	PRINTED SUPPLIES	400.00	400.00
02/13/2025	97902	ENVELOPES	19509	010.1911.3019	OFFICE SUPPLIES	568.50	568.50
Total SPECTRUM GROUP, THE:							968.50
TOTAL FILTRATION SERVICES INC							
02/13/2025	97903	FILTERS	2763270-00	600.8001.3175	FILTERS	13,356.63	13,356.63

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
TOTAL FILTRATION SERVICES INC:							13,356.63
TRACTOR SUPPLY COMPANY							
02/13/2025	97904	PLOW PARTS	200804963	020.4308.2140	M/E REPAIRS	36.89	36.89
02/13/2025	97904	LIVE TRAPS	200807607	010.1502.2150	BUILDING REPAIRS AN	19.98	19.98
02/13/2025	97904	SUPPLIES	200807637	070.4504.3310	TOOLS AND SUPPLIES	2.39	2.39
Total TRACTOR SUPPLY COMPANY:							59.26
TRIM & COMPANY LLC							
02/13/2025	97905	SCREEN SET UP	728	010.1101.3990	MISCELLANEOUS EXP	80.00	80.00
Total TRIM & COMPANY LLC:							80.00
TRUCK CENTER COMPANIES							
02/13/2025	97906	REPAIR KIT	XA30021221	110.2107.3044	M/E SUPPLIES	189.12	189.12
02/13/2025	97906	WHEEL KIT AND FILTERS	XA30021229	110.2107.3044	M/E SUPPLIES	937.20	937.20
02/13/2025	97906	WHEEL KIT	XA30021230	110.2107.3044	M/E SUPPLIES	358.16-	358.16-
02/13/2025	97906	FILTER	XA30021230	110.2107.3044	M/E SUPPLIES	49.80	49.80
02/13/2025	97906	AIR UNION	XA30021235	110.2107.3044	M/E SUPPLIES	117.32	117.32
02/13/2025	97906	WIPER BLADES	XA30021239	110.2107.3044	M/E SUPPLIES	13.44	13.44
02/13/2025	97906	WIPER BLADES	XA30021254	110.2107.3044	M/E SUPPLIES	37.00	37.00
Total TRUCK CENTER COMPANIES:							985.72
UMB BANK NA							
02/13/2025	97907	GO 2018 ADMIN FEES	995276	210.7112.2740	PROFESSIONAL SERV	300.00	300.00
Total UMB BANK NA:							300.00
USA BLUEBOOK							
02/13/2025	97908	LAB SUPPLIES	INV0060814	610.8121.3070	LABORATORY SUPPLI	290.81	290.81
Total USA BLUEBOOK:							290.81
VANWALL EQUIPMENT							
02/13/2025	97909	STARTER	6465440	110.2107.3044	M/E SUPPLIES	625.48	625.48
02/13/2025	97909	CORE	6465992	110.2107.3044	M/E SUPPLIES	50.00-	50.00-
02/13/2025	97909	HIGHLAND MOTOR SUPP	6470024	650.8908.3044	M/E SUPPLIES	13.58	13.58
Total VANWALL EQUIPMENT:							589.06
VERIZON WIRELESS							
02/13/2025	97910	420.0241	6104377438	020.4401.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.0944	6104377438	110.2105.2040	PHONE EXPENSE	24.37	24.37
02/13/2025	97910	420.1797	6104377438	020.4401.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.2072	6104377438	010.1911.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.2101	6104377438	010.1904.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.2210	6104377438	010.1907.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.2220	6104377438	010.2601.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.2225	6104377438	010.2404.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.2234	6104377438	010.2601.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.2365	6104377438	010.1901.3035	OTHER SUPPLIES	41.47	41.47
02/13/2025	97910	420.3753	6104377438	010.1101.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.3878	6104377438	010.2601.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.4726	6104377438	010.2601.2040	PHONE EXPENSE	24.37	24.37

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02/13/2025	97910	420.4815	6104377438	010.6105.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.4973	6104377438	110.2105.2040	PHONE EXPENSE	24.37	24.37
02/13/2025	97910	420.5086	6104377438	610.8121.2040	PHONE EXPENSE	19.05	19.05
02/13/2025	97910	420.5133	6104377438	600.8001.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.5592	6104377438	020.4401.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.5785	6104377438	010.6202.2040	PHONE EXPENSE	24.37	24.37
02/13/2025	97910	420.6042	6104377438	660.1508.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	420.6089	6104377438	640.8305.2040	PHONE EXPENSE	19.32	19.32
02/13/2025	97910	420.6329	6104377438	600.8001.2040	PHONE EXPENSE	24.37	24.37
02/13/2025	97910	420.7778	6104377438	820.9601.2040	PHONE EXPENSE	24.37	24.37
02/13/2025	97910	420.9034	6104377438	600.8002.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	420.9741	6104377438	010.1101.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	425.6688	6104377438	310.7537.2040	PHONE EXPENSE	24.37	24.37
02/13/2025	97910	430.3068	6104377438	010.1101.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	430.5956	6104377438	310.7537.2040	PHONE EXPENSE	24.37	24.37
02/13/2025	97910	430.7953	6104377438	010.1101.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	525.5010	6104377438	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	525.5011	6104377438	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	525.5012	6104377438	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	529.6106	6104377438	010.1101.5910	SPECIAL GRANT	41.47	41.47
02/13/2025	97910	529.7038	6104377438	600.8012.2040	PHONE EXPENSE	13.33	13.33
02/13/2025	97910	529.7038	6104377438	610.8121.2040	PHONE EXPENSE	13.34	13.34
02/13/2025	97910	529.7038	6104377438	110.2105.2040	PHONE EXPENSE	13.34	13.34
02/13/2025	97910	529.7624	6104377438	600.8012.2040	PHONE EXPENSE	13.34	13.34
02/13/2025	97910	529.7624	6104377438	610.8121.2040	PHONE EXPENSE	13.34	13.34
02/13/2025	97910	529.7624	6104377438	110.2105.2040	PHONE EXPENSE	13.33	13.33
02/13/2025	97910	530.1314	6104377438	010.1101.5910	SPECIAL GRANT	40.01	40.01
02/13/2025	97910	530.1337	6104377438	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	530.171	6104377438	600.8001.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	530.1901	6104377438	600.8002.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	530.2323	6104377438	020.4301.2040	PHONE EXPENSE	27.50	27.50
02/13/2025	97910	530.2712	6104377438	010.1911.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	530.3052	6104377438	542.1111.2040	PHONE	41.47	41.47
02/13/2025	97910	530.3238	6104377438	600.8001.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	530.3505	6104377438	010.1101.5910	SPECIAL GRANT	40.01	40.01
02/13/2025	97910	530.3540	6104377438	010.1101.5910	SPECIAL GRANT	40.01	40.01
02/13/2025	97910	530.4427	6104377438	010.1101.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	530.4574	6104377438	010.1101.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	530.4702	6104377438	010.1101.5910	SPECIAL GRANT	40.01	40.01
02/13/2025	97910	530.5448	6104377438	010.3401.2040	PHONE EXPENSE	41.47	41.47
02/13/2025	97910	530.9656	6104377438	010.1101.5910	SPECIAL GRANT	40.01	40.01
02/13/2025	97910	530.9977	6104377438	010.1101.5910	SPECIAL GRANT	40.01	40.01
02/13/2025	97910	548.6013	6104377438	010.2601.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	548.6017	6104377438	600.8001.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	548.6069	6104377438	600.8001.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	903.5058	6104377438	600.8002.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	903.5067	6104377438	600.8002.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	903.5721	6104377438	600.8002.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97910	903.5745	6104377438	110.2105.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	440.0732	6104377439	610.8121.2040	PHONE EXPENSE	40.02	40.02
02/13/2025	97911	529.0067	6104377439	630.8203.2110	COMPUTER EXPENSE	40.01	40.01
02/13/2025	97911	529.107	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.2961	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.3649	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.3739	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.6347	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.647	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
02/13/2025	97911	529.6541	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.689	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.7404	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.7744	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.7929	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.794	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.8479	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.8747	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.8848	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.8986	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.9384	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.9578	6104377439	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	529.9916	6104377439	542.1111.2040	PHONE	40.01	40.01
02/13/2025	97911	529.9917	6104377439	542.1111.2040	PHONE	40.01	40.01
02/13/2025	97911	529.9919	6104377439	542.1111.2040	PHONE	40.01	40.01
02/13/2025	97911	529.9971	6104377439	542.1111.2040	PHONE	40.01	40.01
02/13/2025	97911	530.2606	6104377439	610.8121.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	530.4049	6104377439	110.2105.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	903.5029	6104377439	610.8121.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97911	903.5032	6104377439	610.8121.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97912	641.420.0455	6104377441	020.4301.2040	PHONE EXPENSE	40.03	40.03
02/13/2025	97912	641.529.6060	6104377441	070.4501.2020	ADVERTISING (GENER	40.01	40.01
02/13/2025	97912	641.530.8898	6104377441	010.1907.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97912	641.530.8899	6104377441	600.8011.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97912	641.530.8900	6104377441	600.8011.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97912	641.530.8901	6104377441	010.1911.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97912	641.530.8902	6104377441	010.1904.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	231.4008	6104377442	010.1502.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	420.1623	6104377442	010.1502.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	420.5067	6104377442	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	420.6849	6104377442	010.1502.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	529.6449	6104377442	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	529.9621	6104377442	660.1508.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	530.1053	6104377442	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	530.1178	6104377442	010.1101.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	530.3062	6104377442	660.1508.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	530.8332	6104377442	660.1508.2040	PHONE EXPENSE	46.47	46.47
02/13/2025	97913	530.8446	6104377442	660.1508.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	530.8817	6104377442	660.1508.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	530.8841	6104377442	660.1508.2040	PHONE EXPENSE	40.01	40.01
02/13/2025	97913	530.9459	6104377442	660.1508.2040	PHONE EXPENSE	40.01	40.01

Total VERIZON WIRELESS:

4,143.32

VESTIS

02/13/2025	97914	UNIFORMS	6340378761	600.8012.2410	UNIFORM RENTAL	290.54	290.54
02/13/2025	97914	WILCOX PAYROLL	6340378761	110.2105.3060	SUPPLIES & LAUNDRY	20.26-	20.26-
02/13/2025	97914	RUEHLOW PAYROLL	6340378761	110.2105.3060	SUPPLIES & LAUNDRY	12.66-	12.66-
02/13/2025	97914	AVERY PAYROLL	6340378761	110.2105.3060	SUPPLIES & LAUNDRY	12.66-	12.66-
02/13/2025	97914	BROUWER PAYROLL	6340378761	110.2105.3060	SUPPLIES & LAUNDRY	12.66-	12.66-
02/13/2025	97914	UNIFORMS	6340378762	820.9601.3035	OTHER SUPPLIES	136.16	136.16
02/13/2025	97914	UNIFORMS	6340378763	600.8012.2410	UNIFORM RENTAL	102.98	102.98
02/13/2025	97914	UNIFORMS & MATS	634037928	600.8001.3060	SUPPLIES & LAUNDRY	236.60	236.60
02/13/2025	97914	RUGS	6340379910	010.2601.2740	PROFESSIONAL SERV	49.10	49.10
02/13/2025	97914	UNIFORMS & MATS	6340381579	110.2105.3060	SUPPLIES & LAUNDRY	124.03	124.03
02/13/2025	97914	UNIFORMS	6340381580	820.9601.3260	SHOP SUPPLIES	133.16	133.16
02/13/2025	97914	UNIFORMS	6340381581	600.8012.2410	UNIFORM RENTAL	102.98	102.98

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
02/13/2025	97914	UNIFORMS & MATS	6340382057	600.8001.3060	SUPPLIES & LAUNDRY	177.45	177.45
02/13/2025	97914	UNIFORMS & MATS	6340382068	610.8121.3060	SUPPLIES & LAUNDRY	200.14	200.14
Total VESTIS:							1,494.90
VISA							
02/13/2025	97915	SCREEN PROTECTOR	022625 3694	010.1911.3990	MISCELLANEOUS EXP	7.98	7.98
02/13/2025	97915	SAFETY SUB	022625 3694	010.6915.2740	PROFESSIONAL SERV	9.99	9.99
02/13/2025	97915	OFFICE SUPPLIES	022625 3694	010.5401.3019	OFFICE SUPPLIES	57.81	57.81
02/13/2025	97915	OFFICE SUPPLIES	022625 3694	010.1907.3019	OFFICE SUPPLIES	21.58	21.58
02/13/2025	97915	OFFICE SUPPLIES	022625 3694	080.5801.3019	OFFICE SUPPLIES	24.47	24.47
02/13/2025	97915	OFFICE SUPPLIES	022625 3694	010.1911.3019	OFFICE SUPPLIES	19.14	19.14
02/13/2025	97915	HAND SANITIZER	022625 3694	080.5802.3060	SUPPLIES & LAUNDRY	14.96	14.96
02/13/2025	97915	OTHER MISC	022625 3694	010.5401.3019	OFFICE SUPPLIES	60.18	60.18
02/13/2025	97916	ZOOM	022625 3710	010.5680.3990	MISCELLANEOUS EXP	144.97	144.97
02/13/2025	97916	SUPPLIES	022625 3710	010.6204.3019	OFFICE SUPPLIES	36.76	36.76
02/13/2025	97916	SUPPLIES	022625 3710	010.6101.3019	OFFICE SUPPLIES	7.29	7.29
02/13/2025	97917	CONF REG: RAHM	022625 3728	010.2601.2060	TRAVEL AND CONFER	235.00	235.00
02/13/2025	97917	WRSHOP REG: RAHM, O	022625 3728	010.2601.2060	TRAVEL AND CONFER	486.45	486.45
02/13/2025	97918	SOCIETY FOR HR MBRS	022625 3744	010.6401.2030	DUES & PUBLICATION	264.00	264.00
02/13/2025	97918	FACEBOOK	022625 3744	010.6401.2022	ADVERTISING - CIVIL	218.81	218.81
02/13/2025	97918	INTERVIEW MEAL	022625 3744	660.1507.3990	MISCELLANEOUS EXP	45.55	45.55
02/13/2025	97918	WELLNESS SUPPLIES	022625 3744	010.6401.1260	WELLNESS PROGRAM	72.24	72.24
02/13/2025	97918	INTERVIEW MEAL	022625 3744	010.6401.2670	NEGOTIATIONS	66.29	66.29
02/13/2025	97919	IMMI REG: HINSON	022625 5731	010.6201.2060	TRAVEL AND CONFER	350.00	350.00
02/13/2025	97919	EZ SEAL	022625 5731	600.8011.3019	OFFICE SUPPLIES	135.90	135.90
02/13/2025	97919	OFFICE SUPPLIES	022625 5731	610.8121.3019	OFFICE SUPPLIES	147.54	147.54
02/13/2025	97920	FURNACE FILTERS	022625 7844	050.2814.3110	MAINTENANCE MATER	99.52	99.52
02/13/2025	97920	FURNACE FILTERS	022625 7844	050.2814.3110	MAINTENANCE MATER	624.38	624.38
02/13/2025	97920	TRASH CAN	022625 7844	050.2814.3110	MAINTENANCE MATER	179.75	179.75
02/13/2025	97920	TRASH CAN	022625 7844	050.2814.3110	MAINTENANCE MATER	179.75	179.75
02/13/2025	97921	BASKETBALLS	022625 8263	020.4408.3035	OTHER SUPPLIES	233.88	233.88
Total VISA:							3,728.23
VISUAL EDGE IT							
02/13/2025	97922	MONTHLY COPIER FEE	24AR240265	110.2109.2190	REPAIRS AND MAINTEN	55.15	55.15
Total VISUAL EDGE IT:							55.15
WALMART COMMUNITY/CAPITAL ONE							
02/13/2025	97923	OFFICE SUPPLIES	1750145224	010.6401.3019	OFFICE SUPPLIES	4.28	4.28
02/13/2025	97923	WELLNESS SUPPLIES	2350145254	010.6401.1260	WELLNESS PROGRAM	105.72	105.72
02/13/2025	97923	ENVELOPES, GLUE DOT	8750126554	040.4215.3019	OFFICE SUPPLIES	61.00	61.00
Total WALMART COMMUNITY/CAPITAL ONE:							171.00
WASTE MANAGEMENT							
02/13/2025	97924	DUMPSTER	6743999-051	020.4306.2740	PROFESSIONAL SERV	93.62	93.62
02/13/2025	97924	DUMPSTER RENTAL	6744067-051	600.8001.3175	FILTERS	340.54	340.54
Total WASTE MANAGEMENT:							434.16
ZAHNLE, BRANDON							
02/13/2025	97925	FUEL - ACADEMY	JANUARY 20	010.1102.3750	FUEL	32.29	32.29

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total ZAHNLE, BRANDON:							32.29
ZIEGLER							
02/13/2025	97926	CAP	IN001788614	110.2107.3044	M/E SUPPLIES	27.84	27.84
02/13/2025	97926	PIN, RING, BEARING, WA	IN001789415	110.2107.3044	M/E SUPPLIES	449.54	449.54
Total ZIEGLER:							477.38
ZOO MAN'S ATTRACTIONS							
02/13/2025	97927	RECREATION SPECIAL E	04262025	020.4408.3035	OTHER SUPPLIES	525.00	525.00
Total ZOO MAN'S ATTRACTIONS:							525.00
Grand Totals:							496,695.12

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

Dated: _____

Approved by: _____

City of Mason City
City Clerk

Memorandum

From: Aaron Burnett, City Administrator
Date: February 18, 2025
RE: Permits

Recommendation:

The following permits/renewals are submitted for approval.

Mason Mart
610 S. Monroe Avenue

Class E Retail

Brix Wine & Whiskey
28 East State Street

Class C Retail, Outdoor Service

Council Action Requested:

Approve the recommendation.

/s/Aaron Burnett

Reviewed and Recommend Approval

City of Mason City
Development Services Department

Memorandum

To: Aaron Burnett, City Administrator
From: Steven J. Van Steenhuyse, Director of Development Services
Date: February 11, 2025
RE: Appoint Angie Dickinson as Administrative Assistant – Housing/Safety

Recommendation:

Staff respectfully requests appointing Angie Dickinson to the position of Administrative Assistant – Housing/Safety (Grade G, Step 2, \$22.74/hr.) in the Development Services Department.

Review:

The former Administrative Assistant – Housing/Safety has taken a similar position in the Operations and Maintenance Department. The City conducted a recruitment that resulted in interviews with six qualified candidates. Upon the recommendation from the interview panel and with the concurrence of the Housing Inspector and the Transit Operations and Safety Manager, I made the decision to offer the position to Angie Dickinson.

Budget Impact:

There is no impact to the operating budget resulting from this action.

Council Action Requested:

Staff respectfully requests appointing Angie Dickinson to the position of Administrative Assistant – Housing/Safety (Grade G, Step 2, \$22.74/hr.) in the Development Services Department.

/s/Steven J. Van Steenhuyse

Steven J. Van Steenhuyse, AICP
Director of Development Services



Reviewed and Recommend Approval

City of Mason City
Finance Department

Memorandum

To: Aaron Burnett, City Administrator
From: Brent Hinson, Finance Director
Date: February 13, 2025
RE: Hire of Jennifer Mericle for Intermediate Accounting Clerk
Position

Recommendation:

Approve the hire of Jennifer Mericle to the position of Intermediate Accounting Clerk in the Finance Department at the February 18, 2025 City Council meeting.

Review:

Following the promotion of Kiera Quinn Jordan to the position of Accounting & Reporting Analyst, we proceeded to backfill her previous position of Intermediate Accounting Clerk. This position coordinates accounts payable, handles assessments of charges to taxes, and assists with Ambulance billing, among other duties. An internal posting was made, and we had one candidate pass the Civil Service examination, Jennifer Mericle. A panel including HR Analyst Tiffany Hammond, Deputy Fire Chief-EMS Mitch Smith, Accounting & Reporting Analyst Kiera Quinn Jordan, Assistant Finance Director Krystal Garl, and me interviewed Jen. She is currently the Data Processing Clerk in the department. She meets all the necessary qualifications for the position, and we feel she will be an excellent fit.

Budget Impact:

The position is currently budgeted. It is recommended that the selected candidate be hired at Pay Grade G, Step 8 (\$26.53/hr).

Council Action Requested:

Approve hire of Jennifer Mericle for the position of Intermediate Accounting Clerk at Pay Grade G, Step 8 at \$26.53/hour.

Attachments:

None



Brent Hinson, Finance Director



Reviewed and Recommend Approval

City of Mason City
City Clerk Department

Memorandum

From: Aaron Burnett, City Clerk
Date: February 18, 2025
RE: Certify Charges to the County Treasurer for Collection

Recommendation:

From time to time, we need to clear the books of outstanding service charges and certify the same to the County Treasurer in order to collect the unpaid charges. These charges go against the property and are collected with ordinary property taxes. I recommend adoption of the attached resolution and respectfully request City Council approval.

Budget Impact:

None.

Council Action Requested:

Adopt Resolution.

Attachments:

None.

/s/Aaron Burnett

Reviewed and Recommend Approval

RESOLUTION NO. 25 –

A RESOLUTION LEVYING ASSESSMENTS FOR CHARGES ON CERTAIN PROPERTIES AND THE CERTIFICATION OF SAME TO THE COUNTY TREASURER FOR COLLECTION WITH PROPERTY TAXES WITHIN THE CITY OF MASON CITY, IOWA

WHEREAS, the City of Mason City, Iowa, has caused charges on certain properties in the City of Mason City, and

WHEREAS, invoices were subsequently sent to the respective property owners for charges relating to said fees, and

WHEREAS, said charges have not been paid by the respective owners:

Billed For	Number/Date Of Invoice	Owner & Address	Parcel Number	Charges
Water-Utility Bill	160-0600-10 10/4/2024	Thomas Litterer 1771 Shadow Ave Charles City, IA 50616 Property Address: 2309 20th St SW	071732700600	\$ 35.87
Water-Utility Bill	268-2260-03 10/1/2024	Angelique Thompson 538 12th St SE Mason City, IA 50401	071513000900	\$ 105.35
Water-Utility Bill	236-3320-11 10/24/2024	Florin Trust 1350 Henderson Ave Des Moines, IA 50316 Property Address: 205 22nd St SE	071530900100	\$ 179.55
Water-Service Fee	21290 12/31/2024	Ashley Davis 709 S Jackson Ave Mason City, IA 50401 Property Address: 1368 12th St NE	070217601400	\$ 53.00
Water-Service Fee	21294 12/31/2024	Derick Lavine 441 Magowan Ave Iowa City, IA 52246 Property Address: 1004 N Van Buren	070432701900	\$ 53.00
Water-Service Fee	21293 12/31/2024	Kirk Schriver 1053 E State St Mason City, IA 50401	071115400900	\$ 53.00
General-Property Cleanup	21260 11/22/2024	Cynthia Pike 326 Willowbrook Dr Mason City, IA 50401	071033102100	\$ 173.88

Property Address: 538 6th St SE

General-Property Cleanup	21279 12/5/2024	Steven C Vandenberg 1101 Birch Dr Mason City, IA 50401	071033101200	\$ 172.38
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Property Address: 510 S Carolina Ave

Water-Service Repair	21330 1/9/25	Richard Doughman 1114 1st St NW Mason City, IA 50401	070910201800	\$ 48.61
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Water-Service Repair	21333 1/9/25	Furleigh Porproperties LLC 811 N 56th St Clear Lake, IA 50428	070943201900	\$ 146.76
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Property Address: 638 S Adams Ave

Water-Service Repair	21327 1/9/25	Mahala & Jacob Phillips 301 Lakeview Dr Mason City, IA 50401	070820101400	\$ 80.56
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\$ 1,101.96

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of
Mason City, Iowa;

Section 1: That there is hereby levied a special assessment against the property listed below for charges in the amount listed on the invoice rendered:

Section 2: That the City Clerk be and is hereby directed to certify to the County Treasurer a copy of this Resolution listing the properties and the amounts charged for said fees, to be placed upon the tax rolls for collection.

PASSED AND APPROVED this 18th day of February, 2025.

Bill Schickel, Mayor

ATTEST:

Aaron Burnett, City Clerk

City of Mason City
Finance Department

Memorandum

To: Aaron Burnett, City Administrator
From: Brent Hinson, Finance Director
Date: February 13, 2025
RE: Set Truth in Taxation Hearing for FY26 Budget

Recommendation:

Set hearing for March 25 on the “Truth in Taxation” preliminary hearing for the City’s FY26 budget.

Review:

Last year was the first year of the new “Truth in Taxation” hearing, which will come after a notice that is mailed by the County Auditor no later than March 20.

This resolution would set the Truth in Taxation hearing for a special meeting to be held on Tuesday, March 25 at 7 PM. By law, this can be the only item on the agenda. Council does not take any action following the hearing.

We will then follow up with a 2nd special meeting on the 26th to set the final budget hearing for the Tuesday, April 15 regular meeting.

Budget Impact:

The City is planning on a slightly reduced tax rate for FY26. The State-required form of notice is misleading in the opposite way it was last year; now the form assumes a 10% across-the-board increase in valuations, whereas valuations in Mason City increased by 0.61%.

Council Action Requested:

Approve setting the Truth in Taxation hearing for a special meeting on Tuesday, March 25 at 7 PM.

Attachments:

Proposed Resolution and Hearing Notice.
FY26 Budget Schedule.



Brent Hinson, Finance Director



Reviewed and Recommend Approval

RESOLUTION 25 -

A RESOLUTION SETTING A DATE FOR A PUBLIC
HEARING ON THE “TRUTH IN TAXATION”
PRELIMINARY HEARING FOR THE MASON CITY, IOWA
FY 26 BUDGET

WHEREAS, a proposed budget for the City of Mason City, Iowa, for the fiscal year July 1, 2025 – June 30, 2026 has been compiled, and

WHEREAS, a public hearing on the “Truth in Taxation” preliminary hearing for the Mason City, Iowa, FY 26 budget is required by law;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mason City, Iowa:

Section 1: That the City Council will conduct a public hearing on the “Truth in Taxation” preliminary hearing for the Mason City, Iowa FY 26 Budget will be held in the Mason City Room, Mason City Public Library, Mason City, Iowa, on the 25th day of March, 2025, beginning at 7:00 o'clock P.M.

Section 2: That the City Clerk is hereby authorized and directed to publish notice of said hearing in the Globe Gazette, a newspaper of general circulation in the City of Mason City, Iowa, one time, not less than ten nor more than twenty days before the date set for the hearing; said notice to be in substantially the form attached as Exhibit A to this resolution.

PASSED AND APPROVED this 18th day of February, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

CITY NAME: NOTICE OF PUBLIC HEARING - CITY OF MASON CITY - PROPOSED PROPERTY TAX LEVY **CITY #:** 17-145
MASON CITY Fiscal Year July 1, 2025 - June 30, 2026

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 3/25/2025 **Meeting Time:** 07:00 PM **Meeting Location:** Mason City Public Library, Mason City Room, 225 2nd St SE, Mason City, Iowa 50401

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)
 www.masoncity.net

City Telephone Number
 (641) 421-3613

Iowa Department of Management	Current Year Certified Property Tax 2024 - 2025	Budget Year Effective Property Tax 2025 - 2026	Budget Year Proposed Property Tax 2025 - 2026
Taxable Valuations for Non-Debt Service	1,244,324,523	1,250,617,390	1,250,617,390
Consolidated General Fund	10,589,202	10,589,202	10,642,754
Operation & Maintenance of Public Transit	296,336	296,336	149,999
Aviation Authority	0	0	0
Liability, Property & Self Insurance	511,467	511,467	632,500
Support of Local Emergency Mgmt. Comm.	0	0	0
Unified Law Enforcement	0	0	0
Police & Fire Retirement	627,239	627,239	742,479
FICA & IPERS (If at General Fund Limit)	714,404	714,404	646,094
Other Employee Benefits	1,219,936	1,219,936	946,780
Capital Projects (Capital Improv. Reserve)	0	0	0
Taxable Value for Debt Service	1,322,255,838	1,343,077,330	1,343,077,330
Debt Service	3,656,685	3,656,685	3,995,480
CITY REGULAR TOTAL PROPERTY TAX	17,615,269	17,615,269	17,756,086
CITY REGULAR TAX RATE	13.98329	13.88397	13.97792
Taxable Value for City Ag Land	10,122,340	10,417,086	10,417,086
Ag Land	30,405	30,405	31,291
CITY AG LAND TAX RATE	3.00375	2.91876	3.00375
Tax Rate Comparison-Current VS. Proposed			
Residential property with an Actual/Assessed Valuation of \$100,000/\$110,000	Current Year Certified 2024/2025	Budget Year Proposed 2025/2026	Percent Change
City Regular Residential	648	729	12.50
Commercial property with an Actual/Assessed Valuation of \$300,000/\$330,000	Current Year Certified 2024/2025	Budget Year Proposed 2025/2026	Percent Change
City Regular Commercial	2,860	3,259	13.95

Note: Actual/Assessed Valuation is multiplied by a Rollback Percentage to get to the Taxable Valuation to calculate Property Taxes. Residential and Commercial properties have the same Rollback Percentage at \$100,000 Actual/Assessed Valuation.

Reasons for tax increase if proposed exceeds the current:

The numbers in the tax rate comparison are not accurate, showing a 10% increase, whereas assessments in Mason City increased only 0.61%. Contact the City for an accurate calculation of your relative tax liability. We continue to budget and plan responsibly for the long-term good of the community.



10 First Street Northwest
Mason City, IA 50401-3224
(641) 421-3600
www.masoncity.net

Timeline for FY26 Budget Process- As of 12/27/24

December 6	FY26-FY30 CIP packets distributed to departments
December 16	Department CIP requests due to Finance Director
December 18-19	City Administrator and Finance Director meet with departments on CIP requests
December 20- January 8	Finance Director prepares proposed CIP
December 27	FY26 Budget workpapers released to departments
January 9	CIP materials submitted to City Council for review
January 13	Department budget workpapers due to Finance Director
January 16	1 st Council worksession/CIP; presentation of proposed CIP
January 21-22	City Administrator and Finance Director meet with departments to discuss proposed budget requests and any adjustments needed
January 23-24	Finance Director finalizes proposed budget and presentation and submits to City Council
January 28	2 nd Council worksession budget/CIP; presentation of proposed budget by Finance Director & final discussion on CIP
February 13	3 rd Council worksession/budget; further discussion
February 18	Regular City Council meeting; City Council agrees in principle on proposed tax levy and sets March 25 for truth in taxation hearing & March 4 public hearing for adoption of CIP

By February 24	Finance Director completes truth in taxation information in DOM forms to allow for County Auditor mailings to property owners
March 4	City Council holds public hearing & adopts CIP
March 8	Notice of truth in taxation hearing is published in newspaper
By March 15	County Auditor mails truth in taxation statements to all property owners
March 25	Special City Council meeting; City Council holds truth in taxation public hearing (no formal action)
March 25	2 nd Special City Council meeting; Council sets public hearing on full budget for April 15
April 15	Regular City Council meeting; City Council holds public hearing & approves full budget
By April 30	Finance Director certifies budget with County Auditor



Memorandum

To: Aaron Burnett, City Administrator
From: Brent Hinson, Finance Director
Date: February 13, 2025
RE: Set Hearing on FY26-FY30 Capital Improvements Plan

Recommendation:

Set hearing for March 4 on the City’s proposed FY26-FY30 Capital Improvements Plan, as required by Iowa Code prior to the adoption of the plan.

Review:

The proposed FY26-FY30 Capital Improvements Plan, outlining plans for \$182.4 million in investment over the next five years, was discussed by Council at workshops on January 16 and 28. There is one change from what Council has discussed previously- the Airport backflow prevention projection mandated by DNR went up in estimated cost from \$125,000 to \$325,000. We have covered that with \$200K in Airport fund balance in FY26 and will then have \$200K in new bonding for the general aviation terminal renovation in FY27.

Budget Impact:

The CIP has been constructed within an environment of keeping a stable tax rate and limiting utility rate increases to keep our rates below average as compared to similar communities, while ensuring strong and stable overall City finances and fund balances.

Council Action Requested:

Approve setting the hearing on the FY26-FY30 Capital Improvements Plan, along with possible adoption for March 4 at 7 PM.

Attachments:

- Proposed Resolution.
- CIP Executive Summary.



Brent Hinson, Finance Director



Reviewed and Recommend Approval



FY26-FY30
Capital Improvements Plan
Executive Summary

Proposed as of 2-13-25

Overview of Funding	FY26	FY27	FY28	FY29	FY30	Total
Expenditures by Fiscal Year	\$73.7M	\$27.7M	\$30.5M	\$19.2M	\$31.4M	\$182.4M
<i>Funding*:</i>						
Federal/State Grants	\$1.9M	\$1.8M	\$5.7M	\$720K	\$4.6M	\$14.64M
Private Grants	\$15K	\$15K	\$20K	\$15K	\$15K	\$0.08M
G.O. Bonds	\$8.4M	\$11.5M	\$6.3M	\$5.0M	\$14.7M	\$45.93M
SRF Loans	\$48.9M	\$0	\$5.6M	\$0	\$0	\$54.51M
TIF Certification	\$1.7M	\$1.8M	\$2.6M	\$2.6M	\$2.8M	\$11.51M
Road Use Fund	\$1.1M	\$580K	\$830K	\$640K	\$1.1M	\$4.24M
Water Fund	\$2.8M	\$2.3M	\$1.9M	\$2M	\$1.4M	\$10.34M
Sewer Fund	\$2.8M	\$2.4M	\$2.2M	\$2.4M	\$2.1M	\$11.90M
LOSST Fund	\$2.0M	\$2.3M	\$2.1M	\$2M	\$1.8M	\$10.67M
Hotel Tax Fund	\$260K	\$260K	\$335K	\$260K	\$260K	\$1.38M
Storm Sewer Fund	\$465K	\$470K	\$820K	\$655K	\$655K	\$3.06M
Sanitation Fund	\$805K	\$0	\$490K	\$490K	\$490K	\$2.28M
General Projects	\$1.2M	\$1.3M	\$1.4M	\$1.3M	\$770K	\$5.98M
EMS & Hazmat RV	\$460K	\$535K	\$20K	\$455K	\$10K	\$1.48M
All Other Sources	\$870K	\$2.7M	\$260K	\$570K	\$205K	\$4.44M

Proposed CIP Highlights	FY	Investment	Funding
Police Vehicle Replacement	26-30	\$1.10M	\$1.10M General Projects
Fire Aerial Truck	26, 29	\$2.25M	\$500K G.O. (FY26) \$1.75M G.O. (FY29)
Ambulance Replacement (3 Units + Related Equipment)	26-27,29	\$1M	\$1M EMS Revenue
Highway 122 West Planning & Constr.	26,28-30	\$9.71M	\$500K Federal Grant, \$8.8M TIF-Backed G.O., \$410K Carryover
Highway 122 Mercy Reconstruction (Yr 2 of 2)	27	\$4.5M	\$2.5M TIF-Backed G.O., \$2M Carryover
Street Rehab Program (4 Projects)	26, 28-30	\$6M	\$4.7M G.O., \$500K Water, \$800K Sewer
U.S. 65/South Federal Reconstruction (Yr 2 of 2)	26	\$1.67M	\$1.23M TIF-Backed G.O., \$325K Water, \$120K Sewer

Proposed CIP Highlights	FY	Investment	Funding
Pierce/12 th NW Intersection & Shared-Use Path	26	\$1.15M	\$760K G.O., \$385K Carryover
19 th SW Improvements	27	\$1.5M	\$1.18M G.O., \$125K Water, \$200K Sewer
Penn Avenue Street & Utility Project	26-27	\$1.38M	\$800K State Grant, \$450K G.O., \$125K RUT
O&M Vehicle Replacement	26-30	\$2.04M	\$1.94M G.O., \$100K RUT
Airport- Runway 18/36 Pavement Rehab	27-28	\$5.94M	\$5.36M Federal Grant, \$577K G.O.
Airport- Runway 12/30 Pavement Rehab	30	\$4.66M	\$4.2M Federal Grant, \$466K G.O.
Library- Facility Maintenance	26-28	\$375K	\$375K General Projects
Golf Irrigation System Replacement	27	\$1M	\$1M LOSST G.O.
Pool Repairs, Phase 1	30	\$2.3M	\$2.3M LOSST G.O.
EAB Special Assessment Program	26,27	\$1M	\$1M GO abated by Spec As
Transit Buses	26-30	\$2.18M	\$1.9M Federal Grant, \$64K GenCP, \$263K Trans Levy
Conference Center Improvements	26-27	\$5.15M	\$5M TIF-Backed G.O., \$150K Carryover
Southbridge Theatre Refresh	26	\$300K	\$300K G.O.
EDR Water Treatment Upgrades	25-26	\$14.9M	\$125K Water, \$14.8M SRF Loan
North Central Stormwater Improvements	28	\$2.8M	\$2.8M G.O.
Sewer Collection System Maintenance	26-30	\$6.7M	\$6.7M Sewer
Sewer- Water Reclamation Nutrient Reduction Improvements (Yr 3 of 3)	26	\$29.5M	\$29.5M SRF Loan
Sewer- 43 rd SW Lift Station	26	\$4.63M	\$4.63M SRF Loan
Sanitation- Automated Collection/ Vehicle Replacement	26	\$3.56M	\$2.75M G.O., \$805K Sanitation

Underlying Assumptions of Plan

Tax Rate	Levy held steady; there is significant pressure from FY28 on.
General Obligation Debt	Within adopted financial policies for levy rate; seek to reduce G.O. usage for smaller projects & equipment, gradually reduce G.O. debt load to 50% or less of legal capacity with strategies in place.
Fund Balances	Within adopted financial policies, with minor temporary variances as projects are completed and rate increases come into effect.
All Utilities	Proposed use of current rate plans.

* Explanation of acronyms used: RV=Revenue; G.O.= General Obligation Bonds; SRF= State Revolving Fund Loan; TIF= Tax Increment Financing; RUT = Road Use Tax; LOSST= Local Option Sales & Service Tax; EMS= Emergency Medical Services (Ambulance) fees.

RESOLUTION 25 –

A RESOLUTION SETTING A DATE FOR HEARING ON THE
PROPOSED 2026-2030 CAPITAL IMPROVEMENTS PLAN FOR
THE CITY OF MASON CITY, IOWA

WHEREAS, a proposed Capital Improvement Plan for the City of Mason City, Iowa, for the fiscal year 2026-2030 has been compiled, and

WHEREAS, a public hearing is required by law to be held on the adopting of said proposed capital improvements plan;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mason City, Iowa:

Section 1: That the City Council will conduct a public hearing on the proposed 2026-2030 Capital Improvement Plan in the Mason City Room, Mason City Public Library, Mason City, Iowa, on the 4th day of March 2025, beginning at 7:00 o'clock P.M.

Section 2: That the City Clerk is hereby authorized and directed to publish notice of said hearing in the Globe Gazette, a newspaper of general circulation in the City of Mason City, Iowa, one time, not less than ten nor more than twenty days before the date set for the hearing; said notice to be in substantially the following form:

“NOTICE OF PUBLIC HEARING
CAPITAL IMPROVEMENTS PLAN
Fiscal Year 2026 – 2030
City of Mason City, Iowa

The City Council will conduct a public hearing on the proposed 2026 – 2030 Capital Improvements Plan at the Mason City Room, Mason City Public Library, Mason City, Iowa, on March 4, 2025, beginning at 7:00 o'clock P.M.

The Capital Improvement Plan Summary of proposed projects is shown below. Copies of the detailed proposed Capital Improvement Plan may be obtained or viewed at the office of the Administrator, City Clerk, or Finance Department.

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed Capital Improvement Plan.

641-421-3613
Phone Number

Brent Hinson
Finance Director City of Mason City”

PASSED AND APPROVED this 18th day of February, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

City of Mason City
Human Resources
Department

Memorandum

To: Aaron Burnett, City Administrator
From: Perry Buffington, Human Resources Director
Date: February 5, 2025
RE: Approval of the Collective Bargaining Agreement Between the City of
Mason City and Teamsters Union Local 238

Recommendation:

The City of Mason City has reached agreement with Teamster Union Local 238, and the changes have been ratified by the Union. I recommend approval of the proposed 2 year labor agreement.

Review:

The City and Teamsters Union began labor negotiations in late January 2025, and the Union voted to accept the City's final offer on 02/1/2025. This agreement is for two years, and includes a wage increase of 3.5% in the first year and a wage re-opener in the second year. The agreement also provides for modification to the step increase schedule for Police Sergeants, increases in the employee medical plan contributions, and several language changes as outlined below:

- Increase employee medical contributions from 18% to 20% effective 7/1/25.
- Addition of up to 2 weeks of paid parental leave for the year following birth or adoption of a child.
- Modification to vacation selection language to more fairly equalize availability for vacation sign-up between newer and senior employees.
- Increase in the existing clothing allowance for staff.
- Addition of a bilingual stipend for eligible staff.

Council approval of the proposed labor agreement will complete the process. Attached is a copy of the proposed new 2 year labor agreement.

Budget Impact:

None. Costs are included in the Operating Budget.

Council Action Requested:

I respectfully recommend City Council approval of the collective bargaining agreement between the City of Mason City and Teamsters Union Local 238.

Attachments:

Proposed Labor Agreement.

Perry Buffington

Perry Buffington, Human Resources Director

A handwritten signature in cursive script, appearing to read "Aaron Burnett", written over a horizontal line.

Reviewed and Recommend Approval

LABOR AGREEMENT

between

CITY OF MASON CITY, IOWA

and

**TEAMSTERS LOCAL UNION NO. 238
(POLICE DEPARTMENT)**

7/1/2025 – 6/30/2027

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RESOLUTION NO. 25 -

A RESOLUTION APPROVING THE COLLECTIVE
BARGAINING AGREEMENT BETWEEN THE
CITY OF MASON CITY, IOWA, AND THE
TEAMSTERS LOCAL UNION NO. 238 (POLICE
DEPARTMENT)

WHEREAS, the City Council of the City of Mason City desires to enter into a three year collective bargaining agreement between the City of Mason City, Iowa and the Teamsters Local Union No. 238 (Police Department).

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Mason City, Iowa:

Section 1. That the attached collective bargaining agreement between the City of Mason City and the Teamsters Local Union No. 238 (July 1, 2025 through June 30, 2027), should be and the same is hereby approved and adopted.

Section 2: That the Mayor is authorized and the Clerk hereby directed to execute said Agreement for and on behalf of the City of Mason City, Iowa.

PASSED AND APPROVED this 18th day of February, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

AGREEMENT

This Agreement made and entered into by and between the CITY OF MASON CITY, IOWA, hereinafter referred to as the "EMPLOYER," and TEAMSTERS LOCAL UNION NO. 238, MASON CITY, IOWA, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the "UNION."

ARTICLE 1: DEFINITIONS

- 1.01 - The Employer agrees to recognize, and does hereby recognize, the Union, its agents, representatives, or successors, as the exclusive bargaining agency for all of the employees of the Employer as herein defined.
- 1.02 - The term "employee" as used in this Agreement shall include all of the employees of the Employer in the Department located at Mason City, Iowa, as defined and as amended by the Public Employee Relations Board certification on file in this matter.
- 1.03 - The Employer will neither negotiate nor make collective bargaining agreements for any of its employees in the bargaining unit covered hereby unless it be through duly authorized representatives of the Union.
- 1.04 - The Employer agrees that it will not sponsor or promote financially or otherwise, any group or labor organization, for the purpose of undermining the Union; nor will it interfere with, restrain, coerce, or discriminate against any of its employees in connection with their membership in the Union.
- 1.05 - The Union agrees that the Employer reserves the right to make decisions concerning all matters not addressed by this agreement. Such decisions shall include, but not be limited to: efficient management of the Police Department; determination of the services to be rendered; size of the workforce; hiring, assignment, and layoff of employees; direction of the workforce, assignment of work and determination of the number of employees assigned to operations; establishment of work schedules; modification of department rules and regulations; approval of courses and educational programs; transfer and promotion of employees; evaluation of employees for promotion or assignment.
- 1.06 - The term "part-time employee" as used in this Agreement shall include all employees working less than forty (40) hours per week. The benefits provided under the terms of this Agreement shall not apply to part-time employees unless specifically stated otherwise.
- 1.07 - The term "days" refers to calendar days unless otherwise specified.

ARTICLE 2: TRIAL PERIOD

- 2.01 - Employees in Division No. 3 -- Police shall have a probationary period as determined by the applicable Civil Service Law in effect during the term of this Agreement.

- 2.02 - Employees in Divisions 1 and 2 shall have the probationary periods as hereinafter set out during which period they may be discharged without further recourse; provided, however, the Employer may not discharge or discipline for the purpose of evading this Agreement or discriminating against Union members. After successful completion of their probationary period the employees shall be placed on a regular seniority list.
(a) Divisions No. 1 and 2 – ninety (90) calendar days.
- 2.03 - Part-time employees shall be probationary employees during the entire period of part-time employment and shall be required to complete a new probationary period if hired full-time. Seniority date will be when they become full-time employees.

ARTICLE 3: STEWARDS

- 3.01 - The Employer recognizes the right of the Union to designate one (1) job steward for each shift to handle such Union business as may from time to time be delegated to them by the Union. The Union shall notify the Employer in writing of the name of each steward.
- 3.02 - Job stewards have no authority except as authorized by official action of the Union. The Employer recognizes this limitation upon the authority of job stewards. The Employer, in so recognizing such limitation, shall have the authority to render proper discipline, including discharge without recourse, to such job steward, or stewards, in the event the job steward, or stewards, have taken action in violation of this Agreement.

ARTICLE 4: TIME OFF FOR UNION ACTIVITIES

- 4.01 - The Employer agrees to grant the necessary and reasonable time off, without discrimination nor loss of seniority rights and without pay to any employee designated by the Union to attend a labor convention or serve in any capacity on other official Union business provided forty-eight (48) hours written notice is given to the Employer by the Union, specifying length of time off. The Union agrees that, in making its request for time off for Union activities, due consideration shall be given to the number of employees affected in order that there be no disruption of the Employer's operation due to lack of available employees.
- 4.02 – Unit 18 officers shall be allowed to attend the annual conference and will be allowed to trade shifts.

ARTICLE 5: LEAVE OF ABSENCE

- 5.01 - Any employee desiring a unpaid leave of absence from his/her employment shall secure written permission from the Employer, copy of same furnished the Union, prior to starting leave of absence. The maximum leave of absence shall be for thirty (30) days and may be extended for a like period with the consent of the Employer and the Union. Failure to comply with this provision shall result in the complete loss of seniority rights of the employee involved. Inability to work because of proven temporary sickness or injury shall not result in the loss of seniority rights. No leave of absence shall be granted to an employee for the purpose of trying out a job with another Employer.

ARTICLE 6: DEPARTMENT SENIORITY

Division No. 1: Utility Division

Division No. 2: Parking Enforcement Division

Division No. 3: Police Division

Division No. 5: Sergeant Division

ARTICLE 7: SAFETY EQUIPMENT AND JOB

- 7.01 - All equipment required by either state, city or federal laws shall be furnished and maintained by the Employer.
- 7.02 - All cars used as patrol cars shall be equipped with a shotgun and a rifle.
- 7.03 - Patrol cars shall be equipped with a clear solid rear passenger restraint partition.
- 7.04 - All officers may receive forty (40) rounds of ammunition each month. The (10) rounds are to be used to site in and thirty (30) rounds are to be used at target practice to qualify. Any police officer may take another police officer with him/her to qualify when their commanding officer says it is okay to use the range. If the police officer fails to qualify, then he/she has to practice and qualify on his/her own time.

ARTICLE 8: GRIEVANCE PROCEDURE

- 8.01 - Any dispute over the terms of this Agreement, shall be processed exclusively under the grievance procedure set out in this Article. Any disputes over removal, demotion or suspension shall be processed exclusively under Civil Service Code.
- 8.02 Step 1: Any employee believing that he/she has a grievance shall first discuss the alleged grievance with his/her immediate supervisor within ten (10) calendar days of the alleged grievance or within ten (10) days of the employee's knowledge of the alleged grievance. This step may be with or without the benefit of the steward at the option of the employee. The immediate supervisor shall advise the employee of his/her decision regarding the alleged grievance within five (5) calendar days of being informed of the alleged grievance.

Step 2: If the grievance is not resolved by the answer of the immediate supervisor, the employee shall within ten (10) calendar days file a written grievance with the Chief of Police or his/her designee. The Chief of Police or his/her designee shall meet with the grievant and the steward and/or the Union Business Agent within ten (10) calendar days of the receipt of the written grievance. The Chief of Police or his/her designee shall, within ten (10) calendar days of the above meeting issue a written answer to grievance with copies going to the grievant and to the Union.

Step 3: If the answer of the Chief of Police or his/her designee is not acceptable to the grievant and the Union, the Union shall within ten (1) calendar days of the Chief's answer request a meeting with the City Administrator to discuss the grievance with the grievant, the steward and the Union Business Agent. The City Administrator shall within ten (10) calendar days of the above meeting issue a written answer to the grievance.

- Step 4: If the answer of the City Administrator is not acceptable to the grievant and the Union, the parties may request by mutual agreement a Third-Party Mediator in an effort to reach a settlement prior to proceeding to Step 5.
- Step 5: If the answer of the City Administrator is not acceptable to the grievant and the Union or the parties have not resolved the issue through mediation, the Union shall within fourteen (14) calendar days of the answer, file a request for arbitration with the Public Employment Relations Board (PERB). A list of five (5) arbitrators shall be submitted to the parties who will alternately strike names on the list until only one (1) remains. That remaining name shall be submitted to the Public Employment Relations Board as the mutually selected arbitrator and shall hear the case within thirty (30) calendar days of notification by PERB. The arbitrator shall render his/her decision within thirty (30) calendar days of the close of the hearing. The decision of the arbitrator shall be binding on the grievant, the Union, and the Employer. Cost of the arbitrator shall be shared equally by the parties.

The grievant and the steward shall be released from duty without loss of pay or benefits to participate in meetings with management and/or hearings which are the result of the grievance.

ARTICLE 9: PAID FOR TIME

- 9.01 - Time shall be computed from the time the employee arrives at the designated work site, in uniform, and ready for work, until they are released from duty. Split shifts shall not be normally used unless public safety necessitates.

ARTICLE 10: BULLETIN BOARD

- 10.01 - The Union shall have the right to have a bulletin board on the Employer's premises to post such notices as they deem necessary. Only the steward of the division affected shall have the authority to remove from the bulletin board such notices as the Union may post. The bulletin board shall be marked "Teamsters Union Local No. 238" and shall be located in the squad room.

ARTICLE 11: FUNERAL LEAVE

- 11.01 - In the event of a death in the family (father, mother, wife, husband, brother, sister, brother-in-law, sister-in-law, son or daughter, son-in-law, daughter-in-law, grandchildren, grandparents, stepparents, stepchildren, mother and father of spouse) a employee shall be entitled to a maximum of four (4) days off for immediate family members (parents, children, spouse, and siblings) and a maximum of three (3) days off to attend the funeral of other listed family members. Leave under this provision may be extended by the Employer or Chief based upon individual circumstances of each employee. The compensable day or days must be consecutive and include the actual day of the funeral and shall include days off, holidays and vacation.

- 11.02 - An employee may be granted one (1) day or two (2) half days per year to attend the funeral of a person not specifically listed in Article 11.01.

ARTICLE 12: SENIORITY

- 12.01 - Seniority rights for employees shall be divisional and shall prevail unless it is specifically noted otherwise in any article or section. Seniority shall be broken only by discharge, voluntary quit, or more than a one-year layoff. In the event of a layoff it shall be the responsibility of laid off employees to keep the Employer informed on any change of address and telephone number. In the event of any employee being recalled, notification by telephone, confirmed by certified letter to employee, with copy by regular mail to the Union, shall be given. Any employee shall lose his/her seniority rights if he/she does not return to work within five (5) calendar days after being called back. Any employee may request and receive five (5) additional working days to return provided the request is made before the end of the first five (5) working days. A list of employees arranged in the order of their seniority shall be posted in a conspicuous place at their place of employment. Longevity levels in the wage schedule will be calculated by the longevity accrued (full-time duty) from the most recent date of employment in that division with the exception of jobs in a promotional sequence (i.e. Police Officer and Sergeant) where longevity shall be cumulative.
- 12.02 – Employees in Divisions #3 and #5 shall have the opportunity of making a shift bid sixty days prior to the start of each calendar year. Bidding shall be conducted on the basis of seniority, by Division. If vacancies occur during the calendar year, individuals may enter written requests to transfer to fill that position. However the Chief will have discretion as to whom he/she appoints to fill midyear vacancies, and may make individual assignment changes, as well as special assignments.
- 12.03 - The Chief has the exclusive right to make temporary assignments. One of the factors to be considered by the Chief in making the temporary assignment is the seniority of the employees. When a temporary assignment is concluded, the employee shall return to the shift assignment that they were working at the time the temporary assignment began. If this causes excessive staffing on that shift, the least senior person on the shift may be reassigned to an understaffed shift.
- 12.04 - Any employee awarded a special assignment shall have a trial period of ten (10) working days. If, during said period the employee wants to decline the special assignment, they will be assigned for the remainder of that calendar year to their previous bid position.
- 12.05 - Overtime shall be awarded on a seniority basis except in the following cases:
- (a) Employees held over.
 - (b) Employees called in prior to their shift.
 - (c) Emergencies.
 - (d) Patrol overtime to be offered to all patrol officers before offering it to sergeants.
 - (e) Letter of understanding on call-in and hold over overtime.

- 12.06 - Overtime that is reimbursed by contracted hire or by grant funding must be taken only as overtime pay. All other overtime pay may be taken as overtime pay or compensatory time.

ARTICLE 13: REDUCTION OF WORKING FORCE

- 13.01 - Departmental seniority shall govern and when it becomes necessary to reduce the working force, the last employee hired in the division shall be laid off first and when the force is again increased, the employees are to be returned to working their division in reverse order in which they are laid off.

ARTICLE 14: MAINTENANCE OF STANDARDS

- 14.01 - The Employer and employees recognize certain informal working conditions have been enjoyed by all employees. Even though items of this nature have not been specifically negotiated, both parties agree in good faith to continue these conditions where not in conflict with other provisions of this Agreement. This Article shall only apply to mandatory subjects of bargaining under Section 20.9 of the Public Employment Relations Act.

ARTICLE 15: JURY PAY AND WITNESS PAY

- 15.01 - The Employer shall pay all regular employees serving on any jury the difference in regular wages between jury pay and his/her regular wages while in such service. If the employee is discharged from the jury before the workday ends, he/she must report immediately to the Employer for work. This shall be construed to mean pay for the regular working hours of the employee selected for such jury duty. Any employee who works other than the first shift shall be excused from work with pay for serving on any jury. The employee shall give the jury pay to the City.
- 15.02 - Any employee required to appear at any court hearing including but not limited to District Court and Magistrate's Court, will be paid a minimum of two (2) hours' pay at time and one-half if the employee is on duty day and if not, a minimum of three (3) hours' pay at time and one-half or the time actually spent testifying, whichever is greater. The employee agrees to see that all witness fees are paid that the employee is entitled to and the employee agrees to turn these over to the City. Failure of the employee to apply for the witness fee available shall result in the amount of the witness fee that would have been received being deducted from the applicable pay under the provisions of this section.

ARTICLE 16: CALL TIME

- 16.01 - Any employee called to work other than their regular shift shall be guaranteed three (3) hours work or three (3) hours pay at time and one-half in lieu thereof, except that employee called to start shift early shall be paid at the applicable rate for the time actually worked prior to the shift, then shall work their regular shift.

ARTICLE 17: EQUIPMENT

- 17.01 - Employees shall not be required to operate any vehicle that does not comply with applicable federal or state law.

ARTICLE 18: HOLIDAYS

- 18.01 - All employees shall receive their regular rate of pay (regular rate of pay is hereby defined as eight (8) hours times applicable hourly rate) as shown on Schedule "A" of the following holidays. The eight (8) hours of holiday pay may be converted to compensatory time.

	<u>07/1/25-06/30/26</u>	<u>07/1/26 – 06/30/27</u>
Independence Day	<u>07/04/25</u>	<u>07/04/26</u>
Labor Day	<u>09/01/25</u>	<u>09/07/26</u>
Veteran's Day	<u>11/11/25</u>	<u>11/11/26</u>
Thanksgiving Day	<u>11/27/25</u>	<u>11/26/26</u>
Christmas Day	<u>12/25/25</u>	<u>12/25/26</u>
New Year's Day	<u>01/01/26</u>	<u>01/01/27</u>
President's Day	<u>02/16/26</u>	<u>02/15/27</u>
Good Friday	<u>04/03/26</u>	<u>03/26/27</u>
Memorial Day	<u>05/25/26</u>	<u>05/31/27</u>

Two mutually agreed upon floating holidays

- 18.02 - In all divisions if any of the holidays, except the floating holiday, falls on the employee's day off or during the employee's vacation, the employee will receive additional pay computed as eight (8) hours times their regular hourly rate of pay.
- 18.03 - Employees in all divisions who work on a holiday will be paid eight (8) hours at one and one-half (1½) times their regular rate of pay unless duty is extended beyond eight and one-fourth (8.25) hours and in addition will receive holiday pay computed as eight (8) hours times their regular hourly rate. Employees working either Christmas Day or Thanksgiving Day shall be compensated at double time plus holiday pay as stated in 18.02 (16 hours of pay and 8 hours of holiday).
- 18.04 - Holiday pay will be paid to all employees scheduled off but called into work, and they will receive no reduction in pay, one and one-half (1½) times their regular rate for all hours worked plus holiday pay as stated in 18.02.

ARTICLE 19: SICK LEAVE

- 19.01 - Sick leave shall be used only in the event of the employee's own illness or injury except as otherwise provided below. Employees shall accumulate sick leave at the rate of twelve hours per month to a total of 960 hours. Once an employee has accumulated 960 hours, they will reset to 960 hours in subsequent years on January 1. Furthermore, in the event family illness, hospitalization or hospital emergency room treatment of a member of the household (immediate family/11.01) an employee may use up to 56 hours of sick leave/pay per calendar year for time required as a care giver in the event of family illness or to provide psychological support in the event of hospitalization or emergency room treatment. Additional circumstances and/or time may be allowed at the discretion of the Chief of Police.

The Family Leave Act may provide time off, if requested and qualified according to policy. Employees injured in the line of duty requiring time off will be governed by applicable state law.

- 19.02 - In the event of suspected abuse, the Employer may require the employee to furnish a doctor's certificate verifying the illness claimed. This doctor's certificate shall be furnished at the expense of the employee.
- 19.03 - All full-time employees shall be eligible for paid parental leave (maternity, paternity or adoption) for two (2) weeks or two (2) schedule rotations, and such leave will not be charged from the employee's sick leave bank. Paid leave must be used within the first year of the birth or adoption and must be used in increments of at least 1 week at a time. The adopted child must be 12 years old or younger.

ARTICLE 20: WORKWEEK

- 20.01 - All full-time employees in Divisions and 2 shall be paid time and a half for hours worked in excess of eight (8) hours per day or forty (40) hours per week and in Divisions 3 and 5 shall be paid time and a half for hours worked in excess of 8.25 hours per day or 49.5 hours per week.
- 20.02 - Division 1 and 2 shall have a workweek of Monday through Friday.
- 20.03 – Required Training Days

Divisions 3 and 5 will be required to attend forty-one and one-fourth (41.25) hours of training each year. The training will be scheduled by management in segments of eight and one-fourth (8.25) hours during the year. Divisions 3 and 5 may take a vacation day on a training day provided a minimum of three (3) vacation days are taken consecutively. Divisions 3 and 5 will be required to make up any training days missed.

An additional 24.75 hours of training may be required and will be compensated as hour for hour, straight time compensatory time.

ARTICLE 21: SHIFT DIFFERENTIAL

- 21.01 - All employees, including probationary employees, who work between 1500 hours and 0700 hours shall receive an extra \$37.00 per pay period as shift differential.

ARTICLE 22: VACATIONS/COMPENSATORY TIME

- 22.01 - All employees shall receive vacation with pay on the following basis:

After one (1) year of service -----	one (1) week*
After two (2) years of service -----	two (2) weeks
After six (6) years of service -----	three (3) weeks
After fourteen (14) years of service -----	four (4) weeks
After twenty (20) years of service -----	five (5) weeks

* One half of the first year's vacation may be taken after the employee's first 6 months of employment with the Police Department.

- 22.02 - Employees in all Divisions may accumulate a maximum of 49.5 hours of compensatory time in lieu of overtime pay for time worked that would normally be paid overtime under this labor agreement. Accumulated overtime is not considered used until the compensatory time is actually taken off. Merely scheduling the comp time does not reduce the current balance. Any compensatory time requested prior to April 2 will be canceled if it is scheduled on the same date as vacation awarded under the divisional seniority provisions of section 22.03, and would result in exceeding the limit of 1 person off on vacation or compensatory per shift as noted in section 22.03.
- 22.03 - Vacation shall be awarded on the basis of the employee's seniority in his or her division. A list shall be posted and vacation shall be selected in a minimum of six (6) days and a maximum of 12 days or 2 rotations until all employees have had an opportunity to select their first-choice vacation days. ~~at a time until all employees have had an opportunity to select their vacation dates.~~ This first choice shall be completed by all employees by February 15. After all employees have selected, then any vacation days not taken shall be awarded on the basis of divisional seniority and may be selected one (1) day at a time until April 1. After April 1 the employee signing up first shall be given the time off without regard to seniority. The number of employees off on vacation or compensatory time at any one time in Division 3 shall be limited to one employee per shift unless prior approval of the Chief of Police has been obtained. In Divisions 1 and 2 no more than one employee may be off at one time. This shall not apply to employees using vacation that have provided a written retirement notice. Employees shall not have to compete with employees using their vacation leading to their retirement date. Vacations or compensatory time may be taken anytime during the year. Vacations or compensatory time as scheduled will not be changed unless the employee gives five days notice for a vacation or compensatory time cancellation or change except in case of emergency, except that compensatory time off requests of less than 4 hours may be canceled if a full vacation day or compensatory time off of 8.25 hours is requested at least 24 hours in advance for that same shift. Requests for vacations or compensatory time shall be given at least twenty-four hours in advance except in cases of emergency. As an option, employees can convert three (3) full vacation days to six (6) one-half (½) day increments to be used as vacation days. If an employee anticipates that he or she is unable to schedule all vacation by the end of the year, a request may be made by written memo to the chief of police to carry over unused vacation. Such request must be submitted no later than December 1 of the year the vacation was to be taken. Such request will be granted if the inability to schedule vacation before the end of the year was beyond the control of the employee making the request. Any vacation carried over shall be used by March 1 of the following year, unless an extension is requested and approved by the chief of police.
- 22.04 - The number of vacation days provided per week of vacation shall reflect an employee's current work assignment. Employees whose regular workweek consists of six (6) working days shall be granted six (6) working days off for each week of vacation. Employees hired prior to 1/1/16 whose regular workweek consists of five (5) working days shall be granted six (6) working days off for each week of vacation. Employees hired beginning 1/1/16 whose regular workweek consists of five (5) working days shall be granted five (5) working days off for each week of vacation.

ARTICLE 23: SEPARABILITY AND SAVINGS CLAUSE

- 23.01 - If any article or section of this contract or of any riders thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any article or section should be restrained by such tribunal pending a final determination as to its validity, the remainder of this contract and of any rider thereto, or the application of such article or section to persons or circumstances other than those as to which it has been held invalid or as to which compliance with or enforcement of has been restrained, shall not be affected thereby.
- 23.02 - In the event that any article or section is held invalid or enforcement of or compliance with which has been restrained, as above set forth, the parties affected thereby shall enter into immediate collective bargaining negotiations, upon the request of the Union, for the purpose of arriving at a mutually satisfactory replacement for such article or section during the period of invalidity or restraint. If the parties do not agree on a mutually satisfactory replacement, either party shall be permitted all legal or economic recourse in support of its demand notwithstanding any provision in this contract to the contrary.

ARTICLE 24: HEALTH AND WELFARE

- 24.01 - The City will offer a health insurance policy. Employer may change carriers at any time provided coverage is not reduced. The Employer will provide the union advance notification of any such change in carrier. The premium will be allocated as follows:
- 24.02 - The Health Plan will provide for 80/20 coinsurance for in-network expenses and 70/30 coinsurance for out-of-network expenses and shall have a three-tiered annual deductible of \$500 per person, with a maximum annual deductible of \$1,000 for a family of two and \$1,500 for a family of three or more. The annual out of pocket maximum will be \$1,000 per person, with a maximum annual out of pocket of \$2,000 for a family of two and \$2,500 for a family of three or more.
- Employees will be provided an option to enroll in a High Deductible Health Plan (HDHP) with a HSA contribution by the City.
- 24.03 - Effective 7/1/25 employee contributions shall be 20% ~~16%~~ per month towards either the single or family insurance premium. ~~Effective 7/1/21 employee contributions shall be 17% per month towards either the single or family insurance premium. Effective 7/1/22 employee contributions shall be 18% per month towards either the single or family insurance premium.~~ Employees electing City coverage for spouses who have declined health insurance coverage through the spouse's employer will pay an additional \$100 monthly insurance contribution. City shall pay all remaining insurance premium contributions.
- 24.04 - The Employer shall continue in effect life insurance coverage of ten thousand dollars (\$10,000.00) on the employee and two thousand dollars (\$2,000.00) on the employee's dependent(s) and pay the monthly premium for family or single,

whichever is applicable. Employees may elect, at employee's expense, to purchase an additional term insurance coverage up to five times their salary (maximum of \$500,000), in which the first \$150,000 is guaranteed at the time of hire, and any amount above \$150,000 may be subject to underwriting.

- 24.05 - Any newly hired certified Police Officer may be awarded additional weeks of initial vacation eligibility at the Chief's discretion.

ARTICLE 25: CLOTHING AND CLEANING ALLOWANCE

- 25.01 - The employees in the following divisions will receive the clothing and cleaning allowance as hereinafter set out.
- (a) All divisions except Divisions 3, 5, shall receive three hundred dollars (\$300.00) ~~two hundred fifty dollars (\$250.00)~~ for clothing allowance.
 - (b) Divisions 3 and 5 shall receive seven hundred fifty dollars (\$750.00) ~~five hundred fifty dollars (\$550.00)~~ for clothing allowance.
 - (c) Divisions 3 and 5 shall receive Level II vests selected by the employer every 5 years at the expense of the employer. If the officer desires a higher-level vest approved by the Police Chief, the officer will reimburse the City for the difference.
 - (d) All divisions shall receive twenty dollars (\$20.00) per month cleaning allowance to be paid at the same time as the clothing allowance.
 - (e) The clothing and cleaning allowance shall be paid twice each year on the first payroll in March and September and shall be for the next six (6) months. New hires shall be paid on a pro rata basis to the closest month.
 - (f) The City will provide uniforms to new officers. Items to be provided will be mutually agreed upon between the Union and the City. New officers will not receive a clothing allowance for two years and during that time, the items will remain the property of the City.

ARTICLE 26: CIVIL SERVICE

- 26.01 - Employees and employment covered by any collective bargaining agreement approved by the City of Mason City are subject to and governed by the policies and procedures of the Civil Service Commission as established pursuant to Chapter 400, Code of Iowa, and reference should be made as necessary, provided, however, removal, demotion or suspension of any employee covered by this Agreement shall be handled exclusively by Article 9, Discharge or Suspension.

ARTICLE 27: WAGES AND COLLEGE CREDITS

- 27.01 - All employees shall be paid wages according to Schedule "A" attached hereto and by this reference made a part hereof. College credits will be paid to those eligible employees as set out in Schedule "A." The Parties have agreed to reopen this Agreement for the purpose of negotiating wages applicable for the period 7/1/26 - 6/30/27.
- 27.02 - Investigators on call for seven (7) day calendar week will receive one hundred

dollars (\$100.00) in addition to regular pay. Investigators may not trade their on-call hours during their on call assigned week, unless the change is approved by the investigator's supervisor, and unless a change is made to the on-call calendar. If the replacement investigator fails to respond to a call out, the replacement officer may be subject to disciplinary action.

- 27.03 - Field Training Officer will receive one (1) hour of additional straight time pay per day while performing training functions. Field Training Officers assigned to train officers on another shift shall receive a total of two (2) hours additional straight time pay per day with no loss of shift differential for switching shifts.
- 27.04 - Any new certified officer may begin at a higher Step in Schedule A at the Chief's discretion.
- 27.05 - Bilingual Pay: At the sole discretion of the Police Chief, an employee that demonstrates competency and proficiency in a relevant foreign language shall be compensated at the rate of an additional \$1.00 per hour.

ARTICLE 28: DRUG/ALCOHOL TESTING

- 28.01 - In the event of suspected abuse of alcohol or drugs, the Employer may require the employee to submit to a breath, blood and/or urine test. A certified independent laboratory will conduct the blood and urine analysis. Testing will be conducted during the employee's regularly assigned shift including overtime.
- 28.02 - Any employee that is called back to work on other than his or her regularly assigned shift who discloses to his/her supervisor that he/she has been drinking and who is nevertheless called in shall not be subject to any alcohol/drug abuse testing program nor to any disciplinary action for this reason.

THIS AGREEMENT shall be effective from the 1st day of July, 2025, and shall remain in full force and effect until June 30, 2027, shall continue in full force and effect from year to year thereafter unless written notice of desire to change is served by either party upon the other sixty (60) days prior to the annual date of expiration.

CITY OF MASON CITY, IOWA

**TEAMSTERS LOCAL UNION NO. 238
(POLICE DEPARTMENT)**

By: _____
Bill Schickel, Mayor

By: _____
"UNION"

ATTEST:

Aaron Burnett, City Administrator

By _____
"UNION"

SCHEDULE "A"

Effective the first day of the pay period which begins between the dates of June 23 and July 6, inclusive, of each year.

<u>I. WAGES</u>	Effective:	<u>July, 2025</u>	<u>July, 2026</u>
<u>A. Division #1 - Utility Worker</u>			
Starting		\$ 26.92	TBD
1 year		\$ 27.63	
3 years		\$ 28.37	
5 years		\$ 29.09	
7 years		\$ 29.82	
<u>B. Division #2 - CSO</u>			
Starting		\$ 21.77	TBD
1 year		\$ 22.51	
2 years		\$ 23.20	
3 years		\$ 23.78	
4 years		\$ 24.29	
10 years		\$ 24.96	
15 years		\$ 25.74	
20 years		\$ 27.28	
22 years		\$ 27.97	
<u>C. Division #3 - Police Officers</u>			
Starting		\$ 33.19	TBD
1 year		\$ 36.15	
2 years		\$ 38.63	
3 years		\$ 39.17	
4 years		\$ 39.44	
5 years		\$ 39.82	
6 years		\$ 40.16	
7 years		\$ 40.51	
8 years		\$ 40.89	
9 years		\$ 41.16	
10 years		\$ 41.53	
12 years		\$ 44.15	
<u>D. Division #5 - Sergeants</u>			
		<u>July, 2025</u>	<u>July, 2026</u>
		Min: \$ 45.16 / Max: \$ 49.75	TBD

- Upon promotion to Sergeant, receive the greater of a 10% wage increase or the minimum wage rate of the range.
- Additional annual step increase of 2.5% awarded each anniversary of assignment to Sergeant.
- No employee will be paid greater than the maximum wage rate of the range.

SCHEDULE "A"

II. COLLEGE CREDITS

- A. College Credits - Divisions 3 and 5. Employees in Divisions 3 and 5 who earn a college credit toward a degree in Police Science will be paid one dollar (\$1.00) per semester credit hour per month with a maximum of sixty dollars (\$60.00) per month.

- B. College Credits - Divisions 1 and 2. Employees in all divisions except Division 3 are eligible to earn a college credit of eighty-five cents (\$0.85) per semester credit hour per month with a maximum of fifty-one dollars (\$51.00) per month. College courses that qualify must be job related and must have prior approval of the Chief or his designee. Credit will be given for college courses previously taken that are approved by the Chief, but the payment will only be fifty percent (50%) or 42.5 cents per semester hour credit hours.

III. REGULAR RATE OF PAY

Regular Rate of Pay for the purpose of this Agreement for employees in Divisions 1 and 2 shall mean wages as specified in this Schedule "A." Regular rate of pay for employees in Department 3 and 5 in addition to wages specified in Schedule "A" shall also include college credits in the amounts and where applicable.

City of Mason City
Finance Department

Memorandum

To: Aaron Burnett, City Administrator
From: Rachel VanHauen, Grant Administrator
Through: Brent Hinson, Finance Director
Date: February 11, 2025
RE: 2025 Healthcare Credentialing Grant

Recommendation:

Authorize submission of a Healthcare Credentialing Grant application to assist with training and credentialing of staff.

Review:

The purpose of the 2025 Iowa Healthcare Credentialing Grant is to support healthcare employers to lead rapid entry training and education projects to equip new and/or upskill current healthcare employees to meet high-demand healthcare needs. The goal is to support implementation of registered apprenticeship or employer led earn and learn programs to address those needs. The Mason City Fire Department would like to use this opportunity to expand existing models and train 6 EMTs and 1 paramedic.

Budget Impact:

The total cost for the program is \$122,873.00. The grant request is \$98,298.40. The required 25% match from the city (\$24,574.60) to be allocated from the Fire Department operating budget.

Council Action Requested:

Approval to apply for funding from the 2025 Healthcare Credentialing Grant in an amount of up to \$98,298.40, approving the City's match of \$24,574.60, and execution upon approval of the Iowa Department of Workforce Development.

Rachel VanHauen
Rachel VanHauen, Grant Administrator

A handwritten signature in cursive script, appearing to read 'Rachel VanHauen', written over a horizontal line.

Reviewed and Recommend Approval

RESOLUTION NO. 25 -

A RESOLUTION SUPPORTING AN APPLICATION FOR A
2025 IOWA HEALTHCARE CREDENTIALING GRANT
APPLICATION TO ASSIST WITH TRAINING AND
CREDENTIALING OF STAFF

WHEREAS, the 2025 Iowa Healthcare Credentialing Grant helps support healthcare employers to lead rapid entry training and education projects to equip new and/or upskill current healthcare employees to meet high-demand healthcare needs; and

WHEREAS, the goal of the 2025 Iowa Healthcare Grant is to support implementation of registered apprenticeship or employer led earn and learn programs to address those needs; and

WHEREAS, the Mason City Fire Department would like to use this opportunity to expand existing models and train 6 EMTs and 1 Paramedic; and

WHEREAS, the City Council hereby authorizes and approves the 25% match to be allocated from the Fire Department operating budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MASON CITY, IOWA:

Section 1: That the City of Mason City will, upon grant award, provide the necessary local match funds of \$24,574.60.

Section 2: That the application and submission of said application for funds, should be and the same is hereby approved.

Section 3: That the Mayor and City Clerk are hereby authorized and directed to execute the necessary documents.

PASSED AND APPROVED this 18th day of February, 2024.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

City of Mason City
Operations and
Maintenance Department

Memorandum

To: Aaron Burnett, City Administrator
From: Jim Collins, Public Works Director
Date: 2/10/2025
RE: Purchase of Replacement ¾ Ton Parks Truck

Recommendation:

It is recommended that the City Council approve the purchase of one new ¾ ton truck for the Parks Department from Mason City Ford, Mason City, Iowa for \$44,583.60.

Review:

The Capital Improvement portion of the 2025 budget allocated funds for the purchase of replacement equipment for the Parks Department. The new Parks truck would replace an unserviceable 2004 Chevrolet ¾ ton truck.

The quotes for the new truck are listed below:

Mason City Ford/Dodge (Ford F-250):	\$44,583.60
Pritchard GMC:	Declined to bid
Schukei Chevrolet:	No bid returned

The sole bid meets all specifications and comes in under the state bid price.

Budget Impact:

This is a budgeted project and funding will come from Parks Equipment Replacement CIP included in the 2025 budget.

Council Action Requested:

It is recommended that the City Council approve the purchase of one new ¾ ton truck from Mason City Ford/Dodge from Mason City, Iowa for \$44,583.60.

Jim Collins

Jim Collins, Public Works Director

Aaron Burt

Reviewed and Recommend Approval

RESOLUTION NO. 25 –

A RESOLUTION APPROVING THE PURCHASE OF AN F250 ¾ TON PICKUP TRUCK FROM MASON CITY FORD OF MASON CITY, IOWA FOR THE PARKS DEPARTMENT

WHEREAS, the City of Mason City did request proposals for a F-250 ¾ Ton Pickup Truck for the Parks Department, and

WHEREAS, Mason City Ford of Mason City, Iowa submitted the most responsive proposal;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mason City, Iowa:

Section 1: That the City Council of the City of Mason City, Iowa does hereby approve the purchase of a F250 ¾ ton pickup truck from Mason City Ford of Mason City, Iowa in the amount of \$44,583.60.

Section 2: That the Mayor is authorized and Clerk hereby directed to execute said contract/purchase said contract/purchase not to be binding on the City until approved by this Council.

PASSED AND APPROVED this 18th day of February, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

City of Mason City
Development Services Department

Memorandum

To: Aaron Burnett, City Administrator
From: Steven J. Van Steenhuysen, Director of Development Services
Date: February 10, 2025
RE: Urban Revitalization Tax Abatement Program Applications - 2024

Recommendation:

Staff respectfully requests City Council approval of 36 applications for property tax abatement, as provided for in the City's Urban Revitalization Tax Abatement Plan.

Review:

The City's Urban Revitalization Tax Abatement Plan allows residential and commercial properties located within the City's Urban Revitalization areas to apply for tax abatement on the increased value resulting from improvements made to real property. Mason City's Urban Revitalization Area includes all residential areas, as well as Downtown and the older commercial corridors along highways US 65 and IA 122. Only the newer commercial developments on the far West Side of Mason City and the industrial areas are not within the eligible district.

In 2019, the Urban Revitalization Plan was amended to create the Multi-Residential Housing Focus Area, which is coterminous with the boundaries of the Downtown Reinvestment Urban Renewal Area. Within this focus area, developments creating three or more dwelling units are eligible for a 10-year, 100 percent tax abatement. There were, however, no applications for Urban Revitalization in the Housing Focus Area in 2024.

To be eligible for the tax abatement, the improvements must increase the assessed value of the property as follows:

- By at least 10% for single family, duplex or condominium property (there is a \$75,000 cap on the value that can be abated for single family/duplex/condo construction, which is waived for qualifying improvements to historic or blighted property)

- By at least 10% for any multi-family property that meets the statutory definition of “assisted living” (i.e., independent senior living, assisted senior living, skilled nursing care, etc.)
- By at least 15% for all other multi-family property
- By at least 15% for all commercial property
- For multi-family property in the Multi-Residential Focus Area, creation of three or more dwelling units is eligible for the 10-year, 100% abatement

Upon approval of the applications by the City Council, the City Assessor will review each application and determine if the above thresholds are met. It is possible that one or more of the applications submitted will not meet the minimum qualifications.

The City received a total of 46 applications; however, ten of the applications were for solar arrays (nine for residences and one for a business). We have been informed by the City Assessor that the increase in value resulting from solar installations are automatically abated for five years. Thus, we are not counting those applications for the purposes of the Urban Revitalization program. This results in 36 applications, compared to 34 applications in 2023, 14 applications in 2022, and 26 in 2021. The complete applications can be viewed in the Development Review Department. The applications for the 2024 program year are summarized in the attached table.

The applications break down as follows: 4 commercial projects, zero multiple family projects in the Multi-Residential Focus Area, 3 new single-family dwellings or attached condominiums, and 29 residential remodels or additions. This represents a total investment of \$3,317,968, broken down by \$605,000 in commercial investment, and \$2,712,968 in residential development. This is a significant decline from last year’s total of \$19,985,524. However, last year’s total was influenced by large projects such as the Amazon Fulfillment Center, the River II Apartments, and the Federal Avenue Rowhomes.

The qualifying single family, duplex, or condominium properties will receive a 5-year, 100% abatement of taxes, provided that the increase in value meets threshold requirements as determined by the City Assessor (with a \$75,000 cap for new construction). The qualifying commercial and multi-family properties can select either a 10-year sliding scale abatement (80% abatement of taxes resulting from the increased value in the first year, 70% in the second year, etc.) or a 3-year, 100% tax abatement resulting from the increased value.

In 2023 the Legislature amended the Urban Revitalization Law. As of July 1, 2024, Urban Revitalization benefits will only abate City taxes, instead of both City and School taxes. This reduced the potential benefit to less than half of the prior benefit. In addition, the new legislation requires that any approved commercial tax abatement must be

accompanied by a Minimum Assessment Agreement between the City, the property owner, and the City Assessor. Staff has drafted Minimum Assessment Agreements for the four commercial applications, which will have to be signed by each commercial applicant prior to receiving the abatement.

The Urban Revitalization Plan requires that properties located in both the Urban Revitalization District and the urban renewal areas (the TIF districts) be reviewed separately by the Finance Director and the Development Services Director. This is to ensure that use of City incentives meets City goals and that the overall tax base in the Urban Renewal Area is preserved. Eleven of the applications (8 residential and 3 commercial) are for properties in urban renewal areas. I have reviewed these applications with Brent Hinson. We have determined that providing Urban Revitalization benefits to these owners will not impact the City's TIF program, and we recommend their approval. Attached is a Certificate of Recommendation that identifies these properties.

Budget Impact:

There is no direct budget impact associated with this program, but it will exempt payment of new property taxes generated by the real property improvements for a period of years. However, additional taxes will be collected from three new residential projects on the value remaining after the first \$75,000 in value is exempted. This translates to approximately \$605,000 in new residential value added to the tax rolls as of January 1, 2025.

Council Action Requested:

Staff respectfully recommends City Council approval of 36 applications for property tax abatement as provided for in the City's Urban Revitalization Tax Abatement Program.

Attachments:

1. Table: 2024 Applications
2. Certificate of Recommendation for properties in the Urban Revitalization District and the Urban Renewal Area



Steven J. Van Steenhuyse
Director of Development Services



Reviewed and Recommend Approval

URBAN REVITALIZATION 2024 RESIDENTIAL APPLICATIONS

Project Address	Applicant	New/ Existing	Investment	Taxable Amt.
1743 HILLCREST DR	BARRAGY JOSEPH E	Existing	\$ 9,925.00	
823 E STATE ST	BEEMER VALERIE & AARON	Existing	\$ 45,000.00	
50 GRANITE CT	BUFFINGTON JASON & MEGAN	Existing	\$ 14,956.00	
220 S TENNESSEE AVE	BUSICK KENNETH & DALE	Existing	\$ 56,000.00	
120 WOODBINE	COOLEY JACK & JENNIFER	Existing	\$ 54,996.00	
435 20TH PL SW	CROSS CAROLINE & JUSTIN	Existing	\$ 8,250.00	
2 ARROWWOOD	DOERFLER STEPHEN & LAURA	Existing	\$ 68,729.00	
2314 N CAROLINA AVE	ERNST JOEL	Existing	\$ 150,000.00	
840 S POLK AVE	FIELDS RACHEL A	Existing	\$ 8,000.00	
525 RIVERBEND CT	FLITCROFT VICKI	New	\$ 400,000.00	\$ 100,000.00
530 RIVERBEND CT	HOLLINGER AMY & MICHAEL	New	\$ 370,000.00	\$ 92,500.00
503 16TH ST NW	HUTCHISON LORI R	Existing	\$ 120,000.00	
1181 14TH ST SE	JILEK CHRIS & DEBRA	Existing	\$ 10,000.00	
503 N WASHINGTON AVE	JOHNSON KIRK & GRAVES, KATHLEEN	Existing	\$ 50,000.00	
706 ASPEN CT	JORGENSEN JAMES & DOREEN	New	\$ 590,000.00	\$ 147,500.00
708 4TH ST SW	KINDSCHUH ANN M	Existing	\$ 54,886.00	
948 BIRCH DR	LEE NANCY & BERT	Existing	\$ 22,221.00	
252 20TH ST SE	MARCHANT JEREMY & ANGELA	Existing	\$ 10,000.00	
1533 PLYMOUTH RD	MARINER ALEX & SARA	Existing	\$ 50,000.00	
328 28TH ST SW	MEINECKE BRENT & CAROL	Existing	\$ 30,765.00	
1526 S TAFT AVE	NORTH IOWA CORRIDOR ECONOMIC DEVELOPMENT CORP	Existing	\$ 120,000.00	
316 5TH ST NW	NORTH IOWA CORRIDOR ECONOMIC DEVELOPMENT CORP	Existing	\$ 120,000.00	
220 12TH ST SE	NORTH IOWA CORRIDOR ECONOMIC DEVELOPMENT CORP	Existing	\$ 120,000.00	
1039 15TH ST NE	NOSS ARLENE K	Existing	\$ 13,090.00	
622 S TENNESSEE PL	OCHOA RICHARD & ECHO	Existing	\$ 20,000.00	
1220 9TH ST SW	PETTEY JOHN & SUSAN	Existing	\$ 6,000.00	
817 S INDIANA AVE	PRALLE DEBBIE L	Existing	\$ 25,000.00	
220 23RD ST SW	RUITER PATRICK J	Existing	\$ 100,000.00	
317 5TH ST NW	TDK REAL ESTATE LLC	Existing	\$ 5,500.00	

Project Address	Applicant	New/ Existing	Investment	Taxable Amt.
2120 S GEORGIA AVE	WHITTLE JENNA	Existing	\$ 650.00	
807 5TH ST SE	WISE JASON & LYNN	Existing	\$ 16,000.00	
505 S PRESIDENT AVE	ZIRBEL SANDRA & GERALD	Existing	\$ 43,000.00	
TOTAL INVESTMENT			\$ 2,712,968.00	
TOTAL TAXABLE				\$ 340,000.00

URBAN REVITALIZATION 2024 COMMERCIAL APPLICATIONS¹

Project Address	Applicant	Investment
810 12TH ST NW	PETREE, STACY	\$ 410,000.00
600 2ND ST NW	RIVER CITY ROLLER CITY LLC	\$ 65,000.00
215-217 19TH ST SW	TIERNEY DOWNTOWN LLC	\$ 50,000.00
1625 N FEDERAL AVE	YK COMMERCIAL PROPERTIES	\$ 80,000.00
TOTAL INVESTMENT		\$ 605,000.00

¹ Subject to approval of a Minimum Assessment Agreement between the applicant, the City, and the City Assessor

RECOMMENDATION FOR APPROVAL
MASON CITY URBAN REVITALIZATION TAX ABATEMENT PROGRAM
2024

WHEREAS, pursuant to Section 10 of the Mason City Combined, Amended and Restated Urban Revitalization Plan, an application for Urban Revitalization tax abatement for a property also located within a Mason City Urban Renewal Area must be reviewed and recommended for approval to the City Council by the City Finance Director and the Development Services Director; and

WHEREAS, the following applications for Urban Revitalization tax abatement have been received from properties located within a Mason City Urban Renewal Area:

<u>Property Owner</u>	<u>Site Address</u>
Fields, Rachel A	840 S Polk Ave
Johnson, Kirk & Graves, Kathleen	503 N Washington Ave
Kindschuh, Ann M	708 4th St SW
North Iowa Corridor Economic Development Corp	1526 S Taft Ave
North Iowa Corridor Economic Development Corp	316 5th St NW
Petree, Stacy	810 12th St NW
Petty, John & Susan	1220 9th St SW
River City Roller City LLC	600 2nd St NW
TDK Real Estate LLC	317 5th St NW
YK Commercial Properties	1625 N Federal Ave
Zirbel, Sandra & Gerald	505 S President Ave

and,

WHEREAS, City Finance Director Brent Hinson and Development Services Director Steven J. Van Steenhuyse have reviewed the above applications and have determined that approval of Urban Revitalization tax abatement would not have a negative impact on the City's tax base, would not inhibit the ability of the City to meet financial obligations within any Mason City Urban Renewal Area, and would not impact the orderly planning and development of lands within any Mason City Urban Renewal Area.

NOW, THEREFORE, we, Brent Hinson and Steven J. Van Steenhuyse, do hereby recommend to the City Council approval of the above listed applications for tax abatement under the City's Urban Revitalization program.

SIGNED this 12th day of February, 2025.



Brent Hinson
Finance Director



Steven J. Van Steenhuyse
Development Services Director

RESOLUTION NO. 25 -

A RESOLUTION GRANTING PRELIMINARY APPROVAL FOR TAX ABATEMENTS ALLOWED UNDER THE MASON CITY URBAN REVITALIZATION TAX ABATEMENT PROGRAM FOR PROPERTIES LISTED IN SECTION 1 IN THE CITY OF MASON CITY, IOWA

WHEREAS, as set out in Chapter 403, Code of Iowa, tax abatements may be offered to qualified properties in a designated Revitalization area, for improvements to properties, and

WHEREAS, preliminary approval must be obtained from the City Council before improvements have been made, and

WHEREAS, said preliminary approval does not entitle owners to abatement from taxation until improvements have been completed and found to qualify for said abatements, and

WHEREAS, said applications shall be forwarded to the City Assessor for a review, and

WHEREAS, applications are now on file in the Clerk's office to be preliminarily approved and forwarded to the City Assessor;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mason City, Iowa:

Section 1:

**URBAN REVITALIZATION 2024
RESIDENTIAL APPLICATIONS**

Project Address	Applicant	New/ Existing	Investment	Taxable Amt.
1743 HILLCREST DR	BARRAGY JOSEPH E	Existing	\$ 9,925.00	
823 E STATE ST	BEEMER VALERIE & AARON	Existing	\$ 45,000.00	
50 GRANITE CT	BUFFINGTON JASON & MEGAN	Existing	\$ 14,956.00	
220 S TENNESSEE AVE	BUSICK KENNETH & DALE	Existing	\$ 56,000.00	
120 WOODBINE	COOLEY JACK & JENNIFER	Existing	\$ 54,996.00	
435 20TH PL SW	CROSS CAROLINE & JUS- TIN	Existing	\$ 8,250.00	
2 ARROWWOOD	DOERFLER STEPHEN & LAURA	Existing	\$ 68,729.00	
2314 N CAROLINA AVE	ERNST JOEL	Existing	\$ 150,000.00	
840 S POLK AVE	FIELDS RACHEL A	Existing	\$ 8,000.00	
525 RIVERBEND CT	FLITCROFT VICKI	New	\$ 400,000.00	\$ 100,000.00
530 RIVERBEND CT	HOLLINGER AMY & MI- CHAEL	New	\$ 370,000.00	\$ 92,500.00
503 16TH ST NW	HUTCHISON LORI R	Existing	\$ 120,000.00	
1181 14TH ST SE	JILEK CHRIS & DEBRA	Existing	\$ 10,000.00	

Project Address	Applicant	New/ Existing	Investment	Taxable Amt.
503 N WASHINGTON AVE	JOHNSON KIRK & GRAVES, KATHLEEN	Existing	\$ 50,000.00	
706 ASPEN CT	JORGENSEN JAMES & DOREEN	New	\$ 590,000.00	\$ 147,500.00
708 4TH ST SW	KINDSCHUH ANN M	Existing	\$ 54,886.00	
948 BIRCH DR	LEE NANCY & BERT	Existing	\$ 22,221.00	
252 20TH ST SE	MARCHANT JEREMY & AN- GELA	Existing	\$ 10,000.00	
1533 PLYMOUTH RD	MARINER ALEX & SARA	Existing	\$ 50,000.00	
328 28TH ST SW	MEINECKE BRENT & CAR- OL	Existing	\$ 30,765.00	
1526 S TAFT AVE	NORTH IOWA CORRIDOR ECONOMIC DEVELOP- MENT CORP	Existing	\$ 120,000.00	
316 5TH ST NW	NORTH IOWA CORRIDOR ECONOMIC DEVELOP- MENT CORP	Existing	\$ 120,000.00	
220 12TH ST SE	NORTH IOWA CORRIDOR ECONOMIC DEVELOP- MENT CORP	Existing	\$ 120,000.00	
1039 15TH ST NE	NOSS ARLENE K	Existing	\$ 13,090.00	
622 S TENNESSEE PL	OCHOA RICHARD & ECHO	Existing	\$ 20,000.00	
1220 9TH ST SW	PETTEY JOHN & SUSAN	Existing	\$ 6,000.00	
817 S INDIANA AVE	PRALLE DEBBIE L	Existing	\$ 25,000.00	
220 23RD ST SW	RUITER PATRICK J	Existing	\$ 100,000.00	
317 5TH ST NW	TDK REAL ESTATE LLC	Existing	\$ 5,500.00	
2120 S GEORGIA AVE	WHITTLE JENNA	Existing	\$ 650.00	
807 5TH ST SE	WISE JASON & LYNN	Existing	\$ 16,000.00	
505 S PRESIDENT AVE	ZIRBEL SANDRA & GERALD	Existing	\$ 43,000.00	
	TOTAL INVESTMENT		\$ 2,712,968.00	
	TOTAL TAXABLE			\$ 340,000.00

URBAN REVITALIZATION 2024 COMMERCIAL APPLICATIONS¹

Project Address	Applicant	Investment
810 12TH ST NW	PETREE, STACY	\$ 410,000.00
600 2ND ST NW	RIVER CITY ROLLER CITY LLC	\$ 65,000.00
215-217 19TH ST SW	TIERNEY DOWNTOWN LLC	\$ 50,000.00
1625 N FEDERAL AVE	YK COMMERCIAL PROPERTIES	\$ 80,000.00
	TOTAL INVESTMENT	\$ 605,000.00

¹ Subject to approval of a Minimum Assessment Agreement between the applicant, the City, and the City Assessor

PASSED AND APPROVED this 18th day of February, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

City of Mason City
Development Services Department

Memorandum

To: Aaron Burnett, City Administrator
From: Steven J. Van Steenhuyse, Director of Development Services
Date: February 11, 2025
RE: Development Agreement with the North Iowa Corridor Housing
Development Corporation for Development of 537 4th Street NE

Recommendation:

Staff respectfully requests approval of the Resolution approving the Development Agreement with the North Iowa Corridor Housing Development Corporation (NICHDC) for development of 537 4th Street NE.

Review:

The City acquired 537 4th Street NE along with several other properties in this block to mitigate a potential public danger related to the retaining wall on the City right-of-way. The property in question actually consists of two lots; the lot to the west is vacant and could be developed separately, or in combination with the lot just to the west, which is also City owned (and proposed for sale to NICHDC). The house on the east lot is generally in turnkey condition and therefore was not proposed for moving to another lot or for demolition.

On February 4, the City Council approved Resolution #25-19, which approved a Real Estate Purchase Agreement for the sale of 537 4th Street NE to the North Iowa Corridor Housing Development Corporation. The Real Estate Purchase Agreement stated certain obligations of the City and NICHDC. The attached Development Agreement sets forth these obligations in sufficient detail to ensure that the house is developed in accordance with the City's goals for 1) eliminating the hazard due to the 4th Street NE retaining wall, and 2) for providing housing that is affordable to the workforce.

The property was sold to NICHDC for \$100,000, which the Development Agreement states will be paid to the City when NICHDC sells it to a third party. In the meantime, NICHDC has 12 months to renovate the home and obtain a certificate of occupancy. The

Development Agreement states, "Development of the property by the Corridor shall include removing the staircase accessing the front door and enclosing the opening of the garage access in the front of the house and incorporating it into the foundation walls, at the beginning of the project and as soon as possible, to allow for grading of the front yard by the City." Upon sale of the property to a third party, the Agreement requires the buyer to commit (via a deed restriction) to maintain it as owner occupied and will not be allowed to offer it for rent for a period of 20 years.

The City agrees to remove the retaining wall and "construct a low-profile modular block wall, and repair or replace the sidewalk as necessary. After the Corridor has enclosed the garage opening, the City will provide fill and grading as necessary to create a safe and maintainable slope behind the modular block wall." The City also commits to replacing a segment of the water service line to the house and installing new water and sanitary sewer service lines for a future house to be moved onto the vacant lots west of the house.

Budget Impact:


There is no impact to the operating budget resulting from this action.

Council Action Requested:

Staff respectfully requests approval of the Resolution approving the Development Agreement with the North Iowa Corridor Housing Development Corporation (NICHDC) for development of 537 4th Street NE.

Attachments:

1. Development Agreement



Steven J. Van Steenhuyse, AICP
Director of Development Services



Reviewed and Recommend Approval

RESOLUTION NO. 25 –

RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A DEVELOPMENT AGREEMENT
BY AND BETWEEN THE CITY OF MASON CITY
AND THE NORTH IOWA CORRIDOR HOUSING
DEVELOPMENT CORPORATION (NICHDC) FOR
DEVELOPMENT OF 537 4TH STREET NORTHEAST

WHEREAS, the City Council of the City of Mason City, Iowa desires to enter into a development agreement with the North Iowa Corridor Housing Development Corporation for development of 537 4th Street Northeast;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MASON CITY, IOWA:

Section 1. That the attached Development Agreement be and the same is hereby approved.

Section 2. That the Mayor is authorized and the City Clerk hereby directed to execute the necessary documents.

PASSED AND APPROVED this 18th day of February, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

**DEVELOPMENT AGREEMENT
BETWEEN THE CITY OF MASON CITY, IOWA
AND**

THE NORTH IOWA CORRIDOR HOUSING DEVELOPMENT CORPORATION

This Agreement is entered into between the City of Mason City, Iowa (the “City”) and the North Iowa Corridor Housing Development Corporation (the “Corridor”) as of the ___ day of _____, 2025 (the “Commencement Date”).

WHEREAS, on October 24, 2024, the City took title to the following described property, for the purpose of eliminating a threat to public safety caused by a deteriorating and hazardous retaining wall at the front of the property:

LOT ONE (1) IN BLOCK TWO (2) IN J.V. MUMFORD'S ADDITION TO MASON CITY, IOWA, AND LOT THREE (3), EXCEPT THE SOUTH TEN (10) FEET THEREOF, IN THE SUBDIVISION OF LOT ONE (1) IN THE SUBDIVISION OF THE NORTHEAST QUARTER (NE ¼) OF THE NORTHWEST QUARTER (NW ¼) OF SECTION TEN (10) IN TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY (20) WEST OF THE 5th P.M.

commonly known as 537 4th Street NE (Parcel Nos. 071012800900, the “West Parcel,” and 071012801000, the “East Parcel”), hereinafter referred to collectively as the “Property;” and

WHEREAS, the East Parcel of the Property contains a house in such a condition that it can be renovated and made available for occupancy after the removal of the deteriorating and hazardous retaining wall and after regrading the site; and

WHEREAS, on November 19, 2024, via Resolution #24-228, the City Council of Mason City adopted the Policy Agenda for Calendar Years 2025 and 2026 for the City of Mason City, which includes a Policy to “Continue to Promote Broad-Based Housing Initiatives with Focus on Increased Owner-Occupied Development;” and

WHEREAS, preservation, rehabilitation, and sale of the Property to a private owner-occupant conforms to the above referenced Policy; and

WHEREAS, the mission of the Corridor aligns with the above referenced Policy; and

WHEREAS, after due notice and solicitation of bids as required for sale of public property located within an Urban Renewal Area pursuant to Iowa Code Section 403.8, and after a public hearing held on February 4, 2025, the City Council of Mason City approved Resolution #25-19, whereby the City was authorized to sell the Property to the Corridor; and

WHEREAS, development of the property is consistent with the Forest Park Urban Renewal Plan, as adopted by the City Council and last amended via Resolution #24-225, to benefit low- to moderate-income families; and

WHEREAS, sale of the Property is subject to a Real Estate Purchase Agreement between the City and the Corridor dated the ____ of February, 2025, which sets forth commitments of both parties relative to sale by the City of the Property to the Corridor, elimination of the deteriorated and hazardous retaining wall, grading of the property, and necessary renovations to prepare the property for resale by the Corridor to a third party purchaser.

NOW, THEREFORE, the parties hereto agree, as follows:

A. Corridor's Covenants

1. **Purchase.** Pursuant to the Real Estate Purchase Agreement, the Corridor will pay the City the Purchase Price of one hundred thousand dollars (\$100,000.00) for the Property. The method of payment shall be one dollar (\$1) down at closing, with the balance of the Purchase Price to be paid to the City upon real estate closing of the sale of the Property by the Corridor to a third-party purchaser.
2. **Development of the Property.** The Corridor agrees to rehabilitate the Property, at its sole expense, as necessary to obtain a certificate of occupancy for the house on the East Parcel issued by the City within twelve (12) months from the date of the deed conveying the Property is filed with the Cerro Gordo County Recorder, subject to such reasonable extensions the City and the Corridor may mutually agree upon, in writing. The Corridor's development of the Property shall comply with all relevant provisions of the City Code of the City of Mason City, Iowa and the Corridor shall obtain all necessary permits and undergo all necessary inspections. Development of the property by the Corridor shall include removing the staircase accessing the front door and enclosing the opening of the garage access in the front of the house and incorporating it into the foundation walls, at the beginning of the project and as soon as possible, to allow for grading of the front yard by the City.
3. **Grant of Access.** The Corridor grants the City the right of its employees and contractors to access the Property as necessary, for the purposes of removing the deteriorating and hazardous retaining wall, re-grading the property to a safe and maintainable slope, repairing or replacing the sidewalk at the front of the Property, and to replace the segment of the water service line from the main to the property line serving the house on the Property.
4. **West Parcel.** The Corridor will cooperate with the City and take actions as necessary to preserve the ability of the City, the Corridor, or the City and Corridor collectively, to construct or move a house onto the West Parcel. Upon such development of the West Parcel, the Corridor shall deed the West Parcel separately from the East Parcel, to allow it to be sold to a third party purchaser. In addition, the Corridor shall cooperate with the City by granting such boundary line adjustments as may be necessary to allow for development of the City-owned property west of the West Parcel, commonly known as 524 4th Street NE, by the City, the Corridor, or the City and Corridor collectively.
5. **Ownership During Development.** Until such time development of the Property is complete and a certificate of occupancy issued, the Corridor shall not encumber the Property by lien, mortgage, or other similar debt obligation, nor sell the Property to a third party, without the express written consent of the City.

6. **Sale**. The Corridor acknowledges that the original acquisition of the Property by the City, sale of the Property to the Corridor, and subsequent sale of the Property to a third party is subject to the Forest Park Urban Renewal Area Plan, as amended. The Corridor hereby represents that the Property will be offered to income-qualified families for occupancy at price levels affordable to families of Low and Moderate Income, as determined by the U. S. Department of Housing and Urban Development. The Corridor commits to undertaking such procedures necessary to ensure that the sale complies with the Forest Park Urban Renewal Area Plan.
7. **Owner Occupancy**. The Corridor commits that, upon sale of each parcel to a third party purchaser, the conveyance will be subject to and together with the following negative easements, which (A) are binding for a period of 20 years following the recordation of the deed; (B) are covenants running with the land; (C) are binding upon grantee, her successors and assigns; and (D) inure to the benefit of grantor and grantor's successors and assigns: the Real Estate may not be leased for residential purposes, and to the extent it is used for residential purposes, it must be used for such purpose by the titleholder.

B. City's Covenants

1. **Removal of Retaining Wall and Re-Grading**. The City commits, at its sole expense, to remove the deteriorating and hazardous retaining wall in front of the Property, construct a low-profile modular block wall, and repair or replace the sidewalk as necessary. After the Corridor has enclosed the garage opening, the City will provide fill and grading as necessary to create a safe and maintainable slope behind the modular block wall. At such time as construction allows, the City will spread topsoil and seed the disturbed area(s) of the West Parcel with a mix suitable for the finished grade.
2. **Water and Sanitary Sewer Service**. The City at its sole cost agrees to replace a segment of the water service line serving the house on the East Parcel. Further, the City agrees to provide at its sole cost a new water and sanitary sewer service extending from the mains to the property line of the West Parcel to serve a house, either of new construction or one moved to the West Parcel.

C. Default Provisions

1. **Events of Default**. The following shall be "Events of Default" under this Agreement, and the term "Event of Default" shall mean, whenever it is used in this Agreement (unless otherwise provided), any one or more of the following events:
 - a. Failure by the Corridor to complete development of the Property pursuant to the terms and conditions of this Agreement.
 - b. Failure by the Corridor to observe or perform any other material covenant on its part, to be observed or performed hereunder.
2. **Notice and Remedies**. Whenever any Event of Default described in this Agreement occurs, the City shall provide written notice to the Corridor describing the cause of the default and the steps that must be taken by the Developer in order to cure the default.

The Corridor shall have thirty (30) days after receipt of the notice to cure the default or to provide assurances satisfactory to City that the default will be cured as soon as reasonably possible. If the Corridor fails to cure the default or provide assurances, City shall then have the right to pursue any action available to it, at law or in equity, in order to enforce the terms of this Agreement.

D. Administrative Provisions

1. **Amendment and Assignment.** Neither party may cause this Agreement to be amended, assigned, assumed, sold or otherwise transferred without the prior written consent of the other party.
2. **Successors.** This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.
3. **Term.** The term (the "Term") of this Agreement shall commence on the Commencement Date of this Agreement and end upon final sale and closing by the Corridor of both East and West parcels to third party purchasers.
4. **Choice of Law.** This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

The City and the Developer have caused this Agreement to be signed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF MASON CITY, IOWA

By: _____
Mayor

Attest:

City Clerk

NORTH IOWA CORRIDOR HOUSING DEVELOPMENT CORPORATION

By: _____

Its: _____

City of Mason City
Development Services Department

Memorandum

To: Aaron Burnett, City Administrator
From: Steven J. Van Steenhuyse, Director of Development Services
Date: February 12, 2025
RE: Resolution to Release a Notice of Bidding and Setting a Public Hearing:
Real Estate Purchase Agreement to sell City-owned Property at 527 4th
Street NE.

Recommendation:

Staff respectfully requests that the Council approve the resolution approving the publication of a Notice of Bidding and setting a Public Hearing date for April 1, 2025, to consider a Real Estate Purchase Agreement to sell City-owned property at 527 4th Street NE.

Review:

The City acquired 527 4th Street NE along with several other properties in this block to mitigate a potential public danger related to the retaining wall on the City right-of-way. This lot is just west of 537 4th Street NE, which contains a house that the City is selling to the North Iowa Corridor Housing Development Corporation (NICHDC). 537 4th Street NE actually consists of two parcels; the house is located on the east parcel. The west parcel is vacant, and is adjacent to the vacant parcel to the west of it, which has an address of 527 4th Street NE. The City intends to transfer the vacant 527 property to the NICHDC.

The NICHDC will then execute a boundary line adjustment so that a portion of the west parcel of 537 is combined with the vacant parcel at 527. This will result in a 75-foot-wide lot to accommodate a new house. NICHDC will then work with the City to move the existing house currently located at 549 4th Street NE onto this newly created parcel. NICHDC will renovate this house and offer it for sale to a family meeting low- to moderate-income guidelines. Upon the sale of the property to a new family, NICHDC will pay the City \$5,000. The proceeds over \$5,000 from that sale will be retained by the NICHDC for investment in future housing projects.

The property is within the expanded Forest Park Urban Renewal Area. Section 403.8 of the Iowa Code sets forth a process for sale of City-owned land within an Urban Renewal area. The City must offer the property for sale by publishing a Notice of Bids and providing a 30-day period during which bids may be submitted. The City may then accept the bid that it considers to be “in the public interest” (IC §403.8.2). The sale and redevelopment of the property must conform to the approved Forest Park Urban Renewal Plan. Redevelopment of the properties along this street was included in Amendment #3 to the Forest Park Urban Renewal Plan, approved in November, 2024.

The Real Estate Purchase Agreement sets forth the conditions allowing the sale of the property. It acknowledges the proposed price of \$5,000. Iowa Code Section 403.8 requires that City-owned land in an Urban Renewal Area cannot sell for less than “fair value.” Ultimately, “fair value” of a property is the highest amount that a buyer is willing to pay for it. Staff considers the proposed \$5,000 purchase price to be fair. Purchase of the property will place it back on the tax rolls and eliminate the City’s liability and responsibility to maintain it.

Iowa Code requires a 30-day bidding period. A Notice of Bids will be sent to the Globe-Gazette for publication, setting 1:00 PM on March 24, 2025, as the deadline for receiving bids. Staff will subsequently open the bids, if any are received. At the Council’s meeting on April 1, 2025, Staff will present any received bids together with the NICHDC’s already acknowledged bid of \$5,000, along with a recommendation of which bid is “in the public interest” (which is not necessarily the highest monetary bid).

If we do not receive any additional bids, then Staff will recommend that the Council accept the NICHDC bid and will recommend execution of the Real Estate Purchase Agreement. In the unlikely event that Staff recommends another bid, and the Council agrees that that bid should be considered, then the decision must be delayed so that a new notice can be published for consideration of the new bid at a future meeting. Staff would then draft a new Real Estate Purchase Development agreement for the recommended bidder.

Unless the City receives a more compelling bid by the deadline, Staff will recommend accepting the bid from the NICHDC.

Budget Impact:

There is no impact to the operating budget resulting from this action.

Council Action Requested:

Staff requests approval of the resolution approving the publication of a Notice of Bidding and setting a Public Hearing date for April 1, 2025, to consider a Real Estate Purchase Agreement to sell City-owned property at 537 4th Street NE.

Attachments:

1. Real Estate Purchase Agreement
2. Location Map



Steven J. Van Steenkuyse, AICP
Director of Development Services



Reviewed and Recommend Approval

RESOLUTION NO. 25 -

RESOLUTION (1) APPROVING THE COMPETITIVE CRITERIA AND PROCEDURES FOR DISPOSITION OF CERTAIN PROPERTY LOCATED WITHIN THE FOREST PARK URBAN RENEWAL AREA; (2) DETERMINING THAT THE PROPOSAL SUBMITTED BY THE NORTH IOWA CORRIDOR HOUSING DEVELOPMENT CORPORATION SATISFIES THE OFFERING REQUIREMENTS AND DECLARING THE INTENT OF THE CITY TO CONVEY THE PROPERTY TO THE NORTH IOWA CORRIDOR HOUSING DEVELOPMENT CORPORATION IN THE EVENT THAT NO COMPETING PROPOSALS ARE SUBMITTED; (3) ORDERING PUBLICATION OF A NOTICE OF COMPETITIVE BIDDING AND SOLICITING COMPETING PROPOSALS; AND (4) FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO ENTER INTO A PURCHASE, SALE, AND DEVELOPMENT AGREEMENT WITH THE NORTH IOWA CORRIDOR HOUSING DEVELOPMENT CORPORATION RELATED TO THE CONVEYANCE OF PROPERTY (527 4TH STREET NORTHEAST), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, by Resolution No. 93-48, adopted April 6, 1993, amended via Resolution No. 23-10 adopted June 20, 2023 and last amended via Resolution 24-224 adopted November 25, 2024, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Forest Park Urban Renewal Plan (the "Plan") for the Forest Park Urban Renewal Area (the "Urban Renewal Area") described therein; and

WHEREAS, it is desirable that properties within the Area be redeveloped as part of the overall redevelopment area covered by said Plan; and

WHEREAS, the City received a proposal from the North Iowa Corridor Housing Development Corporation (the "Buyer"), in the form of a proposed Purchase and Sale Agreement (the "Agreement") by and between the City and the Buyer, pursuant to which, among other things, the Buyer would agree to purchase certain City-owned property within the Urban Renewal Area (the "Real Estate"), as legally defined in the Agreement; and

WHEREAS, the Agreement further proposes that the City will sell the Real Estate to the Buyer under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, because the Real Estate is located within an urban renewal area, the City's sale of the Real Estate to Buyer is subject to the provisions of Iowa Code Section 403.8; and

WHEREAS, in order to comply with Iowa Code Section 403.8, the City is establishing reasonably competitive bidding procedures for the disposition of the Real Estate and inviting all persons interested in submitting a competing proposal for the sale and redevelopment of the Real Estate to submit a proposal meeting the requirements set forth herein; and

WHEREAS, to both recognize the firm proposal (in the form of the Agreement) from the Buyer for the disposition and redevelopment of the Real Estate already received by the City, and to give full and fair opportunity for other developers interested in submitting a proposal for the sale and redevelopment of the Real Estate, this Council should by this Resolution: (i) determine a fair value of the Real Estate, (ii) approve the minimum requirements for sale and redevelopment of the Real Estate, (iii) determine “reasonable competitive bidding procedures” for disposition of the Real Estate, and (iv) declare the City’s intent to accept the Agreement if no competing proposals are received; and

WHEREAS, the Council has determined that the Agreement is in the best interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and in furtherance of the Plan and the Urban Renewal Law and, further, that the Agreement and the City's performance thereunder is in furtherance of appropriate activities and objectives of the Plan within the meaning of Iowa Code Chapter 403, taking into account the factors set forth therein; and

WHEREAS, to comply with the procedural requirements of the Urban Renewal Law and other Iowa Code provisions, pursuant to Section 364.6 of the City Code of Iowa, it is deemed sufficient if the action hereinafter described be taken and the City Clerk publish notice of the proposal and of the time and place of the meeting at which the Council proposes to take action thereon and to receive oral and/or written objections from any resident or property owner of said City to such action.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF MASON CITY IN THE STATE OF IOWA:

Section 1. The Real Estate offered for sale and redevelopment in accordance with the terms and conditions contained in this Resolution and the Plan is legally described as follows:

LOT TWO (1) IN BLOCK TWO (2) IN J.V. MUMFORD'S ADDITION TO MASON CITY, IOWA

commonly known as 527 4th Street NE (Parcel No. 071012800800)

Section 2. This action of the Council shall be considered to be and does hereby constitute notice to all persons interested in bidding for the sale and redevelopment of the Real Estate of the opportunity to submit a proposal for purchase of the Real Estate meeting the requirements set forth herein. Written proposals for the purchase of the Real Estate must be received by the City Clerk at or before 1:00 P.M. on March 24, 2025. Said proposals must be received by the City Clerk's office, by mail or personal delivery to City Hall, 10 First Street NW, Mason City, Iowa 50401. Each proposal will then be publicly opened by the Clerk or the Clerk's designee at the hour of 1:00 P.M. in the City Clerk’s office, on that same date. The City Clerk, or the Clerk’s designee, is hereby authorized and directed to make a preliminary analysis of each such proposal for compliance with the minimum requirements established by this Council herein and to advise the Council with respect thereto. Said proposals will then be presented to the City Council during

a public hearing at the Council meeting which begins at 7:00 P.M. at the Council meeting on April 1, 2025. The Council shall judge the strength of the proposals meeting the foregoing minimum requirements by the criteria set forth above and shall make the final evaluation and selection of a proposal.

Section 3. It is hereby determined that in order to qualify for consideration for selection, each bidder must submit a proposal which contains terms no less favorable to the City than those set forth in the Agreement submitted by the Buyer and which must include and provide for the bidder's purchase of the Real Estate at not less than the fair value for use in accordance with the Plan.

Section 4. It is hereby determined, based on investigation by the City, that the proposed sale price of the Real Estate of \$5,000.00 in combination with the development obligations provided in the Agreement, is equal to or greater than fair value, and is hereby approved. The proposed sale price and the terms of payment as described in the Agreement are hereby approved.

Section 5. It is hereby determined that the Agreement submitted by the Buyer satisfies the requirements of this offering and is approved as to form, subject to modifications as determined appropriate by the City Council.

Section 6. It is hereby determined that the Buyer possesses the qualifications, financial resources and legal ability necessary to purchase and redevelop the Real Estate in the manner proposed by this offering and in accordance with the Plan.

Section 7. The City Clerk is hereby directed to cause at least one publication to be made of a notice of competitive bidding, in a legal newspaper having general circulation in the community, said publication to be at least thirty (30) days prior to the date competing proposals are due, which notice shall be in substantially the following form:

NOTICE OF COMPETITIVE BIDDING FOR THE DISPOSITION OF CERTAIN
PROPERTY LOCATED WITHIN THE MASON CITY UNIFIED URBAN
RENEWAL AREA PURSUANT TO MINIMUM DEVELOPMENT
REQUIREMENTS, COMPETITIVE CRITERIA, AND PROCEDURES

PUBLIC NOTICE is hereby given that the City of Mason City, Iowa (the "City") has received a proposal in the form of a purchase and sale agreement (the "Agreement") from the North Iowa Corridor Economic Development Corporation (the "Buyer") related to the sale and development of certain City-owned property (the "Real Estate"), which is located within the Forest Park Urban Renewal Area, locally known as 527 4th Street NE, Mason City, Iowa, and more particularly described as follows:

LOT TWO (1) IN BLOCK TWO (2) IN J.V. MUMFORD'S ADDITION TO MASON
CITY, IOWA

commonly known as 527 4th Street NE (Parcel No. 071012800800).

The Agreement proposes that the City would sell the Real Estate to Buyer for \$5,000.00 and in consideration of Buyer's other obligations under the Agreement, subject to the conditions outlined in the Agreement.

In order to comply with Iowa Code Section 403.8, the City has established reasonably competitive bidding procedures for the disposition of the Real Estate and all persons interested in submitting a proposal to compete for the purchase and redevelopment of the Real Estate may submit a proposal meeting the requirements set forth herein:

1. The Real Estate offered for sale and redevelopment is legally described above.
2. In order to qualify for consideration for selection, each bidder must submit a proposal that contains terms no less favorable to the City than those set forth in the Agreement submitted by Buyer, which Agreement is on file with the City Clerk, a copy of which is available by contacting the City Clerk's office at (641) 421-3600.
3. In order to qualify for consideration for selection, each bidder must submit a proposal that provides for the bidder's purchase of the Real Estate at not less than fair value in accordance with Iowa Code Section 403.8.
4. Written proposals for the purchase of the Real Estate must be received by the City Clerk's office at or before 1:00 PM on March 24, 2025, mailed or personally delivered to City Hall, 10 First Street NW, Mason City, IA 50401.

Each qualifying competing proposal received will be publicly opened by the City Clerk or her designee in the City Clerk's office at 1:00 P.M. on March 24, 2025, and will be presented to the City Council during a public hearing at a regular City Council meeting to be held on April 1, 2025, which begins at 7:00 P.M. The Council shall judge the strength of the proposals meeting the foregoing minimum requirements by the criteria set forth above and shall make the final evaluation and selection of a proposal.

In the event that no other qualified proposals are timely submitted, the City intends to enter into the Agreement and sell the Real Estate to Buyer on the terms proposed.

This notice is given by order of the City Council of the City of Mason City in the State of Iowa, as provided by Sections 364.6 and 403.8 of the Code of Iowa.

Dated this 18th day of February, 2025.

/s/Aaron Burnett
City Clerk, City of Mason City in the State of Iowa

(End of Notice)

Section 8. This action of the Council shall be considered to be and does hereby constitute notice to all concerned of the intention of this Council, in the event that no other qualified proposals are timely submitted, to accept the Agreement with the Buyer for the sale and redevelopment of the Real Estate, which Agreement is on file with the City Clerk, a copy of which is available by contacting the City Clerk's office at (641) 421-3600 or dblack@masoncity.net.

Section 9. That this Council shall hold a public hearing at its meeting which begins at 7:00 P.M. on April 1, 2025, in the Mason City Room, Public Library, 225 2nd Street SE, Mason City, Iowa, for the purpose of taking action on the matter of the proposal to enter into a Purchase and Sale Agreement with the North Iowa Corridor Housing Development Corporation. and convey real property thereunder.

Section 10. That the City Clerk is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in said City, said publication to be not less than four (4) clear days nor more than twenty (20) days before the date of said public meeting.

Section 12. The notice of the proposed action shall be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF MASON CITY IN THE STATE OF IOWA, ON THE MATTER OF THE PROPOSAL TO ENTER INTO A PURCHASE AND SALE AGREEMENT WITH THE NORTH IOWA CORRIDOR HOUSING DEVELOPMENT CORPORATION AND CONVEY REAL PROPERTY, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Mason City in the State of Iowa, will hold a public hearing before itself at its meeting which commences at 7:00 P.M. on April 1, 2023, in the Mason City Room, Public Library, 225 2nd Street SE, Mason City, Iowa, at which meeting the Council proposes to take action on the proposal to convey real property located within the Forest Park Urban Renewal Area to the North Iowa Corridor Housing Development Corporation. (the "Buyer") under the terms of a proposed Purchase and Sale Agreement (the "Agreement"). The Real Estate is legally described as:

LOT TWO (1) IN BLOCK TWO (2) IN J.V. MUMFORD'S ADDITION TO MASON CITY, IOWA

commonly known as 527 4th Street NE (Parcel No. 071012800800).

Pursuant to the terms of the Agreement, the City would sell the Real Estate to the Buyer for \$5,000.00, subject to the conditions in the Agreement.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of said City to the proposal to enter into the Agreement with the

Buyer. After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action on the proposal or will abandon the proposal to authorize said Agreement.

This notice is given by order of the City Council of the City of Mason City in the State of Iowa, as provided by Section 364.6 of the City Code of Iowa.

Dated this 18th day of February, 2025.

/s/Aaron Burnett
City Clerk, City of Mason City in the State of
Iowa

(End of Notice)

PASSED AND APPROVED this 18th day of February, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

REAL ESTATE PURCHASE AGREEMENT

This Real Estate Purchase Agreement (“Agreement”) is entered by and between the **CITY OF MASON CITY, IOWA**, an Iowa municipal corporation (“SELLER”), and **THE NORTH IOWA CORRIDOR HOUSING DEVELOPMENT CORPORATION** (“BUYER”), as of the date of last signature set forth below (“Effective Date”).

SELLER is the owner of that real property (“Property”) situated in the City of Mason City, Cerro Gordo County, Iowa, locally known as 527 4th Street NE, and legally described as follows:

LOT TWO (2) IN BLOCK TWO (2) IN J.V. MUMFORD'S ADDITION TO MASON CITY, IOWA

commonly known as 527 4th Street NE (Parcel No. 071012800800).

SELLER agrees to sell and BUYER agrees to purchase the Property, together with any easements and appurtenant servient estates, and subject to any easements of record for public utilities or roads, any zoning restrictions, restrictive covenants, and/or mineral reservations of record, if any, upon the following terms and conditions:

1. **PURCHASE PRICE.** BUYER shall pay to SELLER the sum of five thousand dollars (\$5,000.00) for the Property and the method of payment shall be one dollar (\$1) down with this offer and the balance of the Purchase Price to be paid upon real estate closing of the resale of the Property by the BUYER to a third-party purchaser following the improvements described in Paragraph 2. Notwithstanding the down payment amount, BUYER and SELLER agree to pay all necessary closing costs as customary or required by this Agreement prior to the transfer of the Property.
2. **DEVELOPMENT OF PROPERTY.** As further consideration for its purchase of the Property, BUYER agrees to provide for necessary renovations to prepare the Property for resale and to facilitate the SELLER’s intent to remove the existing house currently at 549 4th Street NE from its current location and have it moved onto the Property (and any other property that may be combined with the Property via boundary line adjustment). BUYER and SELLER agree to mutually commit to entering into such agreements as necessary to effectuate the move of said existing house to the Property, including assessment and/or division of costs as needed to complete said move. BUYER agrees to prepare the Property to receive said house to be moved, including construction of a proper and code-conforming foundation, except for providing sanitary sewer and water service lines as provided below. BUYER will then rehabilitate the Property as necessary to obtain a certificate of occupancy; and by obtaining certificates of occupancy within twenty-four (24) months from the date of the deed conveying the Property is filed with the Cerro Gordo County Recorder, subject to such reasonable extensions SELLER and BUYER may mutually agree upon, in writing. BUYER’s development of the Property, as aforesaid, shall comply with all relevant provisions of the City Code of the City of Mason City, Iowa and BUYER shall obtain all necessary

permits and undergo all necessary inspections. SELLER agrees to provide water and sewer service connections to the Property at its cost. Until such time development of the Property is complete and a certificate of occupancy issued, BUYER shall not encumber the Property by lien, mortgage, or other similar debt obligation, nor sell the Property to a third party, without the express written consent of SELLER. The provisions of this Agreement, generally, and this Paragraph, specifically, shall survive closing.

3. **REAL ESTATE TAXES.** BUYER shall accept title to the Property subject to accrued but unpaid taxes, if any, and shall pay all subsequent real estate taxes.

4. **SPECIAL ASSESSMENTS.**

A. SELLER shall pay at time of closing all installments of special assessments which are a lien on the Property and, if not paid, would become delinquent during the calendar year this offer is accepted, and all prior installments thereof.

B. Any preliminary or deficiency assessment which cannot be discharged by payment shall be paid by SELLER through an escrow account with sufficient funds to pay such liens when payable, with any unused funds returned to SELLER.

5. **RISK OF LOSS AND INSURANCE.** SELLER shall bear the risk of loss or damage to the Property prior to closing or possession, whichever first occurs, provided SELLER shall have the right but not the obligation to repair such damage. In the event the Property is damaged prior to closing or possession this Agreement shall continue in force and effect until either party rescinds the Agreement after giving thirty (30) days written notice to the other party.

6. **POSSESSION AND CLOSING.** If BUYER timely performs all obligations, exclusive possession of the Property shall be delivered to BUYER on the date of closing, free of any and all leasehold interests or tenancies. Any adjustments of rent, insurance, interest, and all charges attributable to SELLER'S possession shall be made as of the date of closing. This transaction shall be considered closed, and BUYER shall take possession, upon the filing of title transfer documents and receipt of all funds due at closing from BUYER under this Agreement. Closing shall be held on such date as the parties may mutually agree.

7. **CONDITION OF PROPERTY.** SELLER makes no warranties, expressed or implied, as to the condition of the Property and BUYER shall take possession to the Property "as is." BUYER acknowledges BUYER has made a satisfactory inspection of the Property and is purchasing the Property in its existing condition.

8. **DEED.** Upon payment of the Purchase Price, SELLER shall convey the Property to BUYER by Quitclaim Deed prepared by SELLER at SELLER'S expense.

9. **SURVEY.** BUYER, at its expense, may have the Property surveyed and certified by a registered land surveyor prior to closing.

10. **USE OF PURCHASE PRICE.** At time of settlement, funds of the Purchase Price may be used to pay taxes and other liens and to acquire outstanding interests, if any, of others.

11. **ENVIRONMENTAL MATTERS.**

A. SELLER warrants to the best of its knowledge and belief there are no abandoned wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks located on the Property, the Property does not contain levels of radon gas, asbestos, or urea-formaldehyde foam insulation which require remediation under current governmental standards, and SELLER has done nothing to contaminate the Property with hazardous wastes or substances. SELLER warrants the Property is not subject to any local, state, or federal judicial or administrative action, investigation, or order, as the case may be, regarding wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks.

B. BUYER may at its expense, at any time prior to closing, obtain a report from a qualified engineer or other person qualified to analyze the existence or nature of any hazardous materials, substances, conditions, or wastes located on the Property. In the event any hazardous materials, substances, conditions, or wastes are discovered on the Property, BUYER'S obligation hereunder shall be contingent upon the removal of such materials, substances, conditions or wastes or other resolution of the matter reasonably satisfactory to BUYER. However, in the event SELLER is required to expend any sum to remove any hazardous materials, substances, conditions or wastes, SELLER shall have the option to cancel this transaction and declare this Agreement null and void. The expense of any inspection shall be paid by BUYER. The expense of any action necessary to remove or otherwise make safe any hazardous material, substances, conditions, or waste shall be paid by SELLER, subject to SELLER'S right to cancel this transaction as provided above.

12. **INSPECTION OF PRIVATE SEWAGE DISPOSAL SYSTEM.** SELLER represents and warrants to BUYER the Property is not served by a private sewage disposal system, and there are no known private sewage disposal systems on the property.

13. **NOTICE.** Any notice under this Agreement shall be in writing and be deemed served when it is delivered by personal delivery or mailed by certified mail, addressed to the parties at the addresses given below.

14. **GENERAL PROVISIONS.** In the performance of each part of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement shall apply to and bind the successors in interest of the parties. This Agreement shall survive the closing. This Agreement contains the entire agreement of the parties and shall not be amended except by a written instrument duly signed by SELLER and BUYER. Paragraph headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine, or neuter gender according to the context.

15. **REMEDIES OF PARTIES.**

- A. If BUYER fails to timely perform this Agreement, SELLER may forfeit it as provided in the Iowa Code (Chapter 656), and all payments made shall be forfeited; or, at SELLER'S option, upon thirty (30) days written notice of intention to accelerate the payment of the entire balance because of BUYER'S default (during which thirty days the default is not corrected), SELLER may declare the entire balance immediately due and payable. Thereafter this Agreement may be foreclosed in equity and the Court may appoint a receiver.
- B. If SELLER fails to timely perform this Agreement, BUYER has the right to have all payments made returned to it and declare this Agreement null and void.
- C. BUYER and SELLER are also entitled to utilize any and all other remedies or actions at law or in equity available to them, and the prevailing parties shall be entitled to obtain judgment for costs and attorney fees.

16. **REAL ESTATE AGENT OR BROKER.** Neither party has used the service of a real estate agent or broker in connection with this transaction.

17. **CERTIFICATION.** BUYER and SELLER each certify that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify, and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities, and expenses (including attorneys' fees and costs) arising from or related to any breach of the foregoing certification.

18. **APPROVAL BY CITY COUNCIL.** This Agreement shall be expressly contingent upon approval by the City Council for Mason City, Iowa.

19. **COUNTERPARTS.** This Agreement may be executed in several counterparts, each of which, when so executed and delivered, shall be deemed an original, and all of which, when taken together, shall constitute the same instrument, even though all parties are not signatories to the original or the same counterpart. Furthermore, the parties may execute and deliver this Agreement by electronic means such as PDF or a similar format. BUYER and SELLER agree that delivery of the Agreement by electronic means shall have the same force and effect as delivery of original signatures and that each of the parties may use such electronic signatures as evidence of the execution and delivery of the Agreement by all parties to the same extent as an original signature.

20. **ADDITIONAL PROVISIONS.** None if none listed.

21. **EXECUTION.** When and if executed by both SELLER and BUYER, this Agreement shall become a binding contract.

SELLER

CITY OF MASON CITY, IOWA,
an Iowa municipal corporation

Dated this _____ day of _____ 2023

By: _____
Bill Schickel, Mayor

Attest:

Aaron Burnett, City Administrator/Clerk

Address: 10 1st Street NW
Mason City, IA 50401

Telephone: (641) 421-3600

BUYER

**NORTH IOWA CORRIDOR HOUSING
DEVELOPMENT CORPORATION**

Dated this _____ day of _____ 2023

By: _____
North Iowa Corridor Housing
Development Corporation

Address: 9 North Federal Avenue
Mason City, IA 50401

Telephone: (641) 423-0315

City of Mason City
Development Services Department

Memorandum

To: Aaron Burnett, City Administrator
From: Kyle Peterson, Chief Building Official
Through: Steven J. Van Steenhuyse, Director of Development Services
Date: February 12, 2025
RE: Settlement Agreement: 1408 South Delaware Avenue

Recommendation:

Staff recommends approval of the resolution authorizing execution of a Settlement Agreements with Merrill J. Fiala, regarding renovation of 1408 South Delaware Avenue.

Review:

The home at 1408 South Delaware, owned by Merrill Fiala, has been abandoned for several years. The owner has started working on improvements several times over the last ten years or so, but work is never finished. For instance, new siding has been put on a portion of the exterior, but not all of the house. The roof has never been fully repaired. The interior appears to be in an uninhabitable condition. After repeated attempts to secure compliance, the City opted to seek title to the property via Iowa Code 657A.10.

Trial was set for February 27, 2025, to consider the City's petition to seek title. In an attempt to maintain ownership of the property, the owner has asked the City Attorney to draft a Settlement Agreement which, if approved by both parties, would stay further court action and would allow Mr. Fiala time to complete renovation of the house.

The agreement allows the owner until September 30, 2025, to complete renovation of the exterior of the house. Exhibit A, attached to the agreement, lists replacement of windows, siding, and exterior doors, new paint, trim, and a new roof. The dilapidated detached garage must get new siding and be painted where necessary. The agreement also states that the owner has until March 31, 2026, to complete interior renovations. This will require updated plumbing and electrical systems, new cabinetry, and new flooring.

Mr. Fiala has signed the agreement, If approved by the City Council, the 2/27/25 court date will be continued, and the case will be dismissed if Mr. Fiala completes the renovations in accordance with the Settlement Agreement. Should the owner fail to comply, the City still has the ability to continue with the §657A proceedings, which could result in the City acquiring title to the property.

Approval of this Settlement Agreement gives the City a means to enforce the needed renovations to this house. This will keep the property on the tax rolls and potentially provide additional housing options in the Mason City market.

Budget Impact:

There is no impact to the operating budget resulting from this action.

Council Action Requested:

Staff recommends approval of the resolution authorizing execution of a Settlement Agreements with Merrill J. Fiala, regarding renovation of 1408 South Delaware Avenue.

Attachments:

1. Settlement Agreement



Steven J. Van Steenhuyse, AICP
Director of Development Services



Reviewed and Recommend Approval

SETTLEMENT AGREEMENT

1. **PARTIES IDENTIFIED.** This Agreement (“Agreement”) is among:

“City” City of Mason City, Iowa; and
“Fiala” Merrill J. Fiala, individually.

The parties may be referred to collectively as “Parties” and individually as “Party,” as the case may be.

2. **BACKGROUND.**

A. Fiala is the titleholder to the following described real estate situated in Cerro Gordo County, Iowa:

**LOT FIVE (5) IN BLOCK FOURTEEN (14) IN
COLLEGE ADDITION TO MASON CITY,
IOWA.**

(locally described as 1408 S Delaware Avenue in the City of Mason City, Iowa 50401; Parcel No. 07-15-108-009-00) (the “Real Estate”).

- B. On July 26, 2024, the City filed its Petition for Title to Abandoned Property (Iowa Code 657A.10B), which is pending as Cerro Gordo County Case No. EQCV074109 (the “Condemnation Proceedings”).
- C. Trial in the Condemnation Proceedings is scheduled to begin February 27, 2025.
- D. The Parties desire to memorialize an Agreement regarding the resolution of the Condemnation Proceedings.

3. **AGREEMENT.** The Parties agree as follows:

- A. On or before September 30, 2025, Fiala shall:
 - i. Rehabilitate the balance of the Real Estate in accordance with Exhibit A as it relates to the exterior repairs.
- B. On or before March 31, 2026, Fiala shall:
 - i. Rehabilitate the balance of the Real Estate in accordance with Exhibit A as it relates to the interior repairs and the detached garage.
- C. Upon execution of this Agreement, the City shall file a Motion to Continue (Uncontested) of the Condemnation Proceedings.
- D. Upon execution of this Agreement, Fiala shall commence work on the property within thirty (30) days and shall have contractors pull permits on the property within sixty (60) days.

E. Upon completion exterior repairs as listed in Exhibit A within the deadline as listed in Section 3A above, the City shall file a Motion to Dismiss the Condemnation Proceedings without prejudice.

4. **NO ADMISSION.** Nothing in this Agreement is intended to be construed as an admission by any party of any wrongdoing, liability, or comparative fault, or as a waiver of any right or affirmative defense, or otherwise an admission against interest.

5. **CONSIDERATION.** The Parties acknowledge this Agreement is executed for good and valuable consideration, including the mutual promises between the Parties.

6. **JOINT PARTICIPATION.** The Parties have participated jointly in the negotiation of this instrument. Each Party has had an opportunity to obtain the advice of legal counsel and to review and comment upon this instrument. Accordingly, no rule of construction shall apply against any party or in favor of any party. This Agreement shall be construed as if the Parties jointly prepared it and any uncertainty or ambiguity shall not be interpreted against one party and in favor of another.

7. **COMPLETE AGREEMENT.** This instrument sets forth the entire agreement among the Parties and fully supersedes any and all prior agreements or understandings between the Parties pertaining to actual or potential claims.

8. **CAPTIONS.** Captions are for convenience and shall not affect interpretation.

9. **BINDING EFFECT.** This Agreement applies to and is binding upon successors and assigns, which would include spouses and lineal descendants of the Parties. All benefits extended in favor of one Party by execution of this Agreement shall also extend in favor of the agents and assigns of such Party to whom the benefits are extended.

10. **GOVERNING LAW.** This Agreement shall be governed by the laws of Iowa.

11. **COMPENSATION TO PROFESSIONALS.** Each Party is responsible for the fees and expenses incurred by each Party for representation by or consultation with professionals, including attorneys and accountants.

12. **GOOD FAITH DEALING.** Upon execution of this Agreement, the Parties agree to take any and all actions, and execute, acknowledge, deliver any and all further documents necessary to effectuate the content purpose of this Agreement.

13. **SUCCESSORS AND ASSIGNS.** This Agreement is binding upon successors and assigns.

14. **SEVERABILITY.** If any provision for any reason is held to be invalid, unenforceable, or contrary to public policy, whether in whole or in part, then the remainder of this Agreement shall not be affected.

15. **SEPARATE SIGNATURE PAGES.** This Agreement is executed among the Parties by separate signature pages and becomes effective when all Parties have signed, whether on the same or separate copies of this Agreement. Further, a facsimile signature or photocopied signature shall have the same force and effect as an original signature.

**SIGNATURE PAGE OF MERRILL J. FIALA
TO SETTLEMENT AGREEMENT**

“Fiala”

Merrill J. Fiala



Dated: 02-12-2025

Printed Name: MERRILL J. FIALA, JR

RLR:mcb:R:\Redmond\Litigation\Clients\Fiala, Merrill J\Agreements\Settlement Agreement Fiala.Merrill.01.28.2025.docx

**SIGNATURE PAGE OF CITY OF MASON CITY, IOWA
TO SETTLEMENT AGREEMENT**

“City”

City of Mason City, Iowa

By: _____ Dated: _____

Printed Name: _____

Title: _____

EXHIBIT A

Exterior

1. Replace windows, siding, and exterior doors.
2. All new paint, trims, doors, and roofing be completed for the house.

Interior

1. Place insulation and drywall on the inside walls.
2. Update the plumbing and electrical.
3. Install new cabinets in the kitchen and bathroom, along with new flooring.

Detached Garage

1. All new paint and siding to be completed for garage.
2. Repair interior of garage with exception to the entrance roll-up door which was recently installed.

RESOLUTION NO. 25 -

A RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A SETTLEMENT AGREEMENT
BETWEEN THE CITY OF MASON CITY, IOWA AND
MERRILL J. FIALA FOR PROPERTY LOCALLY
DESCRIBED AS 1408 SOUTH DELAWARE AVENUE

WHEREAS, the City Council of the City of Mason City, Iowa, desires to enter into a Settlement Agreement with Merrill J. Fiala, related to property locally described as 1408 South Delaware Avenue.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Mason City, Iowa:

Section 1: That the attached Settlement Agreement between the City of Mason City and Merrill J. Fiala, for property locally described as 1408 South Delaware Avenue, be and the same is hereby approved.

Section 2: That Mayor/Mayor Pro tem is authorized and the Clerk hereby directed to execute said agreement and any other necessary documents.

PASSED AND APPROVED this 18th day of February, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

City of Mason City
Development Services Department

Memorandum

To: Aaron Burnett, City Administrator
From: Steven J. Van Steenhuyse, Director of Development Services
Date: February 13, 2025
RE: Resolution Setting a Public Hearing Date: Amendment #4 to the Forest Park Urban Renewal Area Plan and Amendment #7 to the Downtown Reinvestment Urban Renewal Area Plan

Recommendation:

Staff respectfully requests approval of the Resolution setting a public hearing for March 18, 2025, to consider Amendment #4 to the Forest Park Urban Renewal Area Plan and Amendment #7 to the Downtown Reinvestment Urban Renewal Area Plan.

Review:

The City is negotiating a Development Agreement with ES 2024 Mason City Hotel Associates, LLC, to develop a hotel in the parking lot south of Southbridge Mall. This agreement commits the developer to purchase the property for \$50,000 and construct a 4-story, 80-room extended stay hotel, which will be connected to the Music Man Square via the Delaware Avenue Skywalk. In return, ES 2024 Mason City Hotel Associates, LLC will receive an Economic Development Grant from the City in the amount of \$1,750,000. The developer will also receive an Economic Development Loan in the amount of \$1,000,000. ES 2024 Mason City Hotel Associates, LLC will pay back the loan from the incremental taxes generated by the project over a 10-year period.

Per Iowa law, projects funded with Tax Increment Financing (TIF) revenues must be reflected in the plan for the urban renewal area in which the TIF funds will be spent. Since both the Economic Development Grant and the Economic Development Loan proposed for the hotel project are funded with TIF revenues, the affected urban renewal area plans serving the hotel property must include the hotel project.

The Southbridge Mall and adjacent parking lots are in both the Forest Park Urban Renewal Area and the Downtown Reinvestment Urban Renewal Area. Thus, both plans

need to be amended to allow for the TIF funds to be spent as outlined in the Development Agreement. Following is a description of each plan and the amendment that is proposed.

Forest Park Amendment #4: The Forest Park Urban Renewal Area was originally adopted in 1993. It is officially designated an Economic Development area, as is the existing Mason City Unified URA. Unlike the Unified, however, the Forest Park TIF ordinance does not expire after 20 years. By State statute, an urban renewal area and TIF district established prior to 1994 are not required to have a sunset. Thus, tax increments have continued to accumulate in this area. The following table summarizes the plan and its amendments to date:

Amend. #	Adopted	Purpose
Orig.	04/06/1993	Established the Forest Park Urban Renewal Area. The original intent of the plan was for infrastructure improvements in the area surrounding St. Joseph Hospital (now MercyOne) to accommodate planned hospital expansion.
1	5/11/2017	Increased the area of the URA to include the newly constructed Walgreen's.
2	06/20/2023	Greatly expanded the boundaries of the Forest Park URA, to encompass the Downtown area and most of the older neighborhoods around Downtown. All of the Downtown Reinvestment URA and parts of the Mason City Unified URA are now part of the Forest Park URA. Added two projects: the Willow Creek Riverwalk and the Neighborhood Housing Stabilization and Revitalization Program.
3	04/02/2024	Added two projects: 1) Revised the Neighborhood Housing Stabilization and Revitalization Program to allow urban renewal funds to be used to mitigate dead and diseased trees on properties occupied by low- to moderate-income families; 2) Added urban renewal funding for mitigation and rehabilitation of several lots on 4 th Street NE to remove a dangerous retaining wall and renovate/build housing in the area.

Downtown Reinvestment Urban Renewal Plan Amendment #7: The City Council adopted the Mason City Downtown Reinvestment Urban Renewal Area Plan on October 20, 2015. The Downtown Reinvestment URA encompasses most of Downtown Mason City and anticipates that the value of the properties within it will grow.

As a blight and redevelopment urban renewal area, the plan has no sunset and will continue unless the City Council decides to eliminate it at some future time. The Urban Renewal Plan has been amended four times since its original adoption. The following table summarizes the original urban renewal plan and the six subsequent amendments.

Amend. #	Adopted	Purpose
Orig.	10/20/2015	Established the Downtown Reinvestment Urban Renewal Area. Approved projects included public infrastructure improvements, the multi-purpose arena, a downtown hotel parking ramp (near City Hall), and a mixed-use building at the NE corner of North Federal Ave. and 2 nd Street NE by G8 Development.
1	5/11/2017	Added projects to the URA: the performing arts pavilion, a pre-development agreement for a downtown hotel, a development incentive ("mezzanine loan") for the downtown hotel; land transfer for the hotel; renovations to Music Man Square; a new separate Meredith Willson Museum; and a skywalk connecting the hotel to the Music Man Square conference center. Keeps the downtown parking facility and mixed-use building in the plan but removes references to G8 Development. Also adds the Downtown Revitalization Loan Program (DoRL) as eligible for urban renewal and TIF funding.
2	4/16/2019	Updated descriptions and funding amounts of the previously authorized multi-purpose arena and the downtown hotel and conference center. Added The River Apartments as an eligible project.
3	7/2/2019	Updated funding amounts to complete the multi-purpose arena.
4	10/1/2019	Added territory south and west of downtown near Willow Creek (after separation from the Mason City Unified URA) to the Downtown Reinvestment URA. The area subject to TIF was also revised to match the new boundaries.
5	5/4/2021	Added three new projects: 1) building repairs and interior upgrades to Southbridge Mall; 2) redevelopment of brownfield/grayfield properties; and 3) incentives for an Innovation Center Hub.
6	4/2/2024	Added the Delaware Apartments project to allow urban renewal funds to incentivize the development of 36 new downtown housing units.

Description of Amendments: Since the hotel project is now located in two urban renewal areas, both plans are amended so that urban renewal funds can be used from either or both URAs. Both plans are amended with the same added project. The amendments describe the new Downtown Hotel project along with the uses of urban renewal funds (including TIF) to complete the project.

Since neither amendment adds territory to either area, a recommendation from the Planning and Zoning Commission is not required. However, Staff has concluded that the proposed amendments comply with the new North Iowa Corridor Joint Comprehensive Plan.

The attached resolution sets the public hearing to consider both amendments on March 18, 2025. Per statutory procedure, the City must notify Cerro Gordo County and Mason City Community Schools of the proposed amendment, giving those taxing entities the ability to comment on the proposed amendment. These consultations are expected to be held in early March.

Budget Impact:

There is no impact on the operating budget resulting from this action. Generated TIF revenues may be used to fund projects identified in the amended Urban Renewal Plan.

Council Action Requested:

Staff respectfully requests approval of the Resolution setting a public hearing for March 18, 2025, to consider Amendment #4 to the Forest Park Urban Renewal Area Plan and Amendment #7 to the Downtown Reinvestment Urban Renewal Area Plan.

Attachments:

1. Map of the Forest Park and Downtown Reinvestment Urban Renewal Areas
2. Resolution Setting a Public Hearing
3. Proceedings by Dorsey & Whitney LLP



Steven J. Van Steenhuyse, AICP
Director of Development Services



Reviewed and Recommend Approval

RESOLUTION NO. 25 -

RESOLUTION SETTING DATE FOR PUBLIC HEARING ON URBAN RENEWAL PLAN AMENDMENT NO. 7 FOR THE MASON CITY DOWNTOWN REINVESTMENT URBAN RENEWAL AREA AND ON URBAN RENEWAL PLAN AMENDMENT NO. 4 FOR THE FOREST PARK ECONOMIC DEVELOPMENT AREA

WHEREAS, the City Council of the City of Mason City, Iowa (the “City”) by resolution previously established the Mason City Downtown Reinvestment Urban Renewal Area and the Forest Park Economic Development Area (collectively, the “Urban Renewal Areas”) and adopted urban renewal plans (the “Plans”) for the governance of initiatives and projects therein; and

WHEREAS, amendments (the “Amendments”) to the Plans have been prepared which authorize the undertaking of a new urban renewal project in each of the Urban Renewal Areas consisting of providing financial support to ES 2024 Mason City Hotel Associates, LLC (the “Company”) in connection with the construction by the Company of a new extended stay hotel facility and parking improvements; and

WHEREAS, it is now necessary that a date be set for a public hearing on the Amendments;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Mason City, Iowa, as follows:

Section 1. This City Council will meet at the Mason City Room of the Mason City Public Library, 225 2nd Street SE, Mason City, Iowa, on March 18, 2025, at 7:00 p.m., at which time and place it will hold public hearings on the proposed Amendments.

Section 2. The City Clerk shall publish notice of said hearings, the same being in the form attached hereto, which publication shall be made in a legal newspaper of general circulation in the City not less than four (4) and not more than twenty (20) days before the date set for hearing.

Section 3. Pursuant to Section 403.5 of the Code of Iowa, the Director of Finance and the Director of Development Services, or their designees, are hereby designated as the City’s representatives in connection with the consultation process which is required under that section of the urban renewal law. It is hereby directed that representatives of Cerro Gordo County and the Mason City Community School District be invited to participate in the consultation.

PASSED AND APPROVED this February 18, 2025.

Paul Adams, Mayor Pro tem

ATTEST:

Aaron Burnett, City Clerk

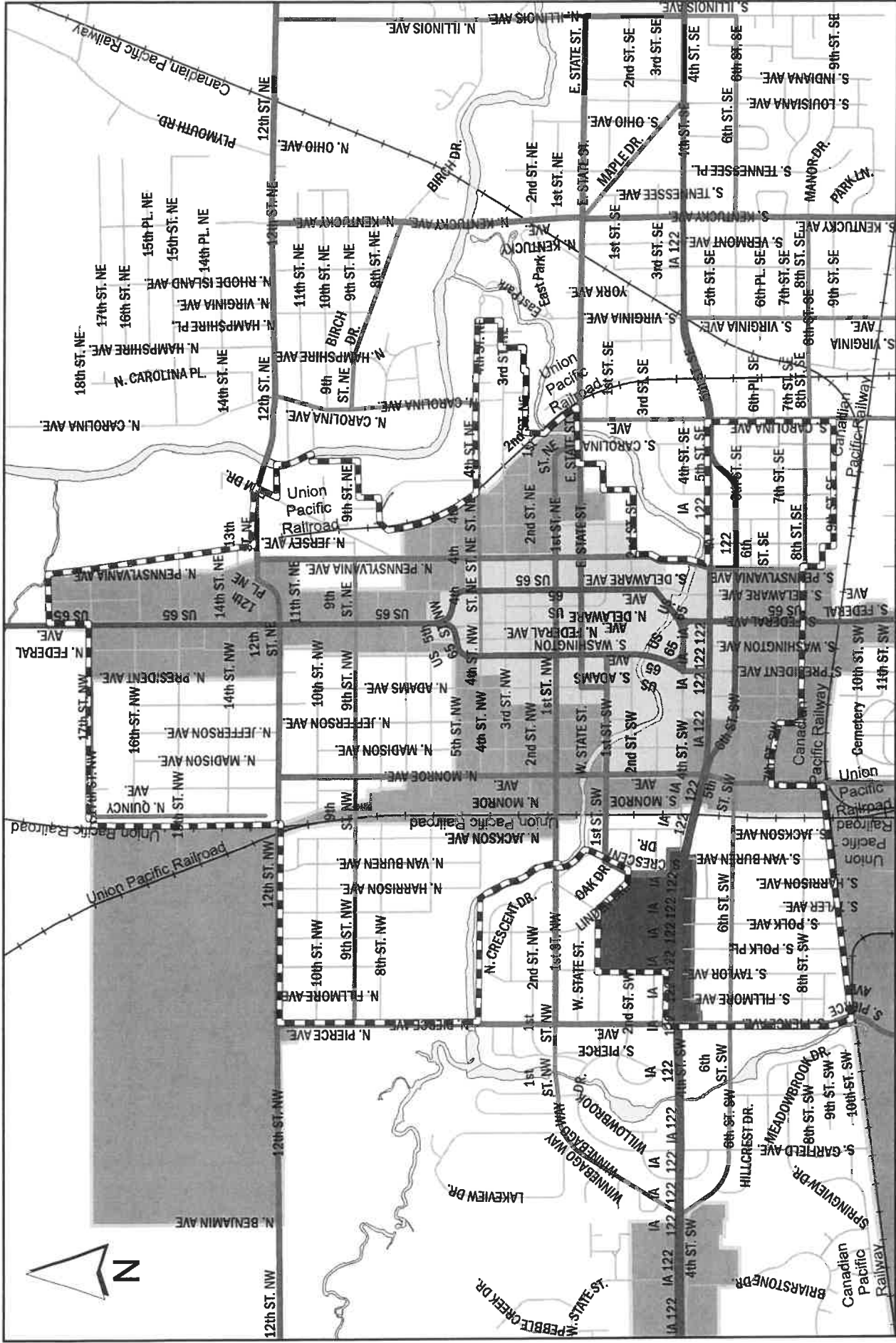
**NOTICE OF PUBLIC HEARINGS ON PROPOSED URBAN RENEWAL
PLAN AMENDMENTS**





Notice Is Hereby Given: That at 7:00 p.m., at the Mason City Room of the Mason City Public Library 225 2nd Street SE, Mason City, Iowa, on March 18, 2025, the City Council of the City of Mason City, Iowa, will hold a public hearing on the question of amending the urban renewal plan for the Mason City Downtown Reinvestment Urban Renewal Area to authorize the undertaking of a new urban renewal project therein consisting of providing financial support to ES 2024 Mason City Hotel Associates, LLC (the "Company") in connection with the construction by the Company of a new extended stay hotel facility and parking improvements.

Notice Is Hereby Given: That at 7:00 p.m., at the Mason City Room of the Mason City Public Library, 225 2nd Street SE, Mason City, Iowa, on March 18, 2025, the City Council of the City of Mason City, Iowa, will hold a public hearing on the question of amending the urban renewal plan for the Forest Park Economic Development Area to authorize the undertaking of a new urban renewal project therein consisting of providing financial support to ES 2024 Mason City Hotel Associates, LLC (the "Company") in connection with the construction by the Company of a new extended stay hotel facility and parking improvements.

At said hearing any interested person may file written objections or comments and may be heard orally with respect to the subject matters of the hearing.

Aaron Burnett
City Clerk



-  Forest Park Expansion 2023
-  Forest Park URA (Original)
-  Mason City Unified URA
-  Downtown Reinvestment URA

**FOREST PARK URBAN RENEWAL AREA
DOWNTOWN REINVESTMENT URBAN
RENEWAL AREA
MASON CITY, IOWA**

CITY OF MASON CITY, IOWA

URBAN RENEWAL PLAN AMENDMENT NO. 4
FOREST PARK ECONOMIC DEVELOPMENT AREA

March, 2025

The Urban Renewal Plan (the “Plan”) for the Forest Park Economic Development Area (the “Urban Renewal Area”) of the City of Mason City, Iowa (the “City”) is being amended for the purpose of identifying a new urban renewal project to be undertaken therein.

1) Identification of Projects. By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project:

Name of Project: Hotel Development Project

Date of Council Approval of Project: March 18, 2025

Description of Project and Project Site: ES 2024 Mason City Hotel Associates, LLC, LLC (the “Company”) has proposed to undertake the construction (the “Project”) of an extended-stay hotel facility with a pool and associated parking and landscaping improvements on certain real property (the “Property”) situated in southeast area of the parking lot currently used for Southbridge Mall in the Urban Renewal Area.

It has been requested that the City provide financial assistance to the Company to assist the Company in paying the costs of the Project.

The costs incurred by the City in providing financial assistance to the Company will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$25,000.

Description of Use of TIF for the Project: The City intends to enter into a development agreement (the “Development Agreement”) with the Company with respect to the Project and to provide (i) annual appropriation economic development payments (the “Payments”); (ii) an economic development grant (the “Grant”); and (iii) an economic development loan (the “Loan”) to the Company thereunder.

The Payments, in an amount not to exceed \$1,900,000, will be funded with incremental property tax revenues to be derived from the Property.

The Grant in an amount not to exceed \$1,750,000 and the Loan in an amount not to exceed \$1,000,000 will be funded with either borrowed funds and/or internal advances of City funds on-hand. In any case, the City’s obligations (the “Obligations”) entered into by the City to fund the Grant and the Loan may be repaid with incremental property tax revenues to be derived from the Urban Renewal Area.

It is anticipated that the City's total commitment of incremental property tax revenues with respect to the Project, including the Payments, the Grant, the Loan, and the Admin Fees will not exceed \$4,675,000, plus any interest expenses incurred by the City on the Obligations.

2) Required Financial Information. The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	<u>\$109,735,691</u>
Outstanding general obligation debt of the City:	<u>\$ 68,320,613</u>
Proposed debt to be incurred in connection with this March, 2025 Amendment*:	<u>\$ 4,675,000</u>

*It is anticipated that some or all of the debt incurred hereunder may be made subject to annual appropriation by the City Council.

CITY OF MASON CITY, IOWA

URBAN RENEWAL PLAN AMENDMENT NO. 7
MASON CITY DOWNTOWN REINVESTMENT URBAN RENEWAL AREA

March, 2025

The Urban Renewal Plan (the “Plan”) for the Mason City Downtown Reinvestment Urban Renewal Area (the “Urban Renewal Area”) of the City of Mason City, Iowa (the “City”) is being amended for the purpose of identifying a new urban renewal project to be undertaken therein.

1) Identification of Projects. By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project:

Name of Project: Hotel Development Project

Date of Council Approval of Project: March 18, 2025

Description of Project and Project Site: ES 2024 Mason City Hotel Associates, LLC, LLC (the “Company”) has proposed to undertake the construction (the “Project”) of an extended-stay hotel facility with a pool and associated parking and landscaping improvements on certain real property (the “Property”) situated in southeast area of the parking lot currently used for Southbridge Mall in the Urban Renewal Area.

The property situated within the City’s Urban Renewal Area has been identified by the City Council as property that is both in need of blight alleviation and economic development initiatives. The Project will alleviate the spread of blighted conditions in the Urban Renewal Area and facilitate economic development therein.

It has been requested that the City provide financial assistance to the Company to assist the Company in paying the costs of the Project.

The costs incurred by the City in providing financial assistance to the Company will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$25,000.

Description of Use of TIF for the Project: The City intends to enter into a development agreement (the “Development Agreement”) with the Company with respect to the Project and to provide (i) annual appropriation economic development payments (the “Payments”); (ii) an economic development grant (the “Grant”); and (iii) an economic development loan (the “Loan”) to the Company thereunder.

The Payments, in an amount not to exceed \$1,900,000, will be funded with incremental property tax revenues to be derived from the Property.

The Grant in an amount not to exceed \$1,750,000 and the Loan in an amount not to exceed \$1,000,000 will be funded with either borrowed funds and/or internal advances of City funds on-hand. In any case, the City’s obligations (the “Obligations”) entered into by the City to fund the Grant and the Loan may be repaid with incremental property tax revenues to be derived from the Urban Renewal Area.

It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Project, including the Payments, the Grant, the Loan, and the Admin Fees will not exceed \$4,675,000, plus any interest expenses incurred by the City on the Obligations.

2) Required Financial Information. The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	<u>\$109,735,691</u>
Outstanding general obligation debt of the City:	<u>\$ 68,320,613</u>
Proposed debt to be incurred in connection with this March, 2025 Amendment*:	<u>\$ 4,675,000</u>

*It is anticipated that some or all of the debt incurred hereunder may be made subject to annual appropriation by the City Council.

City of Mason City
Development Services Department

Memorandum

To: Aaron Burnett, City Administrator
From: Steven J. Van Steenhuyse, Director of Development Services
Date: February 13, 2025
RE: Resolution Setting a Public Hearing: Development Agreement with ES 2024 Mason City Hotel Associates, LLC for Development of the Downtown Hotel

Recommendation:

Staff recommends approval of the Resolution setting a Public Hearing for March 18, 2025, to consider a Development Agreement with ES 2024 Mason City Hotel Associates, LLC, for Development of the Downtown Hotel.

Review:

Staff has negotiated a Development Agreement with the company that will develop the downtown hotel in the parking lot south of the Mall. This LLC is part of Kinseth Hospitality Companies, who also owns and manages the Hampton Inn in Mason City, the Best Western Hotel in Clear Lake, and over 125 other properties across the United States.

The Agreement obligates the developer to purchase the hotel site from the City for \$50,000 to build a 4-story, 80-room hotel (reportedly the Hilton Home2 extended-stay brand) with an indoor pool and connection to the Music Man Square via the Delaware Avenue Skywalk. The developer pledges to invest at least \$15,000,000 in the project. The project is to be completed by December 31, 2026. The hotel developer is also committing to employ at least 8 new Full Time Employment Positions from July 1, 2027, until the end of the agreement term, which is June 1, 2038.

In return, at the time that the property is sold to the developer, the City will provide an Economic Development Loan in the amount of \$1,000,000. This loan will be repaid over 10 years at 3.25 percent interest, subject to a repayment schedule that includes a balloon payment at the end. In addition, the City will provide an Economic Development Grant

in the amount of \$1,750,000 within 30 days after the hotel receives a Certificate of Occupancy.

Finally, the City will make an annual tax increment financing (TIF) payment to the developer for ten years. For years one through seven, the payment will be 100% of the incremental taxes generated by the project, and for years eight through ten, the payment will be 50% of the generated increment. The maximum tax rebate over the 10-year period is \$1,900,000.

The attached resolution sets a public hearing for March 18, 2024, which will also be the public hearing date for the needed amendments to the underlying urban renewal areas. Construction of the hotel is anticipated for spring, 2025.

Budget Impact:


There is no impact to the operating budget resulting from this action.

Council Action Requested:

Staff recommends approval of the Resolution setting a Public Hearing for March 18, 2025, to consider a Development Agreement with ES 2024 Mason City Hotel Associates, LLC, for Development of the Downtown Hotel.

Attachments:

1. Development Agreement with ES 2024 Mason City Hotel Associates, LLC



Steven J. Van Steenhuyse, AICP
Director of Development Services



Reviewed and Recommend Approval

DEVELOPMENT AGREEMENT

This Agreement is entered into between the City of Mason City, Iowa (the "City") and ES 2024 Mason City Hotel Associates, LLC, an Iowa limited liability company (the "Company") as of the ___ day of _____, 2025 (the "Commencement Date").

WHEREAS, the City has established the Mason City Downtown Reinvestment Urban Renewal Area (the "Urban Renewal Area"), and has adopted a tax increment ordinance for the Urban Renewal Area; and

WHEREAS, the City owns certain real property, which is situated in the City, lies within the Urban Renewal Area and is more specifically described on Exhibit A hereto (the "Property"); and

WHEREAS, the Company has proposed to acquire the Property and, as a blight alleviation and economic development project, to undertake thereon the construction of a new hotel (the "Project") consisting of an approximately 80-room extended-stay hotel facility with a pool and associated parking and landscaping improvements; and

WHEREAS, the Company has requested that the City provide financial assistance in the form of an economic development grant (the "Grant"), an economic development loan (the "Loan") and incremental property tax payments to be used by the Company in paying the costs of constructing the Project; and

WHEREAS, the base valuation of the Property for purposes of calculating Incremental Property Tax Revenues (as hereinafter defined) under Section 403.19 of the Code of Iowa and this Agreement is the taxable valuation of the Property as of January 1, 2025 (the "Base Valuation"); and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW THEREFORE, the parties hereto agree as follows:

A. Company's Covenants

1. Property Acquisition; Project Construction; Business Operations Requirement; Maintenance of Property.

Property Acquisition

The Company agrees to acquire the Property from the City by no later than June 1, 2025 at a purchase price of \$50,000. The real estate transaction (the "Real Estate Transaction") for the conveyance of the Property will be documented and conducted through separate purchase agreements, deeds of sale and related documents as agreed upon by the City and the Company.

Project Construction

The Company agrees to construct the Project on the Property. The Company agrees to make good faith efforts to commence construction of the footings for the Project as soon as practicable following acquisition of the Property, but in any event shall commence such construction by no later than September 30, 2025.

The Company agrees that the Project will include the construction of a four-story wood-frame construction, approximately 80-unit extended-stay hotel facility with a pool and associated parking and landscaping improvements. The Company agrees that the Project shall connect to the existing City skywalk, and the Company agrees to provide elevator and stairway access to such skywalk, subject to the terms of a mutually agreeable Skywalk Construction & Management Agreement among the Company, the City, and the Mason City Foundation. The Company agrees to invest not less than \$15,000,000 in the Project, including land acquisition, design of the Project; development and construction of the Project; equipping and furnishing the Project; carrying costs and other related improvements costs to the Property.

The Company has submitted a concept plan (the "Concept Plan") for the development of the Project to the City. Upon final approval of the Concept Plan by the City, it shall be attached hereto as Exhibit B. The Company agrees to construct the Project in substantial compliance with the Concept Plan (including any modifications approved by the City's Development Review Committee) and all local zoning, land use, building and safety codes and regulations.

The Company agrees to complete such construction of the Project by no later than April 30, 2027, subject to the extension of Force Majeure Events (as defined herein).

Business Operations Requirement

The Company agrees to use the completed Project in the business operations of an extended-stay hotel throughout the Term (as hereinafter defined) of this Agreement (the "Business Operations Requirement").

Maintenance of Property

During the Term of this Agreement, the Company agrees to maintain, preserve, and keep the Property, including but not limited to the Project, useful and in good repair and working order, ordinary wear and tear excepted, and from time to time will make all necessary repairs, replacements, renewals, and additions. Further, the Company agrees to maintain compliance with local zoning, land use, building and safety codes and regulations.

2. **Certificate of Occupancy.** The Company shall take all action necessary to lawfully obtain a certificate of occupancy (the “Certificate of Occupancy”) for the completed Project from the City’s zoning administrator by April 30, 2027, subject to the extension of the Force Majeure Events (as defined herein).

3. **Property Taxes.** The Company agrees to make or ensure timely payment of all property taxes as they come due with respect to the Property with the completed Project thereon throughout the Term of this Agreement.

4. **No Abatement; No Property Tax Exemption.** The Company agrees that it will not seek any tax exemption or abatement either presently or prospectively authorized under any State, federal or local law with respect to taxation of the Property throughout the Term of this Agreement including by causing or allowing the Property to be leased, sold, transferred to or otherwise used by an entity that is exempt from property taxes under the laws of the State of Iowa.

5. **Property Tax Payment Certification.** For purposes of this Agreement “Annual Percentage” shall mean the annual percentage in effect from time to time as set forth in the following table:

Payment Year	Annual Percentage
First through Seventh Payment Years	100%
Eighth through Tenth Payment Years	50%

The Company agrees to certify to the City by no later than October 15 of each year during the Term, commencing in the year in which new valuation from the Project is determined by the Cerro Gordo County Assessor and placed upon the property tax rolls, an amount (the “Company’s Estimate”) equal to the Annual Percentage of the estimated Incremental Property Tax Revenues (as hereinafter defined) anticipated to be paid in the fiscal year immediately following such certification with respect to the taxable valuation of the Property. The first such certification made hereunder shall be hereinafter referred to as the “Triggering Certification”. In submitting each such Company’s Estimate, the Company will complete and submit the worksheet (the “Worksheet”) attached hereto as Exhibit C. The City reserves the right to review and request revisions to each such Company’s Estimate to ensure the accuracy of the figures submitted. The Triggering Certification must be made by no later than October 15, 2028.

For purposes of this Agreement, Incremental Property Tax Revenues are calculated by: (1) determining the consolidated property tax levy (city, county, school, etc.) then in effect with respect to taxation of the Property; (2) subtracting (a) the debt service levies of all taxing

jurisdictions, (b) the school district instructional support and physical plant and equipment levies, and (c) any other levies which may be exempted from such calculation by action of the Iowa General Assembly; (3) multiplying the resulting modified consolidated levy rate times any incremental growth in the taxable valuation of the Property (tied to commercial improvements as noted above), as shown on the property tax rolls of Cerro Gordo County, above and beyond the Base Valuation; and (4) deducting any property tax credits which shall be available with respect to taxable incremental valuation of the Property.

Upon request, the City staff shall provide reasonable assistance to the Company in completing the worksheet required under this Section A.5.

6. Employment Requirements. The Company agrees to meet the following employment requirements (the “Employment Requirements”) during the Term of this Agreement.

(a) Establishment of Employment Positions. The Company agrees to establish not fewer than eight (8) new Full-Time Equivalent Employment Positions (as hereinafter defined) in connection with its business operations on the Property by no later than November 1, 2027.

Full-Time Equivalent Employment Position means an employee who will work six (6) hours per day for a five-day, thirty-hour workweek for fifty-two weeks per year, including paid holidays, vacations and other paid leave.

(b) Maintenance of Employment Positions. From November 1, 2027, and continuing throughout the remainder of the Term of this Agreement, the Company agrees to employ a Monthly Average (as hereinafter defined) of at least fifteen (15) Full-Time Equivalent Employment Positions in connection with its business operations on the Property.

“Monthly Average” means the average number of Full-Time Equivalent Employment Positions employed by the Company as of October 1 of each year and as of the first day of each of the preceding eleven (11) months as shown in the Company’s Annual Certification required by Section A.9 of this Agreement.

(c) Failure to Comply with Employment Requirements. To the extent that an Annual Certification filed by the Company as required by Section A.9 of this Agreement in any year reflects that the Company did not meet the Employment Requirements for the applicable period covered by such Annual Certification, the Company acknowledges that the Payment as provided for under Section B.3 of this Agreement coming due in the following fiscal year shall be reduced by a percentage equal to the percentage (rounded to the nearest amount) by which the Company failed to comply with the Employment Requirements. For example, if an Annual Certification filed by the Company reflects that the Company maintained a total Monthly Average of five (5) Full-Time Equivalent Employment Positions (62.5% of the Employment Requirements) for the applicable period covered by such Annual Certification, then the amount of the Payment coming due in the following fiscal year would be reduced by 37.5%.

However, to the extent that an Annual Certification filed by the Company in any year reflects that the total Monthly Average of Full-Time Equivalent Employment Positions being maintained by the Company in connection with its business operations on the Property for the

applicable period fell below five (5) Full-Time Equivalent Employment Positions, the Company acknowledges that it shall have no right to receive the Payment coming due in the following fiscal year.

Notwithstanding anything in this Agreement to the contrary, the reduction in the amount of a Payment, as contemplated in this Section A.6 is the sole remedy available to the City for the Company's failure to comply with the Employment Requirements for the relevant certification period, and such failure shall not otherwise be considered an Event of Default.

7. Economic Development Loan.

Economic Development Loan Terms

The Company agrees to apply the proceeds (the "Loan Proceeds") of the Loan to the payment and/or reimbursement of the costs of the Project.

Principal of the Loan shall bear interest at the rate of 3.25% per annum. Interest shall accrue from the date on which the City advances the Loan Proceeds to the Company pursuant to Section B.2 of this Agreement. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months.

The Company agrees to repay principal of and interest on the Loan on the dates (each an "Installment Due Date") and in the amounts shown on the Principal and Interest Repayment Schedule attached to the Note (as hereinafter defined).

Payment of installments of principal of and interest on the Loan shall be made to the City of Mason City at the Office of the City Clerk, City Hall, 10 First Street NW, Mason City, Iowa 50401 on each Installment Due Date.

Principal of the Loan is subject to prepayment without penalty by the Company in any amount at any time.

The Company agrees to execute and deliver to the City a Promissory Note (the "Note") in substantially the form attached hereto as Exhibit D, in evidence of the Company's obligation under this section.

The Loan shall have such additional terms and conditions as provided for in the Note.

Mortgage

The Company agrees to secure its obligations under the Loan by executing, delivering and properly recording a mortgage (the "Mortgage") in favor of the City, thereby granting to the City a second priority security interest in the Property. In the event that there is no previously recorded mortgage against the Property, the Company agrees to execute, deliver, and properly record a first mortgage in favor of the City. The Mortgage shall be in substantially the form as shall be presented to the Company by the City, subject to reasonable negotiation and modification.

8. Insurance.

(a) The Company, and any successor in interest to the Company, shall obtain and continuously maintain insurance on the Property and the completed Project and, from time to time at the request of the City, shall furnish proof to the City that the premiums for such insurance have been paid and that the insurance is in effect. The insurance coverage described below is the minimum insurance coverage that the Company must obtain and continuously maintain, provided that the Company shall obtain the insurance described in clause (i) below prior to the commencement of construction of the Project (excluding excavation and footings):

- (i) Builder's risk insurance, written on the so-called "Builder's Risk—Completed Value Basis," in an amount equal to one hundred percent (100%) of the insurable value of the Project at the date of completion, and with coverage available in non-reporting form on the so-called "all risk" form of policy.
- (ii) Comprehensive general liability insurance (including operations, contingent liability, operations of subcontractors, completed operations and contractual liability insurance) together with a Company's/Contractor's Policy naming the City as an additional insured, with limits against bodily injury and property damage of not less than \$2,000,000 for each occurrence (to accomplish the above-required limits, an umbrella excess liability policy may be used), written on an occurrence basis.
- (iii) Workers' compensation insurance, with statutory coverage.

(b) All insurance required in this Section shall be obtained and continuously maintained with responsible insurance companies selected by the Company or its successors that are authorized under the laws of the State of Iowa to assume the risks covered by such policies. Unless otherwise provided in this Section, each policy must contain a provision that the insurer will not cancel nor modify the policy without giving written notice to the insured at least thirty (30) days before the cancellation or modification becomes effective. Not less than fifteen (15) days prior to the expiration of any policy, the Company, or its successors or assigns, must renew the existing policy or replace the policy with another policy conforming to the provisions of this Section. In lieu of separate policies, the Company, or its successors or assigns, may maintain a single policy, blanket or umbrella policies, or a combination thereof, having the coverage required herein.

(c) The Company, or, if applicable, its successors or assigns, shall notify the City promptly in the case of damage exceeding \$250,000 in amount to, or destruction of the Project resulting from fire or other casualty. Furthermore, subject to any contrary obligations under the terms of any first mortgage financing for the Project, the Company agrees to apply the proceeds from any and all casualty claims against the insurance detailed in this Section to the restoration and improvement of the Property and/or the Project, to the extent sufficient to complete such restoration and improvement.

9. Annual Certification. To assist the City in monitoring the performance of the Company under this Agreement, a duly authorized officer of the Company shall annually certify to the City to the best of the Company's knowledge (a) that all taxes owed on the Property have been timely paid; (b) that the Company is not in material violation of this Agreement; (c) that the Company is in compliance with the Business Operations Requirement; and (d) that the

Company is in compliance with the Employment Requirements. The Company's annual certification (the "Annual Certification") pursuant to this provision shall be in substantially the form set forth on Exhibit E attached hereto and shall be due each year on October 15th beginning on in the year in which the Triggering Certification is filed and continuing through the Term of this Agreement.

The Company shall provide supporting information for its Annual Certification upon request of the City.

10. Default Provisions.

a. Events of Default. The following shall be "Events of Default" under this Agreement, and the term "Event of Default" shall mean, whenever it is used in this Agreement (unless otherwise provided), any one or more of the following events:

- (i) Failure by the Company to acquire the Property.
- (ii) Failure by the Company to complete construction of the Project substantially in accordance with the terms and conditions of this Agreement.
- (iii) Failure by the Company to timely obtain the Certificate of Occupancy for the Project.
- (iv) Failure by the Company to comply with the Business Operations Requirement.
- (v) Failure by the Company to fully and timely remit payment of property taxes when due and owing.
- (vi) Failure by the Company to comply with the Employment Requirements.
- (vii) Failure by the Company to make when due, whether by acceleration or otherwise, any payment of principal of the Loan
- (viii) Failure by the Company to comply with Sections A.4, A.5, A.8, and A.9 of this Agreement.
- (ix) Failure by the Company to observe or perform any other material covenant on its part, to be observed or performed hereunder.

b. Notice and Remedies. Whenever any Event of Default described in this Agreement occurs, the City shall provide written notice to the Company describing the cause of the default and the steps that must be taken by the Company in order to cure the default. The Company shall have ninety (90) days after receipt of the notice to cure the default or to provide assurances satisfactory to City that the default will be cured as soon as reasonably possible. If the Company fails to cure the default or provide assurances, City shall then have the right to:

- (i) Pursue any action available to it, at law or in equity, in order to enforce the terms of this Agreement.
- (ii) Accelerate the due date of the then-outstanding principal amount of the Loan, which amount shall become due and owing within thirty (30) days of the provision of a written notice of such acceleration by the City to the Company without presentment, demand, protest or other notice of any kind, all of which are hereby expressly waived, anything in this Agreement to the contrary notwithstanding
- (iii) Withhold the Payments under Section B.3 of this Agreement, such right being additional to the right of annual appropriation as set forth in Section B.4 below.
- (iv) Terminate this Agreement.

B. City's Obligations

1. Economic Development Grant. The City hereby agrees to advance the proceeds of the Grant, in an amount equal to \$1,750,000, to the Company within thirty (30) days of the date on which the Certificate of Occupancy is issued for the Project.

2. Economic Development Loan. The City hereby agrees to advance the proceeds of the Loan, in an amount equal to \$1,000,000, to the Company on date of closing of the Real Estate Transaction (the "Real Estate Transaction Closing Date"). On such Real Estate Closing Transaction Date, the City shall cause to be prepared a Principal and Interest Repayment Schedule to be attached to the Note as Exhibit A.

3. Payments. In recognition of the Company's obligations set out above with respect to the Project, the City agrees to make annual economic development tax increment payments (the "Payments" and each, individually, a "Payment") to the Company during the Term pursuant to Chapters 15A and 403 of the Code of Iowa, provided however that the aggregate, total amount of the Payments to be made under this Agreement during the Term shall not exceed \$1,900,000 (the "Maximum Payment Total"). All Payments under this Agreement be subject to annual appropriation by the City Council, as provided in Section B.4 hereunder.

The Payments will be made on June 1 of each fiscal year following an affirmative appropriation decision as provided for under Section B.4 below, beginning on June 1 of the fiscal year immediately succeeding the fiscal year in which the Triggering Certification is made, and continuing for a period of a total of ten (10) fiscal years, provided, however, that no Payments will be made after the sooner of (1) the date on which the aggregate sum of Payments made hereunder equals the Maximum Payment Total; or (2) June 1, 2039.

For example, assuming the Triggering Certification is made October 15, 2027 and all appropriation determinations are approved affirmatively by the City Council under Section B.4 below, then Payments will be made on each June 1, beginning June 1, 2028, and continuing through and including the sooner of June 1, 2038 or the date on which the aggregate sum of Payments made hereunder equals the Maximum Payment Total.

4. **Annual Appropriation.** Each Payment shall be subject to annual appropriation by the City Council. Prior to December 1 of each year during the Term of this Agreement, beginning in the fiscal year in which the Triggering Certification is filed, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payment due in the following fiscal year, an amount (the “Appropriated Amount”) of Incremental Property Tax Revenues to be collected in the following fiscal year equal to or less than the most recently submitted Company’s Estimate.

In any given fiscal year, if the City Council determines to not obligate the then-considered Appropriated Amount, then the City will be under no obligation to fund the Payment scheduled to become due in the following fiscal year, and the Company will have no rights whatsoever to compel the City to make such Payment, to seek damages relative thereto or to compel the funding of such Payment in future fiscal years. A determination by the City Council to not obligate funds for any particular fiscal year’s Payment shall not render this Agreement null and void, and the Company shall make the next succeeding submission of the Company’s Estimate as called for in Section A.5 above, provided however that no Payment shall be made after June 1, 2039.

5. **Payment Amounts.** Each Payment shall be in an amount equal to the corresponding Appropriated Amount (for example, for the Payment due on June 1, 2029, the amount of such Payment would be determined by the Appropriated Amount determined for certification by December 1, 2027) provided, however, that no Payment shall exceed an amount which represents the Annual Percentage of Incremental Property Tax Revenues available to the City with respect to the Property during the twelve (12) months immediately preceding such Payment date.

6. **Certification of Payment Obligation.** In any given fiscal year, if the City Council determines to obligate the then-considered Appropriated Amount, as set forth in Section B.4 above, then the City Clerk will certify by December 1 of each such year to the Cerro Gordo County Auditor an amount equal to the most recently obligated Appropriated Amount.

C. **Administrative Provisions**

1. **Amendment and Assignment.** Neither party may cause this Agreement to be amended, assigned, assumed, sold or otherwise transferred without the prior written consent of the other party. However, the City hereby gives its permission that the Company’s rights and obligations may be assigned to any entity controlled by the Company and that the Company’s rights hereunder may be assigned by the Company to a private lender, as security on a credit facility taken with respect to the Project, upon the terms of a customary and reasonable collateral assignment agreement, without further action on the part of the City.

2. **Successors.** This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

3. **Term.** The term (the “Term”) of this Agreement shall commence on the Commencement Date and end on June 1, 2039 or on such earlier date upon which the aggregate sum of Payments made to the Company equals the Maximum Payment Total.

4. **Choice of Law.** This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with the laws of the State of Iowa.

5. **Force Majeure.** A party shall be excused from its obligations under this Agreement if and to the extent and during such time as the party is prevented, impeded, or hindered, unable to perform its obligations or is delayed in doing so due to events or conditions outside of the party's reasonable control and provided the party takes reasonable steps in an effort to avoid or mitigate such event or its consequences (each a "Force Majeure Event") including, without limitation in any way, as the result of any acts of God, war, fire, or other casualty, riot, civil unrest, extreme weather conditions, terrorism, strikes and/or labor disputes, pandemic, epidemic, quarantines, government stay-at-home orders, municipal and other government orders, failure of Internet or other utilities, unusual shortages of materials or labor, unusually severe or prolonged bad weather, litigation commenced by third parties which, by injunction or other similar judicial action or by the exercise of reasonable discretion directly results in delays, acts of any federal, state or local government which directly result in extraordinary delays, default by an unaffiliated contractor, subcontractor, or supplier, or other matter beyond the reasonable control of such party. Upon the discovery of a Force Majeure Event, the party incurring such Force Majeure Event will promptly give notice to the other party identifying the Force Majeure Event, explaining how it impacts performance and the estimated duration, identifying the relief requested, agreeing to attempt to limit damages to the other party and to immediately resume performance upon termination of the Force Majeure Event, and agreeing to supplement the notice as more information becomes available, and thereafter the parties shall meet and confer in good faith in order to identify a cure of the condition affecting its performance as expeditiously as possible. The nonperforming party shall not be entitled to any damages or additional payments of any kind for any such delay.

6. **Notices.** Except as otherwise expressly provided in this Agreement, a notice or other communication under the Agreement, by either the City or the Company to the other, shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and:

a) In the case of the Company, is addressed to or delivered personally to ES 2024 Mason City Hotel Associates, LLC, c/o Kinseth Hospitality Company, Inc., 801 E. 2nd Ave. Suite 200, Coralville, IA 52241.

b) In the case of the City, is addressed to or delivered personally to City Administrator, City Hall, 10 First Street NW, Mason City, Iowa 50401.

c) The City or the Company may, upon written notice to the other, change the address to which such notices and demands are made.

The City and the Company have caused this Agreement to be signed, in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF MASON CITY, IOWA

By: _____
Mayor

Attest:

City Clerk

ES 2024 MASON CITY HOTEL
ASSOCIATES, LLC, an Iowa limited
liability company

By Kinseth Invest 22, LLC, its Manager

By: _____
Bruce Kinseth

Its: Manager

EXHIBIT A
LEGAL DESCRIPTION OF THE PROPERTY

(final legal description to be inserted)

EXHIBIT B
CONCEPT PLAN

EXHIBIT C
COMPANY'S ESTIMATE WORKSHEET

- (1) Date of Preparation: October ____, 20__.
- (2) Taxable Valuation of Property as of January 1, 20__:
 \$_____.
- (3) Base Taxable Valuation of Property:
 \$_____.
- (4) Incremental Taxable Valuation of Property (2 minus 3):
 \$_____ (the "TIF Value").
- (5) Current City fiscal year consolidated property tax levy rate for purposes of calculating Incremental Property Tax Revenues (the "Adjusted Levy Rate"):
 \$_____ per thousand of value.
- (6) The TIF Value (4) factored by the Adjusted Levy Rate (5).
 \$_____ x \$_____ /1000 = \$_____ (the "Company's Estimate")
- (7) TIF Estimate (\$_____ x Annual Percentage = Company's Estimate (\$_____).

Payment Year	Annual Percentage
First through Seventh Payment Years	100%
Eighth through Tenth Payment Years	50%

EXHIBIT D
FORM OF PROMISSORY NOTE

MAXIMUM PRINCIPAL AMOUNT: \$1,000,000

Interest Rate: 3.25%

Note Date: _____, 2025

Maturity Date: June 1, 2035

ES 2024 Mason City Hotel Associates, LLC (the "Borrower") for value received, promises to pay on the Maturity Date indicated above, to the City of Mason City, Iowa (the "City"), its successors or assigns, the principal sum of One Million Dollars (\$1,000,000), payable as hereinafter provided, in lawful money of the United States of America.

The City has made a loan to the Borrower the principal amount of One Million Dollars (\$1,000,000) (the "Loan") under this Promissory Note (the "Note") and under a certain Development Agreement (the "Agreement") between the City and the Borrower dated _____, 2025, and reference is hereby made to the Agreement for a more complete description of the rights and obligations of the parties hereof.

Payments of principal of and interest on this Note shall be payable on each December 1 and June 1 in the years and in the amounts as set forth on the Repayment Schedule attached hereto as Exhibit A. Principal and interest installments shall be made to the City of Mason City at the Office of the City Clerk, City Hall, 10 First Street NW, Mason City, Iowa 50401 by 12:00 p.m. on the dates set forth on the Repayment Schedule.

The Developer reserves the right to prepay principal of this Note, in whole or in part, without penalty, at any time prior to maturity.

In the event of a default hereunder which has not been cured in accordance with the terms of the Agreement, including the failure to make principal and interest installments as they come due under the terms of the Agreement, the Developer agrees to pay all costs and expenses of collection, including reasonable attorney's fees. The Developer waives demand, presentment, notice of non-payment, protest, notice of protest and notice of dishonor.

This Note is secured, and its maturity is subject to acceleration in each case upon the terms provided in the Agreement.

The validity, construction and enforceability of this Note shall be governed by the internal laws of the State of Iowa without giving effect to the conflict of laws principles thereof.

ES 2024 MASON CITY HOTEL
ASSOCIATES, LLC, an Iowa limited liability
company

By Kinseth Invest 22, LLC, its Manager

By: _____
Bruce Kinseth

Its: Manager

**EXHIBIT A
REPAYMENT SCHEDULE OF NOTE**

Hotel Low-Interest Loan with Balloon

8/8/2024

FY	DATE	PRINC	INT	PYMT	FY TOTAL	BAL
	Beginning:					1,000,000.00
2026	Dec		16,250.00	16,250.00		1,000,000.00
	Jun		16,250.00	16,250.00	32,500.00	1,000,000.00
2027	Dec		16,250.00	16,250.00		1,000,000.00
	Jun		16,250.00	16,250.00	32,500.00	1,000,000.00
2028	Dec		16,250.00	16,250.00		1,000,000.00
	Jun		16,250.00	16,250.00	32,500.00	1,000,000.00
2029	Dec		16,250.00	16,250.00		1,000,000.00
	Jun	27,500.00	16,250.00	43,750.00	60,000.00	972,500.00
2030	Dec		15,803.13	15,803.13		972,500.00
	Jun	28,500.00	15,803.13	44,303.13	60,106.26	944,000.00
2031	Dec		15,340.00	15,340.00		944,000.00
	Jun	29,500.00	15,340.00	44,840.00	60,180.00	914,500.00
2032	Dec		14,860.63	14,860.63		914,500.00
	Jun	30,500.00	14,860.63	45,360.63	60,221.26	884,000.00
2033	Dec		14,365.00	14,365.00		884,000.00
	Jun	31,500.00	14,365.00	45,865.00	60,230.00	852,500.00
2034	Dec		13,853.13	13,853.13		852,500.00
	Jun	32,500.00	13,853.13	46,353.13	60,206.26	820,000.00
2035	Dec		13,325.00	13,325.00		820,000.00
	Jun	820,000.00	13,325.00	833,325.00	846,650.00	-
	Totals:	1,000,000.00	305,093.78	1,305,093.78		
Loan Terms:						
Loan Issued 4/1/25, 1st Principal Payment Jun 29						
25yr amortization with 10yr balloon						
Int.	3.25%					
Princ.		1,000,000				

EXHIBIT E
ANNUAL CERTIFICATION

(due by October 15th as required under terms of Development Agreement)

WHEREAS, the City of Mason City, Iowa (the "City") authorized the payment of certain economic development tax increment payments (the "Payments") to Kinseth Hospitality Company, Inc. (the "Company") pursuant to a Development Agreement (the "Agreement") entered into between the City and the Company; and

WHEREAS, the Agreement contains certain conditions required to be completed by the Company in order for the Company to be eligible to receive such Payments and as such the Company hereby certifies the following as satisfaction of such conditions:

- (i) All property taxes on the Property in the Urban Renewal Area have been paid for the prior fiscal year (and for the current year, if due) and attached to this Annual Certification are proof of payment of said taxes;
- (ii) The Company is not in material violation of the Agreement or any local, state or federal law or regulation and is not aware of any pending or threatened claim against the Company with respect to such laws.
- (iii) The Company owns the Property and is using the Project in its Business Operations.
- (iv) The number of Full-Time Equivalent Employment Positions being maintained by the Company in connection with its business operations at the Project as of October 1, 20__ and as of the first day of each preceding eleven (11) months were as follows:

October 1, 20__ :	April 1, 20__ :
September 1, 20__ :	March 1, 20__ :
August 1, 20__ :	February 1, 20__ :
July 1, 20__ :	January 1, 20__ :
June 1, 20__ :	December 1, 20__ :
May 1, 20__ :	November 1, 20__ :

I certify under penalty of perjury and pursuant to the laws of the State of Iowa that the preceding is true and correct to the best of my knowledge and belief.

Signed this _____ day of _____, 20__.

ES 2024 MASON CITY HOTEL
ASSOCIATES, LLC, an Iowa limited liability
company

By Kinseth Invest 22, LLC, its Manager

By: _____
Its: _____

RESOLUTION NO. 25 -

RESOLUTION SETTING A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH ES 2024 MASON CITY HOTEL ASSOCIATES, LLC, INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS

WHEREAS, the City of Mason City, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted Urban Renewal Plans for the Mason City Reinvestment Urban Renewal Area and the Forest Park Economic Development Area (collectively, the "Urban Renewal Areas"); and

WHEREAS, this City Council has adopted ordinances providing for the division of taxes levied on taxable property in the Urban Renewal Areas pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa for each of the Urban Renewal Area, which fund for each Urban Renewal Areas and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal of and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Areas; and

WHEREAS, the City proposes to enter into a certain development agreement (the "Development Agreement") with ES 2024 Mason City Hotel Associates, LLC (the "Company") in connection with construction by the Company of a new extended stay hotel facility and parking improvements; and

WHEREAS, the Development Agreement would provide financial incentives to the Company in the form of (i) an economic development loan in the amount of \$1,000,000; (ii) an economic development grant in the amount of \$1,750,000; and (iii) annual appropriation incremental property tax payments in an amount not to exceed \$1,900,000 under the authority of Section 403.9(1) of the Code of Iowa; and

WHEREAS, it is necessary to set a date for a public hearing on the Development Agreement, pursuant to Section 403.9 of the Code of Iowa;

NOW THEREFORE, IT IS RESOLVED by the City Council of the City of Mason City, Iowa, as follows:

Section 1. This City Council shall meet on March 18, 2025, at 7:00 p.m., at the Mason City Room of the Mason City Public Library, 225 2nd Street SE, in the City, at which time and place proceedings will be instituted and action taken to approve the Development Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action, the time when and place where said meeting will be held, by publication at least once not less than four days and not more than twenty days before the date of said meeting in a legal newspaper of general circulation in the City. Said notice shall be in substantially the following form:

NOTICE OF MEETING FOR APPROVAL OF DEVELOPMENT AGREEMENT WITH DX2
INVESTMENTS LLC AND AUTHORIZATION OF ANNUAL APPROPRIATION TAX
INCREMENT PAYMENTS

The City Council of the City of Mason City, Iowa, will meet at the Mason City Room of the Mason City Public Library, 225 2nd Street SE, on March 18, 2025, at 7:00 p.m., at which time and place proceedings will be instituted and action taken to approve a Development Agreement between the City and ES 2024 Mason City Hotel Associates, LLC (the “Company”), in connection with the construction by the Company of a new extended stay hotel facility and parking improvements in the Mason City Reinvestment Urban Renewal Area and the Forest Park Economic Development Area, which Agreement provides for certain financial incentives in the form of (i) an economic development loan in the amount of \$1,000,000; (ii) an economic development grant in the amount of \$1,750,000; and (iii) annual appropriation incremental property tax payments (the “Payments”) in an amount not to exceed \$1,900,000 under the authority of Section 403.9(1) of the Code of Iowa.

The commitment of the City to make the Payments to the Company under the Development Agreement will not be a general obligation of the City, but such Payments will be payable solely and only from incremental property tax revenues generated within the Mason City Reinvestment Urban Renewal Area. Some or all of the Payments under the Development Agreement may be made subject to annual appropriation by the City Council.

At the meeting, the City Council will receive oral or written objections from any resident or property owner of the City. Thereafter, the Council may, at the meeting or at an adjournment thereof, take additional action to approve the Development Agreement or may abandon the proposal.

This notice is given by order of the City Council of Mason City, Iowa, in accordance with Section 403.9 of the Code of Iowa.

Aaron Burnett
City Clerk

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

PASSED AND APPROVED FEBRUARY 18, 2025.

Paul Adams, Mayor Pro tem

Attest:

Aaron Burnett, City Clerk

City of Mason City
Development Services Dept.

Memorandum

To: Aaron Burnett, City Administrator
From: Tricia Sandahl, Planning and Zoning Mgr.
Through: Steven J. Van Steenhuyse, Development Services Director *SVS*
Date: February 12, 2025, for the Council meeting of February 18, 2025
RE: Consideration of an ordinance changing the zoning of property generally located in the 500 block of N. Delaware Ave. from Z3 General Urban District to Z4 Multi-Use District (2nd or FINAL)

Recommendation:

The Planning and Zoning Commission held a public hearing on January 15, 2025 to consider rezoning property generally located in the 500 block of N. Delaware Avenue from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District. The Commission voted unanimously to recommend that the City Council approve the rezoning. Staff concurs with this recommendation and requests that the Council give consideration to the ordinance rezoning the property. Because of unique circumstances surrounding the developer's application for Low Income Housing Tax Credits, staff is requesting that the Council waive second reading and approve the ordinance on final reading. (2nd, or FINAL)

Prior Council Action:

The Council held a public hearing on this request at their February 4, 2025 meeting. There were no comments made regarding the application. The ordinance was unanimously approved on first reading.

Compressed Approval Timeline Requested:

The developer selected by the City to redevelop the property subject to this rezoning is submitting an application for the Low Income Housing Tax Credit (LIHTC) program. If the developer can document that the land is appropriately zoned for the proposed development, their application will score higher and be more competitive. Typically, a rezoning requires approval at three separate meetings. In the case of this

rezoning, we would normally expect that the final consideration would take place on March 4, 2025. However, the LIHTC application is due on February 19. Because there was no significant public objection to the rezoning at the February 3, 2025 public hearing, staff requests that the Council waive the second reading and proceed to final approval.

Review:

The subject property, owned by the City of Mason City, is located on the north side of Mason City's downtown. Most of the property is a remnant of the property acquired by the City to complete the realignment of US Highway 65 and the Northbridge Project. It also includes several parcels acquired by the City through Iowa Code Section 657A to facilitate the removal of abandoned properties. The area proposed for rezoning comprises approximately 1.37 acres and is currently zoned Z3 General Urban District.

The City recently solicited proposals for the redevelopment of the property. A proposal for a four-story building was accepted, subject to the granting of certain state incentives. The maximum height allowed in the Z3 Zoning District is 3 stories. The rezoning to Z4 will allow a four-story building on the site. The City is the applicant in this case.

This area was placed in the Z3 Zoning District in 2010 when the zoning ordinance was rewritten. Prior to that time, it was zoned C-CBD Central Business Zoning District. Because this area lacks controlled pedestrian connections to cross US 65, and because of the character of the development on the east $\frac{3}{4}$ of the block, it was determined that the Z3 District was a more appropriate zoning classification for the property. The commercial property at the west end of the block was placed in the Z4 Zoning District. The requested rezoning will extend the existing Z4 district to the centerline of S. Delaware Avenue and facilitate the construction of a four-story building on the site.

The area to the north, northeast, east, and southeast is zoned Z3 General Urban Zoning District and is developed with various types of residential forms and functions including freestanding house, mansion flats, and duplex/two-flat forms. The area to the west and northwest is zoned Z4 Multi-Use Zoning District and is developed with small box and mixed-use forms. The land to the south is zoned Z5 Central Business Zoning District and is developed with a legally non-conforming medium box form used as a grocery store. (Note that the structure is non-conforming due to the building height, setbacks and lot coverage. A medium box form is allowed in the Z5 district)

The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks. The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic, and medium to high density residential uses necessary to support the needs of the overall community.

Comprehensive Plan Analysis:

Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed Use designation include maximizing positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should also maintain a primarily non-residential focus, and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 4, the downtown policy. The policy is found on page 97 of the plan, and reads: "Define strategies to leverage downtown assets for new uses of underused spaces." The proposed rezoning is in a sub-area identified as a "support district". The policy includes a focus on expanding programs that invest in residential development, especially upper story redevelopment. The policy also encourages building the downtown quality of life for an active, attractive, safe, and secure environment that recruits and retains businesses.

Policy 3, focused on neighborhood development, also supports the rezoning. The policy reads: "Target neighborhoods and corridors to pursue infill development and connectivity." The policy focuses on vacant lots that can meet the need for housing growth. The entirety of the property included in the rezoning is vacant; most of the land has been vacant since 2003.

Spot Zoning:

Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z4 Multi-Use District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comments:

Chapter 414.5, Code of Iowa, outlines the process to protest a rezoning. If a written protest against a change of zone is filed with the City Clerk and signed by the owners of twenty percent or more of the owners of the properties within the area considered for the proposed change, or twenty percent or more of the owners within 200 feet of the exterior boundaries of the property for which the rezoning is proposed, the rezoning must be approved by a favorable vote of at least three-fourths of all the members of the City Council. The protest must be filed before or at the public hearing. Staff has not received any comments regarding this request. Any request received prior to the Council meeting will be summarized for the Council at the meeting.

Budget Impact:

There should be no impact to the City's budget from this rezoning.

Council Action Requested:

Staff recommends that the second reading of the ordinance be waived and that the rezoning be approved on FINAL consideration.

Attachments:

- Planning and Zoning Commission Staff Report
- Draft minutes of the January 14, 2025, Planning and Zoning Commission meeting.

Tricia Sandahl

Tricia Sandahl, Planning and Zoning Mgr.

A handwritten signature in black ink, appearing to read "Aaron Bennett". The signature is written in a cursive style with a long horizontal stroke at the end.

Reviewed and Recommend Approval

DRAFT

MINUTES

MASON CITY PLANNING & ZONING COMMISSION
In Person Meeting
Tuesday, January 14, 2025, 7:00 pm

Item 1: Call to Order and Roll Call

Coffey called the meeting to order at 7:01 p.m.

Commissioners present: Timothy Coffey, Amanda Ragan, Dan Worden, Reed Wessman, and Colleen Niedermayer

Commissioners absent: John Fallis

Staff present: Director of Development Services Steven Van Steenhuyse, Planning and Zoning Manager Tricia Sandahl, Administrative Assistant and Secretary to the Commission Regina Card

Coffey asked for a roll call.

Roll was called:

Coffey	Yes	Wessman	Yes
Congello	Absent	Ragan	Yes
Worden	Yes	Fallis	Absent
Niedermayer	Yes		

Item 2: Approval of Agenda

As there were no changes, the agenda was adopted as submitted.

Item 3: Approval of Minutes

Minutes of the meeting of Tuesday, June 11, 2024

As there were no changes, the minutes were adopted as submitted.

Item 4: Changes of Zone

4.1 RZ2025-01- City of Mason City: a request for the rezoning of recently annexed land in west Mason City from Z1, Agriculture, to Z4, Multi-Use Zoning District.

DRAFT

Van Steenhuyse gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from the City of Mason City to rezone recently annexed property generally located at the southeast corner of Iowa Highway 122 and Lark Avenue, from Z1 Agriculture to Z4, Multi-Use Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

Background: The parcel to be rezoned is located south of the undeveloped area of the Sedars Auto Park subdivision, at the western edge of the city. It consists of 40 acres on the south side of IA 122, including the contiguous highway right of way and the east half of Lark Avenue, extending from the IA 122/Lark intersection about ¼ mile south along Lark Avenue and ¼ mile east along IA 122. The majority of the property is owned by Cerro Gordo County, but a recently created parcel at the northwest corner of the site is owned by Atwater Mason City IA, LLC. This site is currently being developed with a new Tractor Supply store.

The developers of the new Tractor Supply store approached the County to develop this site in 2023. However, they also wanted to connect to the City-owned water and sanitary sewer lines in Lark Avenue. Typically, a use connecting to City utilities must also be within the City limits. The City has a 28E Agreement with the County to provide water and sanitary sewer utilities to the County Law Enforcement Center and Engineering Department on the west side of Lark Avenue, as well as to the Country Meadow Place senior complex on Kingbird Avenue farther to the west.

For a private function such as Tractor Supply, water and sewer can only be made available if the property is annexed to the City. The County agreed to annex the land on which the store would be built, as well as the remaining 40 acres at the SE corner of Lark and 122. Tractor Supply wanted to begin construction as soon as possible, so it was agreed between the City, the County, and Atwater Mason City IA, LLC (the Tractor Supply developer and land owner) that construction could begin prior to annexation. The County then sold to Atwater a 5.18-acre parcel at the NW corner of the site.

The City Council approved a resolution for the 100% voluntary annexation of the County and Atwater properties on November 5, 2024; the annexation became official on November 15, 2024, when it was acknowledged by the Iowa Secretary of State. The Zoning Ordinance provides that upon annexation, property is automatically zoned Z1, Agriculture. The owners request that the properties be rezoned to Z4, Multi-Use District. The Z4 District will allow both the Tractor Supply store as well as future commercial forms and functions along the annexed section of IA 122.

Neighboring development and zoning: The land to the north is in the City and is zoned Z4- Multi-Use District. To the east, the land is in Cerro Gordo County and is zoned C-2, General Commercial, along with a portion that does not front on IA 122 zoned A-1, Agricultural. The remaining land to the south and west is zoned A-1, Agricultural. All of the surrounding lands are vacant farmland except for the County Law

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Enforcement Center to the southwest and the Sedars Auto Park businesses (Decker's Sports, Cinema West, the Nissan and Chrysler dealerships, etc.) on the north side of IA 122.

Analysis: The purpose of the Z1 Agricultural District is to provide areas in which agriculture and related uses are supported and natural ecosystems, woodlands, wetlands, prairies, etc., are preserved to prevent soil erosion, protect water quality and support biodiversity and natural habitats. (Section 12-14-1). As the most restrictive zoning district, land that is annexed is automatically zoned Z1. It is understood that land intended for functions other than agriculture will be rezoned after annexation.

The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic and medium to high density residential uses necessary to support the needs of the overall community and planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets and parking facilities. The Tractor Supply store and other retail forms and functions are allowed in the Z4 District.

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. The North Iowa Corridor Joint Comprehensive Plan designates this area as Commercial Mixed Use. Land developed in this designation includes a variety of commercial and office uses, as well as mixed use and higher density residential uses. This area is also located in the "Common Ground" subarea as identified by the Comprehensive Plan. This area is mostly within Cerro Gordo County between the city limits of Mason City and Clear Lake, along IA 122 and 255th Street (19th Street SW in Mason City). According to the Plan, a city rezoning within the Common Ground area is subject to the adopted procedures of the respective jurisdiction, with review and comment provided by the County. The County is an owner of land to be rezoned and has provided acknowledgment and approval of the proposed rezoning. A Common Ground rezoning is in accordance with the Joint Comprehensive Plan if it aligns with the Plan goals and future land use map, is compatible with future land uses in the area, and there is or can be adequate public services to the area. The forms and functions allowed in the proposed Z4 Multi-Use zoning district are compatible with the Commercial Mixed-Use designation; the proposed rezoning is in accordance with the Common Ground shared policies and actions.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the planned uses for the area and the proximity of the property to other areas of Z4 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning

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challenge. The proposed rezoning is supported by the Joint Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on the property. To date, staff has not received any comments either for or against the proposed rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:08 PM. Public hearing closed at 7:09 PM.

Ragan moved to recommend approval to the City Council for the Change of Zone. Niedermayer seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

4.2 RZ2025-02- City of Mason City: a request to rezone property generally located in 500 block of N. Delaware Ave. from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District.

Van Steenhuyse informed the Commission that an address of 508 N. Delaware Ave. has been established since this application was initially submitted.

Sandahl gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from the City of Mason City to rezone the property generally located in the 500 block of N. Delaware Avenue from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

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Background: The subject property, owned by the City of Mason City, is located on the north side of Mason City's downtown. The majority of the property is a remnant of the property acquired by the City to complete the realignment of US Highway 65 and the Northbridge Project. It also includes several parcels acquired by the City of Mason City through Iowa Code Section 657A to facilitate the removal of abandoned properties. The area proposed for rezoning comprises approximately 1.37 acres and is currently zoned Z3 General Urban District.

The City recently solicited proposals for the redevelopment of the property. A proposal for a four-story building was accepted, subject to the granting of certain state incentives. The maximum height allowed in the Z3 Zoning District is 3 stories. The rezoning to Z4 will allow a four-story building on the site.

This area was placed in the Z3 Zoning District in 2010 when the zoning ordinance was rewritten. Prior to that time, it was zoned C-CBD Central Business Zoning District. Because this area lacks controlled pedestrian connections to cross US 65, and because of the character of the development on the east $\frac{3}{4}$ of the block, it was determined that the Z3 District was a more appropriate zoning classification for the property. The commercial property at the west end of the block was placed in the Z4 Zoning District. The requested rezoning will extend the existing Z4 district to the centerline of S. Delaware Avenue.

Neighboring development and zoning: The area to the north, northeast, east, and southeast is zoned Z3 General Urban Zoning District and is developed with various types of residential forms and functions including freestanding house, mansion flats, and duplex/two-flat forms. The area to the west and northwest is zoned Z4 Multi-Use Zoning District and is developed with small box and mixed-use forms. The land to the south is zoned Z5 Central Business Zoning District and is developed with a legally nonconforming medium box form used as a grocery store. (Note that the structure is non-conforming due to the building height, setbacks and lot coverage. A medium box form is allowed in the Z5 district)

Analysis: The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks. (Section 12-11-1) The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic, and medium to high density residential uses necessary to support the needs of the overall community. Development is typically planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets, and parking facilities. (Section 12-12-1).

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as

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“Commercial Mixed Use with Downtown Policy Area.” Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed-Use designation include maximizing positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should also maintain a primarily nonresidential focus, and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 4, the downtown policy. The policy is found on page 97 of the plan, and reads: “Define strategies to leverage downtown assets for new uses of underused spaces.” The proposed rezoning is in a sub-area identified as a “support district”. The policy includes a focus on expanding programs that invest in residential development, especially upper story redevelopment. The policy also encourages building the downtown quality of life for an active, attractive, safe, and secure environment that recruits and retains businesses. Policy 3, focused on neighborhood development, also supports the rezoning. The policy reads: “Target neighborhoods and corridors to pursue infill development and connectivity.” The policy focuses on vacant lots that can meet the need for housing growth. The entirety of the property included in the rezoning is vacant; most of the land has been vacant since 2003.

This property is contiguous to other development in the area. Public infrastructure is available on the property and development of the site will not result in the extension of urban services into inappropriate areas. When development occurs on the site, it will be compact.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z4 Multi-Use District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on

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the property. To date, staff has not received any comments either for or against the proposed rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:16 PM.

Jeff Bergo-40 River Heights Dr.- stated that he has a three-plex just east of Stebens Children's Theatre and that he thinks the City is maximizing the amount of space by proposing four stories, as opposed to three. He went on to say that, from a parking standpoint, he doesn't feel it's advisable or possible in this area/zoning district. Mr. Bergo stated that he feels from a safety standpoint, access to the property from US 65, especially dealing with the curve, poses concerns as well.

Public hearing closed at 7:19 PM.

Van Steenhuyse clarified that, unlike the downtown Z5 Central Business zoning district that Mr. Bergo referenced in his comment, the proposed Z4 Multi-Use District does have parking requirements that the development will need to meet. He went on to explain that the proposed site plan(s) includes underground as well as surface parking.

Worden moved to recommend approval to the City Council for the Change of Zone. Wessman seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

4.3 RZ2025-03- Gregory Gomery: a request to rezone property generally located at the intersection of S. Pennsylvania Avenue and 2nd St. SE from Z5 Central Business Zoning District to Z3 General Urban District.

Sandahl gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from Gregory Gomery to rezone property generally located at the intersection of S. Pennsylvania Avenue and 2nd St. SE from Z5

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Central Business Zoning District to Z3 General Urban Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

Background: The property that is the subject of this rezoning request lies on the north side of 2nd St. SE between the north/south alley lying between S. Delaware Avenue and S. Pennsylvania Avenue and extending east to the north/south alley lying between S. Pennsylvania Avenue and S. Georgia Avenue. It includes an accessory parking lot, a multiple flat building, three freestanding houses (one of which houses a corner store), and a two-flat/duplex form. The area proposed for rezoning comprises approximately 1.65 acres and is currently zoned Z5 Central Business Zoning District.

The applicant has listed his home at 132 2nd St. SE for sale and a potential buyer encountered difficulties obtaining a mortgage because a freestanding house is not allowed in the Z5 District. Lenders are hesitant to finance the purchase of improvements that do not conform to the underlying zoning. The area proposed for rezoning is adjacent and abutting a Z3 General Urban Zoning District to the south. After discussing options with Mr. Gomery, we determined that we could support a rezoning of the Gomery property and other properties in the area that would likely encounter the same issues as Mr. Gomery encountered if they are listed for sale. Each of the six properties included in the rezoning are legally non-conforming due to use or bulk requirements in the Z5 District. A rezoning will correct this for all but one property. The parking lot will continue to be considered legally non-conforming because it does not meet the performance standards for parking lots; the use itself is allowed in the Z3 District. Staff has researched the zoning in this area, and it appears this area has been in the same zoning district as the downtown core since at least 1966. The name of this district has changed over time.

Neighboring development and zoning: The area to the southwest, west, northwest, north and northeast is zoned Z5 Central Business Zoning District. This area is developed with a funeral home, bed and breakfast, the community theater, and various commercial buildings. A freestanding house lies directly to the north of the Gomery property. The former North Iowa Hospice lies directly to the east. The area to the south and southeast is zoned Z3 General Urban District. The MacNider Art Museum and the Mason City Public Library lie to the south and southeast. Additional areas of Z3 District lie further to the east.

Analysis: The purpose of the Z5 Central Business District is to provide for higher density, multi-story mixed use buildings that accommodate a variety of retail, entertainment, business and personal services, office, lodging, residential and civic functions supported by public squares, plazas and miniparks within a walkable, interconnected grid of landscaped streets with sidewalks. The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks.

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Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goal of the Commercial Mixed-Use designation is to maximize positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should maintain a primarily non-residential focus and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 5. The policy is found on page 97 of the plan and reads: "Mason City knows that historic preservation is an opportunity for reinvention and can reinvigorate areas with a spirit that may be harder to create with new buildings." This part of downtown Mason City is referred to as the East of Delaware area on the nomination to place the downtown on the National Register of Historic Places. The neighborhood was originally developed as a residential neighborhood and was developed with primarily single-family residences. In the early 1900s, as Mason City felt pressure to expand the downtown, redevelopment of these areas began. One of the first structures built was the Brick and Tile building. By the 1920s, a variety of commercial structures had replaced many of the single-family homes. The area proposed for rezoning is one of the last remaining remnants of this residential development downtown. Rezoning the property will help preserve the historic character of these residential structures.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z3 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on

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the property. To date, staff has not received any comments either for or against the proposed rezoning.

Property Owner Comments: Staff has received rezoning petitions from five of the six property owners included in the rezoning. The sixth owner has not objected to the rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:27 PM.

Gregory Gomery-132 2nd St. SE, Mason City, IA 50401- stated that he bought the house as a duplex and then fixed it up and converted it into a single-family home. He went on to explain that he did have an offer from someone to purchase the property and that the appraiser that researched the property discovered the zoning of the property created a conflict when it comes to the sale of the property. Mr. Gomery stated that the offer was pulled due to the zoning concerns. He just got a job in Kansas and needs to move and would like to get the property sold as smoothly and as soon as possible.

David Lee-202 2nd St. SE, Mason City, IA 50401- asked if this rezoning will possibly have a negative effect on what he can do with his property in the future. Sandahl explained that he would have additional options under the Z3 District. Mr. Lee asked for verification regarding whether or not this rezoning will actually improve his ability to possibly sell the property in the future. City Staff stated that rezoning to Z3 General Urban District could help Mr. Lee sell his property in the future.

Jordan Rose-Real Estate Agent-'2227 19th St. SW, Mason City, IA 50401- stated that it's his understanding that the property being zoned as Z5 limits Mr. Gomery. Ragan asked Mr. Gomery if there was a house on the block just to the east that sold recently. Mr. Rose and City Staff clarified that ~~these~~ there were different and unique circumstances related to that sale and Mr. Rose explained that the house was a duplex at the time. Mr. Gomery stated that he believes the house that was sold was technically a duplex but that it wasn't lived in as such.

Public hearing closed at 7:33 PM.

Ragan moved to recommend approval to the City Council for the Change of Zone. Worden seconded.

Roll was called:

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Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

Item 5: Miscellaneous

5.1 25-M-01- Permanent Placement of Public Art: a request for the recommendation for the permanent placement of art on public property.

Sandahl gave the staff report.

Request: Staff has received a request for review and recommendation of the permanent placement of two public sculpture installations on public property in Mason City. Photos and descriptions of the sculptures are attached. The Commission's recommendation will be forwarded to the City Council for final action at their February 4, 2025, meeting.

Background: Title 2-2-4 of the Municipal Code outlines the powers and duties of the Planning and Zoning Commission as they relate to planning. Title 2-2-4.C of the Code tasks the Commission with the duty to make recommendations on improvements. It states:

No statuary, memorial or work of art in a public place, and no public building, bridge, viaduct, street fixture, public structure or appurtenance shall be located or erected or a site for such structure obtained until and unless the design and proposed location of such structure be submitted to the Planning and Zoning Commission for its recommendation. No permits for such structures shall be issued without the Commission having made the above recommendation. However, such requirements for recommendations shall not act as a stay upon action where the Commission, after thirty (30) days' written notice requesting such recommendations, has failed to file the same.

The City is currently developing the Riverwalk, a gathering space and walking path on the north bank of Willow Creek between the one-way segments of US Highway 65. As part of the development, two sculptural installations will be constructed.

The first is entitled "Harmony in Light." This installation features 19 large stainless-steel cylinders lit from within. The cylinders are laser cut with classic Prairie School patterns. Interior lighting and sunlight will cast the patterns on surrounding areas. Renderings and a site plan are attached.

The second installation is called "Resonance." The installation includes 9 elements reminiscent of tuning forks that will be integrated into the guardrails west of the bridge connecting the mall parking lot and The River apartments.

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Staff and Utility Comments: Development Services Department staff consulted with the relevant City departments and public utility providers. The plans for the Riverwalk, that included both sculpture installations, were also reviewed by the Development Review Committee and there were no requested condition or objections to the permanent placement of the sculptures.

Requested Action: Staff respectfully requested that the Commission review the request and make a recommendation to the City Council. The Commission should consider the impact the placement of the sculptures will have on the extension of public services and utilities; other potential uses of the public property on which the sculptures will be placed; and the potential limits placement of the sculptures may have on the future development of the Community. Staff does not believe that permanent placement of the sculptures would have a detrimental impact to the use of the property or limit future development in the community. Further, staff believes that the sculptures are an appropriate scale for their settings.

Staff requested that Commission recommend to the City Council that both permanent sculpture installations be approved.

Coffey asked if members of the public buy sculptures and want to place them in their neighborhood, if review of the placement will need to come to the Planning & Zoning Commission. Sandahl explained that typically, yes, if the sculpture will be on public property. Coffey stated that the reason he's asking is because he and his wife purchased a sculpture that he may not vote on if it requires review and recommendation by the Planning & Zoning Commission as it may be a conflict of interest to do so. He then asked if he could request that the sculpture be placed in a specific location. Sandahl explained that he would be able to request the location for the placement of the sculpture.

Kristy King- Bergland + Cram/115 S Delaware Ave, Mason City, IA 50401- stated that the Riverwalk is a place making development that's meant to organize and improve the pedestrian experience along Willow Creed and through the parking lot of the Mall and that it's also intended to really recognize what's great, unique, and special about Mason City. She went on to say that the overall shape of the Harmony In Light sculpture(s) nods to both a pipe organ & the prairie school design reflecting Mason City's musical and architectural heritage. Coffey asked what the timeline for completion of the installation of the sculptures ~~might~~ will be. Ms. King stated that completion of the Riverwalk is slated for late summer and that the sculptures are planned to be installed after construction is completed. Worden asked if the light cast out of the sculpture(s) will overlap. Ms. King stated that that's the intention.

Ryan Hanser-Representative of the Artists- stated that he's delighted that his team out of LA was selected and that he's really happy for Mason City to be activating such a neat piece of public art.

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Public hearing opened at 7:45 PM.

Ms. King clarified that the tuning fork placement will be both along the riverwalk and will also extend from the Riverwalk along the planned pedestrian path to the Mall to offer additional lighting.

Public hearing closed at 7:46 PM.

Niedermayer moved to recommend approval of the text amendment to City Council.
Worden seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragain	Yes		
Worden	Yes		
Niedermayer	Yes		

5.2 25-M-02- Permanent Placement of Public Art: a request for recommendation for the permanent placement of art on public property.

Sandahl gave the staff report.

Request: Staff has received a request for review and recommendation of the permanent placement of a piece of sculpture on public property in Mason City. Photos of the sculpture can be found below. A site plan showing the proposed location is attached. The Commission's recommendation will be forwarded to the City Council for final action at their February 4, 2025, meeting.

Background: Title 2-2-4 of the Municipal Code outlines the powers and duties of the Planning and Zoning Commission as they relate to planning. Title 2-2-4.C of the Code tasks the Commission with the duty to make recommendations on improvements. It states:

No statuary, memorial or work of art in a public place, and no public building, bridge, viaduct, street fixture, public structure or appurtenance shall be located or erected or a site for such structure obtained until and unless the design and proposed location of such structure be submitted to the Planning and Zoning Commission for its recommendation. No permits for such structures shall be issued without the Commission having made the above recommendation. However, such requirements for recommendations shall not act as a stay upon action where the Commission, after thirty (30) days' written notice requesting such recommendations, has failed to file the same.

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River City Sculptures on Parade is proposing to place a sculpture entitled "Spiral Dance" near the south entrance to Southbridge Mall. The sculpture was purchased with a grant from the Phyllis and David Murphy Foundation and gifted to the City of Mason City. The sculpture will mark the entrance to the Riverwalk from the mall. The sculpture was part of the 2024-2025 sculpture walk and is being displayed on W. State St. on the north side of the Principal building. River City Sculptures on Parade will be displaying a new casting of the sculpture on a limestone pedestal located in a parking lot island across from the mall entrance.

Staff and Utility Comments: Development Services Department staff consulted with the relevant City departments and public utility providers. There were no requested conditions or objections to the permanent placement of the sculpture.

Requested Action: Staff respectfully requested that the Commission review the request and make a recommendation to the City Council. The Commission should consider the impact the placement of the sculpture will have on the extension of public services and utilities; other potential uses of the public property on which the sculpture will be placed; and the potential limits placement of the sculpture may have on the future development of the Community. Staff does not believe that permanent placement of the sculpture would have a detrimental impact to the use of the property or limit future development in the community. Further, staff believes that the sculpture is an appropriate scale for the setting.

Staff recommended that Commission recommend to the City Council that "Spiral Dance" be permanently placed as proposed.

Sandahl clarified some elements of the site plan with the Commissioners. Van Steenhuyse asked for verification of the sculptures color. Sandahl stated it will be coated in white but cast in bronze.

Public hearing opened at 7:50 PM.

Aaron Burnett- stated that the previous sculpture like this one was vandalized and destroyed. He went on to say that the sculpture being ~~cast~~ in bronze will help make this sculpture more durable than the first and that the size of the sculpture will likely help as well.

Public hearing closed at 7:52 PM.

Ragan moved to recommend approval of the text amendment to City Council. Niedermayer seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
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Ragain	Yes
Worden	Yes
Niedermayer	Yes

5.3 Discussion: meeting time.

City Staff and the Commission discussed changing the meeting time to 5:00 PM on the second Tuesday of every month. All ayes.

Item 6: Staff Update

None.

Item 7: Adjourn

The meeting adjourned at **8:01 pm**.

ATTEST:

Regina Card, Secretary

Timothy Coffey, Vice Chair

**Mason City Planning & Zoning Commission
Staff Report**

Date: January 2, 2025

File: RZ2025-02

Applicant: City of Mason City

Request: A request to rezone property generally located in 500 block of N. Delaware Ave. from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District.

Request: Staff respectfully requests that the Planning and Zoning Commission hold a public hearing regarding an application from the City of Mason City to rezone the property generally located in the 500 block of N. Delaware Avenue from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application. A location map of the proposed rezoning is attached.

Background: The subject property, owned by the City of Mason City, is located on the north side of Mason City's downtown. The majority of the property is a remnant of the property acquired by the City to complete the realignment of US Highway 65 and the Northbridge Project. It also includes several parcels acquired by the City of Mason City through Iowa Code Section 657A to facilitate the removal of abandoned properties. The area proposed for rezoning comprises approximately 1.37 acres and is currently zoned Z3 General Urban District.

The City recently solicited proposals for the redevelopment of the property. A proposal for a four-story building was accepted, subject to the granting of certain state incentives. The maximum height allowed in the Z3 Zoning District is 3 stories. The rezoning to Z4 will allow a four-story building on the site.

This area was placed in the Z3 Zoning District in 2010 when the zoning ordinance was rewritten. Prior to that time, it was zoned C-CBD Central Business Zoning District. Because this area lacks controlled pedestrian connections to cross US 65, and because of the character of the development on the east ¾ of the block, it was determined that the Z3 District was a more appropriate zoning classification for the property. The commercial property at the west end of the block was placed in the Z4 Zoning District. The requested rezoning will extend the existing Z4 district to the centerline of S. Delaware Avenue.

Neighboring development and zoning: The area to the north, northeast, east, and southeast is zoned Z3 General Urban Zoning District and is developed with various types of residential forms and functions including freestanding house, mansion flats, and duplex/two-flat forms. The area to the west and northwest is zoned Z4 Multi-Use Zoning District and is developed with small box and mixed use forms. The land to the south is zoned Z5 Central Business Zoning District and is developed with a legally non-conforming medium box form used as a grocery store. (Note that the structure is non-conforming due to the building height, setbacks and lot coverage. A medium box form is allowed in the Z5 district)

Analysis: The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores,

parcs and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks.(Section 12-11-1) The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic, and medium to high density residential uses necessary to support the needs of the overall community. Development is typically planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets, and parking facilities. (Section 12-12-1).

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed Use designation include maximizing positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should also maintain a primarily non-residential focus, and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 4, the downtown policy. The policy is found on page 97 of the plan, and reads: "Define strategies to leverage downtown assets for new uses of underused spaces." The proposed rezoning is in a sub-area identified as a "support district". The policy includes a focus on expanding programs that invest in residential development, especially upper story redevelopment. The policy also encourages building the downtown quality of life for an active, attractive, safe, and secure environment that recruits and retains businesses.

Policy 3, focused on neighborhood development, also supports the rezoning. The policy reads: "Target neighborhoods and corridors to pursue infill development and connectivity." The policy focuses on vacant lots that can meet the need for housing growth. The entirety of the property included in the rezoning is vacant; most of the land has been vacant since 2003.

This property is contiguous to other development in the area. Public infrastructure is available on the property and development of the site will not result in the extension of urban services into inappropriate areas. When development occurs on the site, it will be compact.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z4 Multi-Use District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of

the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on the property. To date, staff has not received any comments either for or against the proposed rezoning.

Requested Action: Staff respectfully requests that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Attachments:

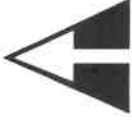
- Location Map
- Area Zoning Map
- Form and Function Table
- Change of Zone Checklist

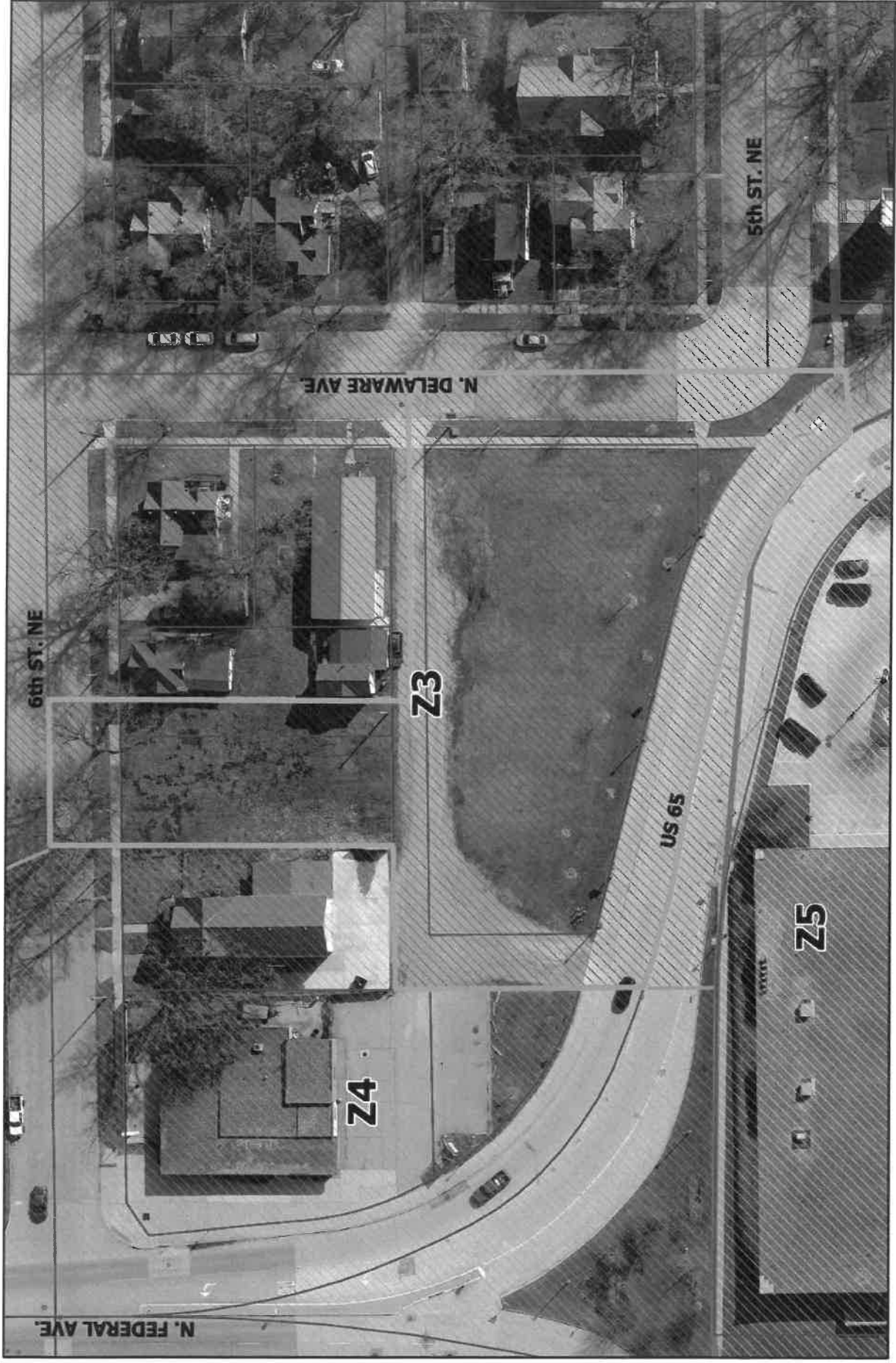
*R:\Boards & Commissions\Planning & Zoning\2025 P & Z\01-14-25\RZ2025-02 City of Mason City
(Northbridge)\25-02 City of Mason City-Northbridge Remnant.docx*



RZ2025-02 - City of Mason City, applicant

Rezone from Z3 General Urban to Z4 Multi-use District





RZ2025-02 - City of Mason City, applicant

Area to be rezoned from Z3 General Urban District to Z4 Multi-Use District.



12-8-3 Zoning Form and Function Table

Table 2: Zoning Form and Function Table

	AGRICULTURE	SUB-URBAN	GENERAL URBAN	MULTI-USE	CENTRAL BUSINESS	INDUSTRIAL	SPECIFIC USE
	Z1	Z2	Z3	Z4	Z5	Z6	Z7*
A. Residential/mixed use							
Accessory dwelling	P	P	P				
Duplex/two flat		P	P	P			
Farm dwelling	P	P		P		P	
Family home	P	P	P	P			
Freestanding house	P	P	P				
Group dwelling			P1	P	P1		
Live/work building			P	P	P	C*	
Mansion apartment			P	P	P1		
Mixed use block building				P	P		
Multiple flats			P1	P	P		
Sideyard/zero lot line house		P	P	P			
SRO			C		P1		
Town house		P	P	P	P		
B. Lodging							
Bed & breakfast	P	P	P	P	P		
Dormitory				P1	P1		
Hotel				P	P		
Inn	C		C	P	P		
Residence lodging	P	P	P	P			
C. Office/Misc.							
Carrier office		P1	P	P	P		
Personal hobby building				P		P	
Office building				P	P	P	
D. Commercial/retail service							
Adult use				C		P	
Box, large				P			
Box, medium				P	P1		
Box, small			P1	P		P	
Corner store	P	P1	P	P	P	P	
Multiple principal bldg. development				P1		P1	
Open air market				P	P		
Restaurant	P1	C	C	P	P	P	
Roadside stand	P						
Self storage				C		P	
Shopping strip				P1			
Shopping mall				P1	P2		
Taverns or similar				P	P		
E. Civic							
Auditorium				P1	P1		
Convention center				P2	P2		
Golf course	P	P1				P	
Indoor recreation				P	P	P	
Library		P2	P2	P2	P2		
Movie theater				P	P		
Museum	C	C	P1	P1	P		
Outdoor recreation	C	C	C	P1		P1	
Public parks and related facilities	P	P	P	P	P	P	
Religious assembly, large		C		P1		C	
Religious assembly, medium		C	C	P	P1	C	
Religious assembly, small	C	P1	P	P	P		

NOTES TO TABLE 2:

*Z7 Specific Use District: See section 12-15-6, Table 1A of this title for permitted and conditional forms and functions in the Z7 Specific Use districts

P = Permitted; P* = Open Industry functions are permitted only in the Z6-O District.

P1 = Permitted subject to Planning and Zoning Commission site plan approval, with notification to neighbors.

P** and P1** = in the Z4 South Federal Gateway Overlay District, allowed only as a Conditional Use. See section 12-12-7 B

P2 = Permitted subject to Planning and Zoning and City Council site plan approval with notification to neighbors.

C = Conditional subject to Zoning Board of Adjustment approval.

C* = Z6-R districts only

C** = Conditional use only in the Z4 South Federal Gateway Overlay District; see section 12-12-7 B. Not permitted in the remainder of the Z4 District.

	AGRICULTURE	SUB-URBAN	GENERAL URBAN	MULTI-USE	CENTRAL BUSINESS	INDUSTRIAL	SPECIFIC USE
	Z1	Z2	Z3	Z4	Z5	Z6	Z7*
F. Civic support							
Cemetery	P	P					
Clinic			P1	P	P		
Crematorium	P			P	C	P	
Fairgrounds	P						
Funeral home		C	P1	P	P		
Hospital				P1	P1		
Parking structure				P2	P2		
Public safety facility	P2	P2	P2	P2	P2	P2	
Public works garage	P2			P2		P2	
G. Education							
9-12/High school		C	C	P1	P1		
College	C			P1	P1		
Daycare	P	P	P	P	P	P	
K-8		P1	P1	P	P		
Preschool		P1	P	P	P		
Trade school			P1	P	P	P	
H. Automotive							
Gas/convenience	C		P1	P	P1	P	
Vehicle repair	C		C	P	P1	P	
Vehicle Sales/ rental	C			P		P	
I. Agriculture							
Community garden	P	P	P	P	P	P	
Grain storage	P					P	
Greenhouse	P	C		P		P	
Kennel	P			P1		P	
Livestock	P					P	
Farm	P	P		P		P	
Small farm		C					
Stable	P						
J. Industrial							
Agribusiness	P1					P	
Artisan/craftsman shop				P	P	P	
Contractor shops	P1			P		P	
Cross docking facility				C**		P	
Industry, open						P*	
Industry, restricted						P	
Office-showroom				P		P	
Warehousing						P	
Waste transfer						C	
Wastewater treatment	P2					P2	
Water treatment	P2					P2	
K. Accessory uses							
Active solar equipment	P	P	P	P	P	P	
Agribusiness	C						
Drive-through			P1	P	P1	P	
Home occupations	P	P	P	P	P		
Outdoor storage	P			P1**		P	
Outdoor customer dining area	P1	P1	P1	P	P	P	
Accessory parking structure				P1	P1		
Seasonal sales/display	P			P**	P	P	
Small wind equipment	P	P	P	P	P	P	
Dispersed wind equipment	C	C	C	C	C	C	
Accessory surface parking (off site)			C	P	C	P	

CHANGE OF ZONING CHECKLIST

This list is intended to provide guidance when a request for a change of zone is made. This list is not all-inclusive, nor will it be pertinent for all requests. It is intended to be used as a guide and not a scorecard. Each request for a change of zone requires a careful analysis, as each parcel is unique.

BROADER COMPREHENSIVE PLANNING EFFORTS

1. Does the requested rezoning conform to the City's comprehensive plan and future land use map?
2. Does the requested rezoning conform to any sub-area plans?

LAND USE NEEDS AND BALANCE

3. Does the requested rezoning encourage a land use balance within the City and its perimeter area that promotes the efficient provision of services, generates revenues which cover the costs of those services, and provides a mix of employment and housing opportunities consistent with the neighborhood area concept?
4. Does the requested rezoning provide adequate residential land uses to achieve diversity in location and type throughout the City?
5. Does the requested rezoning provide for commercial and industrial area to service neighborhood, regional and business needs?
6. Is there a public need for additional land to be rezoned to the class requested?
7. If there is a need for additional land to be rezoned as requested, should the rezoning be done in the areas requested or would the public interest be better served if the rezoning were done in other areas of the city?
8. Is there an alternative site for the suggested use that would eliminate the necessity for rezoning?

LEGAL ISSUES

9. Would granting the rezoning request raise any legal questions such as spot zoning, violations of precedents, or the rule of "unreasonableness"?

PRACTICAL QUESTIONS OF DEVELOPMENT OF SITE

10. Does the requested rezoning lessen congestion in the street; secure safety from fire, flood, panic and other dangers; promote health and general welfare; provide adequate light and air; prevent overcrowding of land; avoid undue concentration of population; facilitate the adequate provision of transportation, water, sewer services, schools, parks and other

public requirements; preserve the character of area or neighborhood; conserve the value of buildings; or encourage the most appropriate use of land throughout Mason City?

11. Would granting the rezoning request create or worsen traffic problems?
12. Would the permitted uses in the proposed district be compatible with surrounding land uses?
13. Would granting the rezoning request adversely affect property values of adjacent landowners to an unreasonable degree?
14. Would granting the rezoning request impose undue hardship on adjacent owners, such as noise, light and glare, odor, vibration or other nuisances?
15. Would granting the rezoning request result in problems due to topography, drainage, soil or other natural systems and features?
16. Does the size and shape of the parcel allow for development that meets the bulk regulations and parking requirements in the proposed zone?
17. Are the necessary utilities in place to support the permitted uses in the proposed district?

ORDINANCE NO. 24 –

AN ORDINANCE AMENDING TITLE 12 OF THE CITY CODE OF THE CITY OF MASON CITY, IOWA, IT BEING THE ZONING ORDINANCE OF SAID CITY, AND CHANGING THE BOUNDARIES OF CERTAIN DISTRICTS THEREIN ZONED Z3 GENERAL URBAN DISTRICT TO Z4 MULTI-USE DISTRICT FOR PROPERTY GENERALLY LOCATED IN THE 500 BLOCK OF N. DELAWARE AVENUE

WHEREAS, the Planning and Zoning Commission of the City of Mason City, Iowa, after a public hearing held on January 14, 2025, recommended approval of a change of zone classification of a certain area hereinafter described, and

WHEREAS, the City Council of the City of Mason City, Iowa, did hold a public hearing on the 4th day of February, 2025.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mason City, Iowa:

Section 1: That Title 12 of the City Code of the City of Mason City, Iowa and the Zoning Map of the City of Mason City, Iowa, by this reference made a part hereof, be and the same is hereby amended by changing the district boundaries thereof so as to change the classification of property generally located in 500 Block of N. Delaware Avenue from Z3 General Urban District to Z4 Multi-Use District and legally described as follows:

Legal Description:

THE SOUTH HALF (1/2) OF THE 6TH ST. NE RIGHT-OF-WAY ABUTTING THE NORTH LINE OF THE WEST HALF (1/2) OF LOT FOUR (4), ALL OF LOT FIVE (5) AND THE EAST HALF (1/2) OF LOT SIX (6) IN BLOCK FORTY-ONE (41) IN RAILROAD ADDITION TO MASON CITY, IOWA;

AND

THE WEST HALF (1/2) OF LOT FOUR (4), ALL OF LOT FIVE (5) AND THE EAST HALF (1/2) OF LOT SIX (6) IN BLOCK FORTY-ONE (41) IN RAILROAD ADDITION TO MASON CITY, IOWA;

AND

THE NORTH-SOUTH ALLEY LYING BETWEEN LOTS ONE (1) AND TWO (2), BLOCK 2, NORTHBRIDGE FIRST SUBDIVISION, MASON CITY, IOWA;

AND

THAT PART OF THE EAST-WEST ALLEY ABUTTING THE WEST HALF (1/2) OF LOT SIX (6) ALL OF LOT SEVEN (7) AND THE EAST HALF (1/2) OF LOT EIGHT (8) BLOCK FORTY ONE (41) RAILROAD ADDITION, MASON CITY, IOWA;

AND

THE SOUTH HALF (1/2) OF THE EAST-WEST ALLEY LYING IN BLOCK FORTY-ONE (41) IN RAILROAD ADDITION TO MASON CITY, IOWA AND ABUTTING

LOT ONE (1), BLOCK TWO (2), NORTHBRIDGE FIRST SUBDIVISION, MASON CITY, IOWA;

AND

LOT 1, BLOCK 2, NORTHBRIDGE FIRST SUBDIVISION, MASON CITY, IOWA;

AND

THE WEST HALF OF THE N. DELAWARE AVE. RIGHT-OF-WAY ABUTTING THE SOUTH ONE HALF OF THE EAST/WEST ALLEY IN BLOCK FORTY-ONE (41) IN RAILROAD ADDITION TO MASON CITY, IOWA, AND LOT ONE (1), BLOCK 2 (2), NORTHBRIDGE FIRST SUBDIVISION, MASON CITY, IOWA AND EXTENDING SOUTH TO THE SOUTH RIGHT-OF-WAY LINE OF 5TH ST. NE;

AND

THE NORTH ONE-HALF (1/2) OF THAT PORTION OF NORTHBOUND US HIGHWAY 65 PLATTED AS PART OF NORTHBRIDGE FIRST SUBDIVISION, AND BEGINNING AT THE POINT OF INTERSECTION OF THE SOUTH RIGHT-OF-WAY LINE OF 5TH ST. NE AND THE WEST RIGHT-OF-WAY LINE OF N. DELAWARE AVE. AND EXTENDING TO THE NORTHWEST TO THE INTERSECTION WITH THE EXTENDED WEST LINE OF THE ALLEY LYING BETWEEN LOTS ONE (1) AND TWO (2) NORTHBRIDGE FIRST SUBDIVISION, MASON CITY, IOW.

Section 2: That all ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 3: If any section, provision, or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole, or any section thereof, or part thereof, not adjudged invalid or unconstitutional.

Section 4: This Ordinance shall be in full force and effect upon its final passage, approval and publication as required by law.

PASSED AND APPROVED this day of , 2025.

Bill Schickel, Mayor

ATTEST:

Aaron Burnett, City Clerk

1st Consideration: February 4, 2025
2nd Consideration: February 18, 2025
3rd Consideration:

City of Mason City
Development Services Dept.

Memorandum

To: Aaron Burnett, City Administrator
From: Tricia Sandahl, Planning and Zoning Mgr.
Through: Steven J. Van Steenhuyse, Development Services Director *SV*
Date: February 12, 2025, for the Council meeting of February 18, 2025
RE: Consideration of an ordinance changing the zoning of property generally located in the 100 and 200 blocks of 2nd St. SE from Z5 Central Business Zoning District to Z3 General Urban Zoning District (2nd or FINAL)

Recommendation:

The Planning and Zoning Commission held a public hearing on January 15, 2025 to consider rezoning property generally located in the 100 and 200 blocks of 2nd St. SE from Z5 Central Business Zoning District to Z3 General Urban Zoning District. The Commission voted unanimously to recommend that the City Council approve the rezoning. Staff concurs with this recommendation and requests that the Council approve the rezoning on 2nd consideration (2nd or FINAL)

Prior Council Action:

The Council held a public hearing on this request at their February 4, 2025 meeting. There were no comments made regarding the application. The ordinance was unanimously approved on first reading.

Review:

The applicant in this case is Gregory Gomery, the owner of 132 2nd St. SE. The property subject to this rezoning request lies on the north side of 2nd St. SE between the north/south alley lying between S. Delaware Avenue and S. Pennsylvania Avenue and extending east to the north/south alley lying between S. Pennsylvania Avenue and S. Georgia Avenue. It includes an accessory parking lot, a multiple flat building, three freestanding houses (one of which houses a corner store), and a two-

flat/duplex form. The area proposed for rezoning comprises approximately 1.65 acres and is currently zoned Z5 Central Business Zoning District.

The applicant has listed his home at 132 2nd St. SE for sale and a potential buyer encountered difficulties obtaining a mortgage because a freestanding house is not allowed in the Z5 District. Lenders are hesitant to finance the purchase of improvements that do not conform to the underlying zoning. The area proposed for rezoning is adjacent to and abutting a Z3 General Urban Zoning District to the south. After discussing options with Mr. Gomery, we determined that we could support a rezoning of the Gomery property and other properties in the area that would likely encounter the same issues as Mr. Gomery encountered if they are listed for sale. Each of the six properties included in the rezoning are legally non-conforming due to use or bulk requirements in the Z5 District. A rezoning will correct this for all but one property. The parking lot will continue to be considered legally non-conforming because it does not meet the performance standards for parking lots; the use itself is allowed in the Z3 District. Staff has researched the zoning in this area, and it appears this area has been in the same zoning district as the downtown core since at least 1966. The name of this district has changed over time.

The area to the southwest, west, northwest, north and northeast is zoned Z5 Central Business Zoning District. This area is developed with a funeral home, bed and breakfast, the community theater, and various commercial buildings. A freestanding house lies directly to the north of the Gomery property. The former North Iowa Hospice lies directly to the east. The area to the south and southeast is zoned Z3 General Urban District. The MacNider Art Museum and the Mason City Public Library lie to the south and southeast. Additional areas of Z3 District lie further to the east.

The purpose of the Z5 Central Business District is to provide for higher density, multi-story mixed use buildings that accommodate a variety of retail, entertainment, business and personal services, office, lodging, residential and civic functions supported by public squares, plazas and miniparks within a walkable, interconnected grid of landscaped streets with sidewalks. The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks.

Comprehensive Plan Analysis:

Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed Use designation include maximizing positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should also maintain a primarily non-residential focus, and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 5. The policy is found on page 97 of the plan and reads: "Mason City knows that historic preservation is an opportunity for reinvention and can reinvigorate areas with a spirit that may be harder to create with new buildings." This part of downtown Mason City is referred to as the East of Delaware area on the nomination to place the downtown on the National Register of Historic Places. The neighborhood was originally developed as a residential neighborhood and was developed with primarily single-family residences. In the early 1900s, as Mason City felt pressure to expand the downtown, redevelopment of these areas began. One of the first structures built was the Brick and Tile building. By the 1920s, a variety of commercial structures had replaced many of the single-family homes. The area proposed for rezoning is one of the last remaining remnants of this residential development downtown. Rezoning the property will help preserve the historic character of these residential structures.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the

community. Staff believes that the proximity of the property to other areas of Z3 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comments:

Chapter 414.5, Code of Iowa, outlines the process to protest a rezoning. If a written protest against a change of zone is filed with the City Clerk and signed by the owners of twenty percent or more of the owners of the properties within the area considered for the proposed change, or twenty percent or more of the owners within 200 feet of the exterior boundaries of the property for which the rezoning is proposed, the rezoning must be approved by a favorable vote of at least three-fourths of all the members of the City Council. The protest must be filed before or at the public hearing. Staff has not received any comments regarding this request. Any request received prior to the Council meeting will be summarized for the Council at the meeting.

Budget Impact:

There should be no impact to the City's budget from this rezoning.

Council Action Requested:

Staff recommends that the Council approve the rezoning on 2nd consideration.

Attachments:

- Planning and Zoning Commission Staff Report
- Draft minutes of the January 14, 2025, Planning and Zoning Commission meeting.

Tricia Sandahl

Tricia Sandahl, Planning and Zoning Mgr.



Reviewed and Recommend Approval

DRAFT

MINUTES

MASON CITY PLANNING & ZONING COMMISSION

In Person Meeting

Tuesday, January 14, 2025, 7:00 pm

Item 1: Call to Order and Roll Call

Coffey called the meeting to order at 7:01 p.m.

Commissioners present: Timothy Coffey, Amanda Ragan, Dan Worden, Reed Wessman, and Colleen Niedermayer

Commissioners absent: John Fallis

Staff present: Director of Development Services Steven Van Steenhuyse, Planning and Zoning Manager Tricia Sandahl, Administrative Assistant and Secretary to the Commission Regina Card

Coffey asked for a roll call.

Roll was called:

Coffey	Yes	Wessman	Yes
Congello	Absent	Ragan	Yes
Worden	Yes	Fallis	Absent
Niedermayer	Yes		

Item 2: Approval of Agenda

As there were no changes, the agenda was adopted as submitted.

Item 3: Approval of Minutes

Minutes of the meeting of Tuesday, June 11, 2024

As there were no changes, the minutes were adopted as submitted.

Item 4: Changes of Zone

4.1 RZ2025-01- City of Mason City: a request for the rezoning of recently annexed land in west Mason City from Z1, Agriculture, to Z4, Multi-Use Zoning District.

DRAFT

Van Steenhuyse gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from the City of Mason City to rezone recently annexed property generally located at the southeast corner of Iowa Highway 122 and Lark Avenue, from Z1 Agriculture to Z4, Multi-Use Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

Background: The parcel to be rezoned is located south of the undeveloped area of the Sedars Auto Park subdivision, at the western edge of the city. It consists of 40 acres on the south side of IA 122, including the contiguous highway right of way and the east half of Lark Avenue, extending from the IA 122/Lark intersection about ¼ mile south along Lark Avenue and ¼ mile east along IA 122. The majority of the property is owned by Cerro Gordo County, but a recently created parcel at the northwest corner of the site is owned by Atwater Mason City IA, LLC. This site is currently being developed with a new Tractor Supply store.

The developers of the new Tractor Supply store approached the County to develop this site in 2023. However, they also wanted to connect to the City-owned water and sanitary sewer lines in Lark Avenue. Typically, a use connecting to City utilities must also be within the City limits. The City has a 28E Agreement with the County to provide water and sanitary sewer utilities to the County Law Enforcement Center and Engineering Department on the west side of Lark Avenue, as well as to the Country Meadow Place senior complex on Kingbird Avenue farther to the west.

For a private function such as Tractor Supply, water and sewer can only be made available if the property is annexed to the City. The County agreed to annex the land on which the store would be built, as well as the remaining 40 acres at the SE corner of Lark and 122. Tractor Supply wanted to begin construction as soon as possible, so it was agreed between the City, the County, and Atwater Mason City IA, LLC (the Tractor Supply developer and land owner) that construction could begin prior to annexation. The County then sold to Atwater a 5.18-acre parcel at the NW corner of the site.

The City Council approved a resolution for the 100% voluntary annexation of the County and Atwater properties on November 5, 2024; the annexation became official on November 15, 2024, when it was acknowledged by the Iowa Secretary of State. The Zoning Ordinance provides that upon annexation, property is automatically zoned Z1, Agriculture. The owners request that the properties be rezoned to Z4, Multi-Use District. The Z4 District will allow both the Tractor Supply store as well as future commercial forms and functions along the annexed section of IA 122.

Neighboring development and zoning: The land to the north is in the City and is zoned Z4- Multi-Use District. To the east, the land is in Cerro Gordo County and is zoned C-2, General Commercial, along with a portion that does not front on IA 122 zoned A-1, Agricultural. The remaining land to the south and west is zoned A-1, Agricultural. All of the surrounding lands are vacant farmland except for the County Law

DRAFT

Enforcement Center to the southwest and the Sedars Auto Park businesses (Decker's Sports, Cinema West, the Nissan and Chrysler dealerships, etc.) on the north side of IA 122.

Analysis: The purpose of the Z1 Agricultural District is to provide areas in which agriculture and related uses are supported and natural ecosystems, woodlands, wetlands, prairies, etc., are preserved to prevent soil erosion, protect water quality and support biodiversity and natural habitats. (Section 12-14-1). As the most restrictive zoning district, land that is annexed is automatically zoned Z1. It is understood that land intended for functions other than agriculture will be rezoned after annexation.

The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic and medium to high density residential uses necessary to support the needs of the overall community and planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets and parking facilities. The Tractor Supply store and other retail forms and functions are allowed in the Z4 District.

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. The North Iowa Corridor Joint Comprehensive Plan designates this area as Commercial Mixed Use. Land developed in this designation includes a variety of commercial and office uses, as well as mixed use and higher density residential uses. This area is also located in the "Common Ground" subarea as identified by the Comprehensive Plan. This area is mostly within Cerro Gordo County between the city limits of Mason City and Clear Lake, along IA 122 and 255th Street (19th Street SW in Mason City). According to the Plan, a city rezoning within the Common Ground area is subject to the adopted procedures of the respective jurisdiction, with review and comment provided by the County. The County is an owner of land to be rezoned and has provided acknowledgment and approval of the proposed rezoning. A Common Ground rezoning is in accordance with the Joint Comprehensive Plan if it aligns with the Plan goals and future land use map, is compatible with future land uses in the area, and there is or can be adequate public services to the area. The forms and functions allowed in the proposed Z4 Multi-Use zoning district are compatible with the Commercial Mixed-Use designation; the proposed rezoning is in accordance with the Common Ground shared policies and actions.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the planned uses for the area and the proximity of the property to other areas of Z4 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning

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challenge. The proposed rezoning is supported by the Joint Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on the property. To date, staff has not received any comments either for or against the proposed rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:08 PM. Public hearing closed at 7:09 PM.

Ragan moved to recommend approval to the City Council for the Change of Zone. Niedermayer seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

4.2 RZ2025-02- City of Mason City: a request to rezone property generally located in 500 block of N. Delaware Ave. from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District.

Van Steenhuyse informed the Commission that an address of 508 N. Delaware Ave. has been established since this application was initially submitted.

Sandahl gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from the City of Mason City to rezone the property generally located in the 500 block of N. Delaware Avenue from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

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Background: The subject property, owned by the City of Mason City, is located on the north side of Mason City's downtown. The majority of the property is a remnant of the property acquired by the City to complete the realignment of US Highway 65 and the Northbridge Project. It also includes several parcels acquired by the City of Mason City through Iowa Code Section 657A to facilitate the removal of abandoned properties. The area proposed for rezoning comprises approximately 1.37 acres and is currently zoned Z3 General Urban District.

The City recently solicited proposals for the redevelopment of the property. A proposal for a four-story building was accepted, subject to the granting of certain state incentives. The maximum height allowed in the Z3 Zoning District is 3 stories. The rezoning to Z4 will allow a four-story building on the site.

This area was placed in the Z3 Zoning District in 2010 when the zoning ordinance was rewritten. Prior to that time, it was zoned C-CBD Central Business Zoning District. Because this area lacks controlled pedestrian connections to cross US 65, and because of the character of the development on the east ¾ of the block, it was determined that the Z3 District was a more appropriate zoning classification for the property. The commercial property at the west end of the block was placed in the Z4 Zoning District. The requested rezoning will extend the existing Z4 district to the centerline of S. Delaware Avenue.

Neighboring development and zoning: The area to the north, northeast, east, and southeast is zoned Z3 General Urban Zoning District and is developed with various types of residential forms and functions including freestanding house, mansion flats, and duplex/two-flat forms. The area to the west and northwest is zoned Z4 Multi-Use Zoning District and is developed with small box and mixed-use forms. The land to the south is zoned Z5 Central Business Zoning District and is developed with a legally nonconforming medium box form used as a grocery store. (Note that the structure is non-conforming due to the building height, setbacks and lot coverage. A medium box form is allowed in the Z5 district)

Analysis: The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks. (Section 12-11-1) The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic, and medium to high density residential uses necessary to support the needs of the overall community. Development is typically planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets, and parking facilities. (Section 12-12-1).

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as

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“Commercial Mixed Use with Downtown Policy Area.” Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed-Use designation include maximizing positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should also maintain a primarily nonresidential focus, and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 4, the downtown policy. The policy is found on page 97 of the plan, and reads: “Define strategies to leverage downtown assets for new uses of underused spaces.” The proposed rezoning is in a sub-area identified as a “support district”. The policy includes a focus on expanding programs that invest in residential development, especially upper story redevelopment. The policy also encourages building the downtown quality of life for an active, attractive, safe, and secure environment that recruits and retains businesses. Policy 3, focused on neighborhood development, also supports the rezoning. The policy reads: “Target neighborhoods and corridors to pursue infill development and connectivity.” The policy focuses on vacant lots that can meet the need for housing growth. The entirety of the property included in the rezoning is vacant; most of the land has been vacant since 2003.

This property is contiguous to other development in the area. Public infrastructure is available on the property and development of the site will not result in the extension of urban services into inappropriate areas. When development occurs on the site, it will be compact.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z4 Multi-Use District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on

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the property. To date, staff has not received any comments either for or against the proposed rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:16 PM.

Jeff Bergo-40 River Heights Dr.- stated that he has a three-plex just east of Stebens Children's Theatre and that he thinks the City is maximizing the amount of space by proposing four stories, as opposed to three. He went on to say that, from a parking standpoint, he doesn't feel it's advisable or possible in this area/zoning district. Mr. Bergo stated that he feels from a safety standpoint, access to the property from US 65, especially dealing with the curve, poses concerns as well.

Public hearing closed at 7:19 PM.

Van Steenhuyse clarified that, unlike the downtown Z5 Central Business zoning district that Mr. Bergo referenced in his comment, the proposed Z4 Multi-Use District does have parking requirements that the development will need to meet. He went on to explain that the proposed site plan(s) includes underground as well as surface parking.

Worden moved to recommend approval to the City Council for the Change of Zone. Wessman seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

4.3 RZ2025-03- Gregory Gomery: a request to rezone property generally located at the intersection of S. Pennsylvania Avenue and 2nd St. SE from Z5 Central Business Zoning District to Z3 General Urban District.

Sandahl gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from Gregory Gomery to rezone property generally located at the intersection of S. Pennsylvania Avenue and 2nd St. SE from Z5

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Central Business Zoning District to Z3 General Urban Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

Background: The property that is the subject of this rezoning request lies on the north side of 2nd St. SE between the north/south alley lying between S. Delaware Avenue and S. Pennsylvania Avenue and extending east to the north/south alley lying between S. Pennsylvania Avenue and S. Georgia Avenue. It includes an accessory parking lot, a multiple flat building, three freestanding houses (one of which houses a corner store), and a two-flat/duplex form. The area proposed for rezoning comprises approximately 1.65 acres and is currently zoned Z5 Central Business Zoning District.

The applicant has listed his home at 132 2nd St. SE for sale and a potential buyer encountered difficulties obtaining a mortgage because a freestanding house is not allowed in the Z5 District. Lenders are hesitant to finance the purchase of improvements that do not conform to the underlying zoning. The area proposed for rezoning is adjacent and abutting a Z3 General Urban Zoning District to the south. After discussing options with Mr. Gomery, we determined that we could support a rezoning of the Gomery property and other properties in the area that would likely encounter the same issues as Mr. Gomery encountered if they are listed for sale. Each of the six properties included in the rezoning are legally non-conforming due to use or bulk requirements in the Z5 District. A rezoning will correct this for all but one property. The parking lot will continue to be considered legally non-conforming because it does not meet the performance standards for parking lots; the use itself is allowed in the Z3 District. Staff has researched the zoning in this area, and it appears this area has been in the same zoning district as the downtown core since at least 1966. The name of this district has changed over time.

Neighboring development and zoning: The area to the southwest, west, northwest, north and northeast is zoned Z5 Central Business Zoning District. This area is developed with a funeral home, bed and breakfast, the community theater, and various commercial buildings. A freestanding house lies directly to the north of the Gomery property. The former North Iowa Hospice lies directly to the east. The area to the south and southeast is zoned Z3 General Urban District. The MacNider Art Museum and the Mason City Public Library lie to the south and southeast. Additional areas of Z3 District lie further to the east.

Analysis: The purpose of the Z5 Central Business District is to provide for higher density, multi-story mixed use buildings that accommodate a variety of retail, entertainment, business and personal services, office, lodging, residential and civic functions supported by public squares, plazas and miniparks within a walkable, interconnected grid of landscaped streets with sidewalks. The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks.

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Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goal of the Commercial Mixed-Use designation is to maximize positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should maintain a primarily non-residential focus and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 5. The policy is found on page 97 of the plan and reads: "Mason City knows that historic preservation is an opportunity for reinvention and can reinvigorate areas with a spirit that may be harder to create with new buildings." This part of downtown Mason City is referred to as the East of Delaware area on the nomination to place the downtown on the National Register of Historic Places. The neighborhood was originally developed as a residential neighborhood and was developed with primarily single-family residences. In the early 1900s, as Mason City felt pressure to expand the downtown, redevelopment of these areas began. One of the first structures built was the Brick and Tile building. By the 1920s, a variety of commercial structures had replaced many of the single-family homes. The area proposed for rezoning is one of the last remaining remnants of this residential development downtown. Rezoning the property will help preserve the historic character of these residential structures.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z3 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on

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the property. To date, staff has not received any comments either for or against the proposed rezoning.

Property Owner Comments: Staff has received rezoning petitions from five of the six property owners included in the rezoning. The sixth owner has not objected to the rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:27 PM.

Gregory Gomery-132 2nd St. SE, Mason City, IA 50401- stated that he bought the house as a duplex and then fixed it up and converted it into a single-family home. He went on to explain that he did have an offer from someone to purchase the property and that the appraiser that researched the property discovered the zoning of the property created a conflict when it comes to the sale of the property. Mr. Gomery stated that the offer was pulled due to the zoning concerns. He just got a job in Kansas and needs to move and would like to get the property sold as smoothly and as soon as possible.

David Lee-202 2nd St. SE, Mason City, IA 50401- asked if this rezoning will possibly have a negative effect on what he can do with his property in the future. Sandahl explained that he would have additional options under the Z3 District. Mr. Lee asked for verification regarding whether or not this rezoning will actually improve his ability to possibly sell the property in the future. City Staff stated that rezoning to Z3 General Urban District could help Mr. Lee sell his property in the future.

Jordan Rose-Real Estate Agent-2227 19th St. SW, Mason City, IA 50401- stated that it's his understanding that the property being zoned as Z5 limits Mr. Gomery. Ragan asked Mr. Gomery if there was a house on the block just to the east that sold recently. Mr. Rose and City Staff clarified that ~~these~~ there were different and unique circumstances related to that sale and Mr. Rose explained that the house was a duplex at the time. Mr. Gomery stated that he believes the house that was sold was technically a duplex but that it wasn't lived in as such.

Public hearing closed at 7:33 PM.

Ragan moved to recommend approval to the City Council for the Change of Zone. Worden seconded.

Roll was called:

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Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

Item 5: Miscellaneous

5.1 25-M-01- Permanent Placement of Public Art: a request for the recommendation for the permanent placement of art on public property.

Sandahl gave the staff report.

Request: Staff has received a request for review and recommendation of the permanent placement of two public sculpture installations on public property in Mason City. Photos and descriptions of the sculptures are attached. The Commission's recommendation will be forwarded to the City Council for final action at their February 4, 2025, meeting.

Background: Title 2-2-4 of the Municipal Code outlines the powers and duties of the Planning and Zoning Commission as they relate to planning. Title 2-2-4.C of the Code tasks the Commission with the duty to make recommendations on improvements. It states:

No statuary, memorial or work of art in a public place, and no public building, bridge, viaduct, street fixture, public structure or appurtenance shall be located or erected or a site for such structure obtained until and unless the design and proposed location of such structure be submitted to the Planning and Zoning Commission for its recommendation. No permits for such structures shall be issued without the Commission having made the above recommendation. However, such requirements for recommendations shall not act as a stay upon action where the Commission, after thirty (30) days' written notice requesting such recommendations, has failed to file the same.

The City is currently developing the Riverwalk, a gathering space and walking path on the north bank of Willow Creek between the one-way segments of US Highway 65. As part of the development, two sculptural installations will be constructed.

The first is entitled "Harmony in Light." This installation features 19 large stainless-steel cylinders lit from within. The cylinders are laser cut with classic Prairie School patterns. Interior lighting and sunlight will cast the patterns on surrounding areas. Renderings and a site plan are attached.

The second installation is called "Resonance." The installation includes 9 elements reminiscent of tuning forks that will be integrated into the guardrails west of the bridge connecting the mall parking lot and The River apartments.

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Staff and Utility Comments: Development Services Department staff consulted with the relevant City departments and public utility providers. The plans for the Riverwalk, that included both sculpture installations, were also reviewed by the Development Review Committee and there were no requested condition or objections to the permanent placement of the sculptures.

Requested Action: Staff respectfully requested that the Commission review the request and make a recommendation to the City Council. The Commission should consider the impact the placement of the sculptures will have on the extension of public services and utilities; other potential uses of the public property on which the sculptures will be placed; and the potential limits placement of the sculptures may have on the future development of the Community. Staff does not believe that permanent placement of the sculptures would have a detrimental impact to the use of the property or limit future development in the community. Further, staff believes that the sculptures are an appropriate scale for their settings.

Staff requested that Commission recommend to the City Council that both permanent sculpture installations be approved.

Coffey asked if members of the public buy sculptures and want to place them in their neighborhood, if review of the placement will need to come to the Planning & Zoning Commission. Sandahl explained that typically, yes, if the sculpture will be on public property. Coffey stated that the reason he's asking is because he and his wife purchased a sculpture that he may not vote on if it requires review and recommendation by the Planning & Zoning Commission as it may be a conflict of interest to do so. He then asked if he could request that the sculpture be placed in a specific location. Sandahl explained that he would be able to request the location for the placement of the sculpture.

Kristy King- Bergland + Cram/115 S Delaware Ave, Mason City, IA 50401- stated that the Riverwalk is a place making development that's meant to organize and improve the pedestrian experience along Willow Creed and through the parking lot of the Mall and that it's also intended to really recognize what's great, unique, and special about Mason City. She went on to say that the overall shape of the Harmony In Light sculpture(s) nods to both a pipe organ & the prairie school design reflecting Mason City's musical and architectural heritage. Coffey asked what the timeline for completion of the installation of the sculptures ~~might~~ will be. Ms. King stated that completion of the Riverwalk is slated for late summer and that the sculptures are planned to be installed after construction is completed. Worden asked if the light cast out of the sculpture(s) will overlap. Ms. King stated that that's the intention.

Ryan Hanser-Representative of the Artists- stated that he's delighted that his team out of LA was selected and that he's really happy for Mason City to be activating such a neat piece of public art.

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Public hearing opened at 7:45 PM.

Ms. King clarified that the tuning fork placement will be both along the riverwalk and will also extend from the Riverwalk along the planned pedestrian path to the Mall to offer additional lighting.

Public hearing closed at 7:46 PM.

Niedermayer moved to recommend approval of the text amendment to City Council. Worden seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragain	Yes		
Worden	Yes		
Niedermayer	Yes		

5.2 25-M-02- Permanent Placement of Public Art: a request for recommendation for the permanent placement of art on public property.

Sandahl gave the staff report.

Request: Staff has received a request for review and recommendation of the permanent placement of a piece of sculpture on public property in Mason City. Photos of the sculpture can be found below. A site plan showing the proposed location is attached. The Commission's recommendation will be forwarded to the City Council for final action at their February 4, 2025, meeting.

Background: Title 2-2-4 of the Municipal Code outlines the powers and duties of the Planning and Zoning Commission as they relate to planning. Title 2-2-4.C of the Code tasks the Commission with the duty to make recommendations on improvements. It states:

No statuary, memorial or work of art in a public place, and no public building, bridge, viaduct, street fixture, public structure or appurtenance shall be located or erected or a site for such structure obtained until and unless the design and proposed location of such structure be submitted to the Planning and Zoning Commission for its recommendation. No permits for such structures shall be issued without the Commission having made the above recommendation. However, such requirements for recommendations shall not act as a stay upon action where the Commission, after thirty (30) days' written notice requesting such recommendations, has failed to file the same.

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River City Sculptures on Parade is proposing to place a sculpture entitled “Spiral Dance” near the south entrance to Southbridge Mall. The sculpture was purchased with a grant from the Phyllis and David Murphy Foundation and gifted to the City of Mason City. The sculpture will mark the entrance to the Riverwalk from the mall. The sculpture was part of the 2024-2025 sculpture walk and is being displayed on W. State St. on the north side of the Principal building. River City Sculptures on Parade will be displaying a new casting of the sculpture on a limestone pedestal located in a parking lot island across from the mall entrance.

Staff and Utility Comments: Development Services Department staff consulted with the relevant City departments and public utility providers. There were no requested conditions or objections to the permanent placement of the sculpture.

Requested Action: Staff respectfully requested that the Commission review the request and make a recommendation to the City Council. The Commission should consider the impact the placement of the sculpture will have on the extension of public services and utilities; other potential uses of the public property on which the sculpture will be placed; and the potential limits placement of the sculpture may have on the future development of the Community. Staff does not believe that permanent placement of the sculpture would have a detrimental impact to the use of the property or limit future development in the community. Further, staff believes that the sculpture is an appropriate scale for the setting.

Staff recommended that Commission recommend to the City Council that “Spiral Dance” be permanently placed as proposed.

Sandahl clarified some elements of the site plan with the Commissioners. Van Steenhuysen asked for verification of the sculptures color. Sandahl stated it will be coated in white but cast in bronze.

Public hearing opened at 7:50 PM.

Aaron Burnett- stated that the previous sculpture like this one was vandalized and destroyed. He went on to say that the sculpture being ~~cast~~ cast in bronze will help make this sculpture more durable than the first and that the size of the sculpture will likely help as well.

Public hearing closed at 7:52 PM.

Ragan moved to recommend approval of the text amendment to City Council. Niedermayer seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
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Ragain	Yes
Worden	Yes
Niedermayer	Yes

5.3 Discussion: meeting time.

City Staff and the Commission discussed changing the meeting time to 5:00 PM on the second Tuesday of every month. All ayes.

Item 6: Staff Update

None.

Item 7: Adjourn

The meeting adjourned at 8:01 pm.

Timothy Coffey, Vice Chair

ATTEST:

Regina Card, Secretary

**Mason City Planning & Zoning Commission
Staff Report**

Date: January 2, 2025

File: RZ2025-03

Applicant: Gregory Gomery

Request: A request to rezone property generally located at the intersection of S. Pennsylvania Avenue and 2nd St. SE from Z5 Central Business Zoning District to Z3 General Urban District.

Request: Staff respectfully requests that the Planning and Zoning Commission hold a public hearing regarding an application from Gregory Gomery to rezone property generally located at the intersection of S. Pennsylvania Avenue and 2nd St. SE from Z5 Central Business Zoning District to Z3 General Urban Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application. A location map of the proposed rezoning is attached.

Background: The property that is the subject of this rezoning request lies on the north side of 2nd St. SE between the north/south alley lying between S. Delaware Avenue and S. Pennsylvania Avenue and extending east to the north/south alley lying between S. Pennsylvania Avenue and S. Georgia Avenue. It includes an accessory parking lot, a multiple flat building, three freestanding houses (one of which houses a corner store), and a two-flat/duplex form. The area proposed for rezoning comprises approximately 1.65 acres and is currently zoned Z5 Central Business Zoning District.

The applicant has listed his home at 132 2nd St. SE for sale and a potential buyer encountered difficulties obtaining a mortgage because a freestanding house is not allowed in the Z5 District. Lenders are hesitant to finance the purchase of improvements that do not conform to the underlying zoning. The area proposed for rezoning is adjacent and abutting a Z3 General Urban Zoning District to the south. After discussing options with Mr. Gomery, we determined that we could support a rezoning of the Gomery property and other properties in the area that would likely encounter the same issues as Mr. Gomery encountered if they are listed for sale. Each of the six properties included in the rezoning are legally non-conforming due to use or bulk requirements in the Z5 District. A rezoning will correct this for all but one property. The parking lot will continue to be considered legally non-conforming because it does not meet the performance standards for parking lots; the use itself is allowed in the Z3 District. Staff has researched the zoning in this area, and it appears this area has been in the same zoning district as the downtown core since at least 1966. The name of this district has changed over time.

Neighboring development and zoning: The area to the southwest, west, northwest, north and northeast is zoned Z5 Central Business Zoning District. This area is developed with a funeral home, bed and breakfast, the community theater, and various commercial buildings. A freestanding house lies directly to the north of the Gomery property. The former North Iowa Hospice lies directly to the east. The area to the south and southeast is zoned Z3 General Urban District. The MacNider Art Museum and the Mason City Public Library lie to the south and southeast. Additional areas of Z3 District lie further to

the east.

Analysis: The purpose of the Z5 Central Business District is to provide for higher density, multi-story mixed use buildings that accommodate a variety of retail, entertainment, business and personal services, office, lodging, residential and civic functions supported by public squares, plazas and miniparks within a walkable, interconnected grid of landscaped streets with sidewalks. The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks.

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed Use designation is to maximize positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should maintain a primarily non-residential focus and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 5. The policy is found on page 97 of the plan and reads: "Mason City knows that historic preservation is an opportunity for reinvention and can reinvigorate areas with a spirit that may be harder to create with new buildings." This part of downtown Mason City is referred to as the East of Delaware area on the nomination to place the downtown on the National Register of Historic Places. The neighborhood was originally developed as a residential neighborhood and was developed with primarily single-family residences. In the early 1900s, as Mason City felt pressure to expand the downtown, redevelopment of these areas began. One of the first structures built was the Brick and Tile building. By the 1920s, a variety of commercial structures had replaced many of the single-family homes. The area proposed for rezoning is one of the last remaining remnants of this residential development downtown. Rezoning the property will help preserve the historic character of these residential structures.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z3 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on the property. To date, staff has not received any

comments either for or against the proposed rezoning.

Property Owner Comments: Staff has received rezoning petitions from five of the six property owners included in the rezoning. The sixth owner has not objected to the rezoning.

Requested Action: Staff respectfully requests that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Attachments:

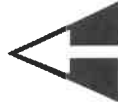
- Location Map
- Conditional Rezoning Agreement draft
- Area Zoning Map
- Form and Function Table
- Change of Zone Checklist

*R:\Boards & Commissions\Planning & Zoning\2025 P & Z\01-14-25\RZ2025-03 Gomery\25-03
Gomery Rezoning.docx*



RZ2025-03 - Greg Gomery, applicant

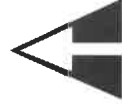
Area to be rezoned from Z5 Central Business District to Z3 General Urban District.





RZ2025-03 - Greg Gomery, applicant

Area to be rezoned from Z5 Central Business District to Z3 General Urban District.



12-8-3 Zoning Form and Function Table

Table 2: Zoning Form and Function Table

	AGRICULTURE	SUB-URBAN	GENERAL URBAN	MULTI-USE	CENTRAL BUSINESS	INDUSTRIAL	SPECIFIC USE
	Z1	Z2	Z3	Z4	Z5	Z6	Z7*
A. Residential/mixed use							
Accessory dwelling	P	P	P				
Duplex/two flat		P	P	P			
Farm dwelling	P	P		P		P	
Family home	P	P	P	P			
Freestanding house	P	P	P				
Group dwelling			P1	P	P1		
Live/work building			P	P	P	C*	
Mansion apartment			P	P	P1		
Mixed use block building				P	P		
Multiple flats			P1	P	P		
Sideyard/zero lot line house		P	P	P			
SRO			C		P1		
Town house		P	P	P	P		
B. Lodging							
Bed & breakfast	P	P	P	P	P		
Dormitory				P1	P1		
Hotel				P	P		
Inn	C		C	P	P		
Residence lodging	P	P	P	P			
C. Office/Misc.							
Corner office		P1	P	P	P		
Personal hobby building				P		P	
Office building				P	P	P	
D. Commercial/retail service							
Adult use				C		P	
Box, large				P			
Box, medium				P	P1		
Box, small			P1	P		P	
Corner store	P	P1	P	P	P	P	
Multiple principal bldg. development				P1		P1	
Open air market				P	P		
Restaurant	P1	C	C	P	P	P	
Roadside stand	P						
Self storage				C		P	
Shopping strip				P1			
Shopping mall				P1	P2		
Taverns or similar				P	P		
E. Civic							
Auditorium				P1	P1		
Convention center				P2	P2		
Golf course	P	P1				P	
Indoor recreation				P	P	P	
Library		P2	P2	P2	P2		
Movie theater				P	P		
Museum	C	C	P1	P1	P		
Outdoor recreation	C	C	C	P1		P1	
Public parks and related facilities	P	P	P	P	P	P	
Religious assembly, large		C		P1		C	
Religious assembly, medium		C	C	P	P1	C	
Religious assembly, small	C	P1	P	P	P		

NOTES TO TABLE 2:

*Z7 Specific Use District: See section 12-15-6, Table 1A of this title for permitted and conditional forms and functions in the Z7 Specific Use districts

P = Permitted; P* = Open Industry functions are permitted only in the Z6-O District.

P1 = Permitted subject to Planning and Zoning Commission site plan approval, with notification to neighbors.

P** and P1** = in the Z4 South Federal Gateway Overlay District, allowed only as a Conditional Use. See section 12-12-7 B

P2 = Permitted subject to Planning and Zoning and City Council site plan approval with notification to neighbors.

C = Conditional subject to Zoning Board of Adjustment approval.

C* = Z6-R districts only

C** = Conditional use only in the Z4 South Federal Gateway Overlay District; see section 12-12-7 B. Not permitted in the remainder of the Z4 District.

	AGRICULTURE	SUB-URBAN	GENERAL URBAN	MULTI-USE	CENTRAL BUSINESS	INDUSTRIAL	SPECIFIC USE
	Z1	Z2	Z3	Z4	Z5	Z6	Z7*
F. Civic support							
Cemetery	P	P					
Clinic			P1	P	P		
Crematorium	P			P	C	P	
Fairgrounds	P						
Funeral home		C	P1	P	P		
Hospital				P1	P1		
Parking structure				P2	P2		
Public safety facility	P2	P2	P2	P2	P2	P2	
Public works garage	P2			P2		P2	
G. Education							
9-12/High school		C	C	P1	P1		
College	C			P1	P1		
Daycare	P	P	P	P	P	P	
K-8		P1	P1	P	P		
Preschool		P1	P	P	P		
Trade school			P1	P	P	P	
H. Automotive							
Gas/convenience	C		P1	P	P1	P	
Vehicle repair	C		C	P	P1	P	
Vehicle Sales/ rental	C			P		P	
I. Agriculture							
Community garden	P	P	P	P	P	P	
Grain storage	P					P	
Greenhouse	P	C		P		P	
Kennel				P1		P	
Livestock	P					P	
Farm	P	P		P		P	
Small farm		C					
Stable	P						
J. Industrial							
Agribusiness	P1					P	
Artisan/craftsman shop				P	P	P	
Contractor shops	P1			P		P	
Cross docking facility				C**		P	
Industry, open						P*	
Industry, restricted						P	
Office-showroom				P		P	
Warehousing						P	
Waste transfer						C	
Wastewater treatment	P2					P2	
Water treatment	P2					P2	
K. Accessory uses							
Active solar equipment	P	P	P	P	P	P	
Agritourism	C						
Drive-through			P1	P	P1	P	
Home occupations	P	P	P	P	P		
Outdoor storage	P			P1**		P	
Outdoor customer dining area	P1	P1	P1	P	P	P	
Accessory parking structure				P1	P1		
Seasonal sales/display	P			P**	P	P	
Small wind equipment	P	P	P	P	P	P	
Dispersed wind equipment	C	C	C	C	C	C	
Accessory surface parking (off site)			C	P	C	P	

CHANGE OF ZONING CHECKLIST

This list is intended to provide guidance when a request for a change of zone is made. This list is not all-inclusive, nor will it be pertinent for all requests. It is intended to be used as a guide and not a scorecard. Each request for a change of zone requires a careful analysis, as each parcel is unique.

BROADER COMPREHENSIVE PLANNING EFFORTS

1. Does the requested rezoning conform to the City's comprehensive plan and future land use map?
2. Does the requested rezoning conform to any sub-area plans?

LAND USE NEEDS AND BALANCE

3. Does the requested rezoning encourage a land use balance within the City and its perimeter area that promotes the efficient provision of services, generates revenues which cover the costs of those services, and provides a mix of employment and housing opportunities consistent with the neighborhood area concept?
4. Does the requested rezoning provide adequate residential land uses to achieve diversity in location and type throughout the City?
5. Does the requested rezoning provide for commercial and industrial area to service neighborhood, regional and business needs?
6. Is there a public need for additional land to be rezoned to the class requested?
7. If there is a need for additional land to be rezoned as requested, should the rezoning be done in the areas requested or would the public interest be better served if the rezoning were done in other areas of the city?
8. Is there an alternative site for the suggested use that would eliminate the necessity for rezoning?

LEGAL ISSUES

9. Would granting the rezoning request raise any legal questions such as spot zoning, violations of precedents, or the rule of "unreasonableness"?

PRACTICAL QUESTIONS OF DEVELOPMENT OF SITE

10. Does the requested rezoning lessen congestion in the street; secure safety from fire, flood, panic and other dangers; promote health and general welfare; provide adequate light and air; prevent overcrowding of land; avoid undue concentration of population; facilitate the adequate provision of transportation, water, sewer services, schools, parks and other

public requirements; preserve the character of area or neighborhood; conserve the value of buildings; or encourage the most appropriate use of land throughout Mason City?

11. Would granting the rezoning request create or worsen traffic problems?
12. Would the permitted uses in the proposed district be compatible with surrounding land uses?
13. Would granting the rezoning request adversely affect property values of adjacent landowners to an unreasonable degree?
14. Would granting the rezoning request impose undue hardship on adjacent owners, such as noise, light and glare, odor, vibration or other nuisances?
15. Would granting the rezoning request result in problems due to topography, drainage, soil or other natural systems and features?
16. Does the size and shape of the parcel allow for development that meets the bulk regulations and parking requirements in the proposed zone?
17. Are the necessary utilities in place to support the permitted uses in the proposed district?

ORDINANCE NO. 24 –

AN ORDINANCE AMENDING TITLE 12 OF THE CITY CODE OF THE CITY OF MASON CITY, IOWA, IT BEING THE ZONING ORDINANCE OF SAID CITY, AND CHANGING THE BOUNDARIES OF CERTAIN DISTRICTS THEREIN ZONED Z5 CENTRAL BUSINESS DISTRICT TO Z3 GENERAL URBAN DISTRICT FOR PROPERTY GENERALLY LOCATED IN THE 100 AND 200 BLOCKS OF 2ND STREET SOUTHEAST

WHEREAS, the Planning and Zoning Commission of the City of Mason City, Iowa, after a public hearing held on January 14, 2025, recommended approval of a change of zone classification of a certain area hereinafter described, and

WHEREAS, the City Council of the City of Mason City, Iowa, did hold a public hearing on the 4th day of February, 2025.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mason City, Iowa:

Section 1: That Title 12 of the City Code of the City of Mason City, Iowa and the Zoning Map of the City of Mason City, Iowa, by this reference made a part hereof, be and the same is hereby amended by changing the district boundaries thereof so as to change the classification of property generally located in the 100 and 200 blocks of 2nd Street SE from Z5 Central Business District to Z3 General Urban District and legally described as follows:

Legal Description:

THE EAST ONE HALF (1/2) OF THE NORTH-SOUTH ALLEY ABUTTING AND ADJACENT TO LOTS FIVE (5) AND EIGHT (8) OF BLOCK TWENTY-FOUR (24), PAUL FELTS PLAT OF MASON CITY, IOWA;

AND

LOTS FIVE (5) AND EIGHT (8), BLOCK TWENTY-FOUR, PAUL FELTS PLAT OF MASON CITY, IOWA;

AND

THE NORTH HALF OF THE 2ND ST. SE RIGHT-OF-WAY LYING BETWEEN AN EXTENSION OF THE CENTER LINE OF THE NORTH-SOUTH ALLEY IN BLOCK TWENTY-FOUR (24) AND AN EXTENSION OF THE CENTER LINE OF THE NORTH-SOUTH ALLEY IN BLOCK THIRTY-THREE (33) ALL IN PAUL FELTS PLAT, MASON CITY, IOWA;

AND

THE SOUTH ONE HUNDRED AND THIRTY-TWO (132) FEET OF THE S. PENNSYLVANIA AVENUE RIGHT-OF-WAY LYING BETWEEN BLOCKS TWENTY-FOUR (24) AND THIRTY-THREE (33) OF PAUL FELTS PLAT OF MASON CITY, IOWA ;

AND

LOTS SIX (6) AND SEVEN (7) OF PAUL FELTS PLAT OF MASON CITY, IOWA;

AND

THE WEST HALF OF THE NORTH-SOUTH ALLEY IN BLOCK THIRTY-THREE (33) OF PAUL FELTS PLAT OF MASON CITY, IOWA ABUTTING LOTS SIX (6) AND SEVEN (7) OF PAUL FELTS PLAT OF MASON CITY, IOWA.

Section 2: That all ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 3: If any section, provision, or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole, or any section thereof, or part thereof, not adjudged invalid or unconstitutional.

Section 4: This Ordinance shall be in full force and effect upon its final passage, approval and publication as required by law.

PASSED AND APPROVED this day of , 2025.

Bill Schickel, Mayor

ATTEST:

Aaron Burnett, City Clerk

1st Consideration: February 4, 2025
2nd Consideration: February 18, 2025
3rd Consideration:

City of Mason City
Development Services Department

Memorandum

To: Aaron Burnett, City Administrator
From: Steven J. Van Steenhuyse, Director of Development Services
Date: February 10, 2025
RE: Public Hearing: Rezone 45 Acres at the Southwest Corner of Iowa Highway 122 & Lark Avenue from Z1 Agricultural District to Z4, Multi-Use District (2nd or FINAL)

Recommendation:

The Planning and Zoning Commission held a public hearing on the proposed rezoning on January 14, 2025. There were no comments at the public hearing; the minutes of the 1/14/25 meeting are attached. The Commission voted unanimously to recommend that the City Council approve rezoning the subject property from Z1 Agricultural District to Z4, Multi-Use District. Staff concurs and requests that the City Council approve the rezoning on second consideration (2nd or FINAL).

Review:

The City Council held a public hearing to consider this rezoning on February 8, 2025. The Council voted unanimously to approve the rezoning on first consideration.

The parcel to be rezoned is located south of the undeveloped area of the Sedars Auto Park subdivision, at the western edge of the city. It consists of approximately 45 acres on the south side of IA 122, including the contiguous highway right of way and the east half of Lark Avenue, extending from the IA 122/Lark intersection about ¼ mile south along Lark Avenue and ¼ mile east along IA 122. The majority of the property is owned by Cerro Gordo County, but a recently created parcel at the northwest corner of the site is owned by Atwater Mason City IA, LLC. This site is currently being developed with a new Tractor Supply store.

The developers of the new Tractor Supply store approached the County to develop this site in 2023. However, they also wanted to connect to the City-owned water and sanitary sewer lines in Lark Avenue. Typically, a use connecting to City utilities must also be within the City limits. The City has a 28E Agreement with the County to provide water

and sanitary sewer utilities to the County Law Enforcement Center and Engineering Department on the west side of Lark Avenue, as well as to the Country Meadow Place senior complex on Kingbird Avenue farther to the west. To be allowed to connect to these utilities, the County and Atwater petitioned to be annexed to the City, as the property is contiguous to the City limits on the north side of IA 122

The City Council approved a resolution for the 100% voluntary annexation of the County and Atwater properties on November 5, 2024; the annexation became official on November 15, 2024, when it was acknowledged by the Iowa Secretary of State. The Zoning Ordinance provides that upon annexation, property is automatically zoned Z1, Agriculture. The owners request that the properties be rezoned to Z4, Multi-Use District. The Z4 District will allow both the Tractor Supply store as well as future commercial forms and functions along the annexed section of IA 122.

Neighboring development and zoning: The land to the north is in the City and is zoned Z4- Multi-Use District. To the east, the land is in Cerro Gordo County and is zoned C-2, General Commercial, along with a portion that does not front on IA 122 zoned A-1, Agricultural. The remaining land to the south and west is zoned A-1, Agricultural. All of the surrounding lands are vacant farmland except for the County Law Enforcement Center to the southwest and the Sedars Auto Park businesses (Decker's Sports, Cinema West, the Nissan and Chrysler dealerships, etc.) on the north side of IA 122

Analysis: The purpose of the Z1 Agricultural District is to provide areas in which agriculture and related uses are supported and natural ecosystems, woodlands, wetlands, prairies, etc., are preserved to prevent soil erosion, protect water quality and support biodiversity and natural habitats. (Section 12-14-1). As the most restrictive zoning district, land that is annexed is automatically zoned Z1. It is understood that land intended for functions other than agriculture will be rezoned after annexation.

The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic and medium to high density residential uses necessary to support the needs of the overall community and planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets and parking facilities. The Tractor Supply store and other retail forms and functions are allowed in the Z4 District.

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. The North Iowa Corridor Joint Comprehensive Plan designates this area as Commercial Mixed Use. Land developed in this designation includes a variety of commercial and office uses, as well as mixed use and higher density residential uses. This area is also located in the "Common Ground" subarea as identified by the Comprehensive Plan. This area is mostly within Cerro Gordo County between the city limits of Mason City and Clear Lake, along IA 122 and 255th Street (19th Street SW in Mason City). According to the Plan, a city rezoning within the Common Ground area

is subject to the adopted procedures of the respective jurisdiction, with review and comment provided by the County. The County is an owner of land to be rezoned and has provided acknowledgment and approval of the proposed rezoning. A Common Ground rezoning is in accordance with the Joint Comprehensive Plan if it aligns with the Plan goals and future land use map, is compatible with future land uses in the area, and there is or can be adequate public services to the area. The forms and functions allowed in the proposed Z4 Multi-Use zoning district are compatible with the Commercial Mixed Use designation; the proposed rezoning is in accordance with the Common Ground shared policies and actions.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the planned uses for the area and the proximity of the property to other areas of Z4 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Joint Comprehensive Plan and does not constitute spot zoning

Budget Impact:


There is no impact to the operating budget resulting from this action.

Council Action Requested:

Staff respectfully requests that the City Council approve the rezoning on second consideration (2nd or FINAL).

Attachments:

1. Planning and Zoning Commission Staff Report
2. Draft minutes of the January 14, 2025, Planning and Zoning Commission meeting.



Steven J. Van Steenhuyse, AICP
Director of Development Services



Reviewed and Recommend Approval

DRAFT

MINUTES

MASON CITY PLANNING & ZONING COMMISSION

In Person Meeting

Tuesday, January 14, 2025, 7:00 pm

Item 1: Call to Order and Roll Call

Coffey called the meeting to order at 7:01 p.m.

Commissioners present: Timothy Coffey, Amanda Ragan, Dan Worden, Reed Wessman, and Colleen Niedermayer

Commissioners absent: John Fallis

Staff present: Director of Development Services Steven Van Steenhuyse, Planning and Zoning Manager Tricia Sandahl, Administrative Assistant and Secretary to the Commission Regina Card

Coffey asked for a roll call.

Roll was called:

Coffey	Yes	Wessman	Yes
Congello	Absent	Ragan	Yes
Worden	Yes	Fallis	Absent
Niedermayer	Yes		

Item 2: Approval of Agenda

As there were no changes, the agenda was adopted as submitted.

Item 3: Approval of Minutes

Minutes of the meeting of Tuesday, June 11, 2024

As there were no changes, the minutes were adopted as submitted.

Item 4: Changes of Zone

4.1 RZ2025-01- City of Mason City: a request for the rezoning of recently annexed land in west Mason City from Z1, Agriculture, to Z4, Multi-Use Zoning District.

DRAFT

Van Steenhuyse gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from the City of Mason City to rezone recently annexed property generally located at the southeast corner of Iowa Highway 122 and Lark Avenue, from Z1 Agriculture to Z4, Multi-Use Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

Background: The parcel to be rezoned is located south of the undeveloped area of the Sedars Auto Park subdivision, at the western edge of the city. It consists of 40 acres on the south side of IA 122, including the contiguous highway right of way and the east half of Lark Avenue, extending from the IA 122/Lark intersection about ¼ mile south along Lark Avenue and ¼ mile east along IA 122. The majority of the property is owned by Cerro Gordo County, but a recently created parcel at the northwest corner of the site is owned by Atwater Mason City IA, LLC. This site is currently being developed with a new Tractor Supply store.

The developers of the new Tractor Supply store approached the County to develop this site in 2023. However, they also wanted to connect to the City-owned water and sanitary sewer lines in Lark Avenue. Typically, a use connecting to City utilities must also be within the City limits. The City has a 28E Agreement with the County to provide water and sanitary sewer utilities to the County Law Enforcement Center and Engineering Department on the west side of Lark Avenue, as well as to the Country Meadow Place senior complex on Kingbird Avenue farther to the west.

For a private function such as Tractor Supply, water and sewer can only be made available if the property is annexed to the City. The County agreed to annex the land on which the store would be built, as well as the remaining 40 acres at the SE corner of Lark and 122. Tractor Supply wanted to begin construction as soon as possible, so it was agreed between the City, the County, and Atwater Mason City IA, LLC (the Tractor Supply developer and land owner) that construction could begin prior to annexation. The County then sold to Atwater a 5.18-acre parcel at the NW corner of the site.

The City Council approved a resolution for the 100% voluntary annexation of the County and Atwater properties on November 5, 2024; the annexation became official on November 15, 2024, when it was acknowledged by the Iowa Secretary of State. The Zoning Ordinance provides that upon annexation, property is automatically zoned Z1, Agriculture. The owners request that the properties be rezoned to Z4, Multi-Use District. The Z4 District will allow both the Tractor Supply store as well as future commercial forms and functions along the annexed section of IA 122.

Neighboring development and zoning: The land to the north is in the City and is zoned Z4- Multi-Use District. To the east, the land is in Cerro Gordo County and is zoned C-2, General Commercial, along with a portion that does not front on IA 122 zoned A-1, Agricultural. The remaining land to the south and west is zoned A-1, Agricultural. All of the surrounding lands are vacant farmland except for the County Law

DRAFT

Enforcement Center to the southwest and the Sedars Auto Park businesses (Decker's Sports, Cinema West, the Nissan and Chrysler dealerships, etc.) on the north side of IA 122.

Analysis: The purpose of the Z1 Agricultural District is to provide areas in which agriculture and related uses are supported and natural ecosystems, woodlands, wetlands, prairies, etc., are preserved to prevent soil erosion, protect water quality and support biodiversity and natural habitats. (Section 12-14-1). As the most restrictive zoning district, land that is annexed is automatically zoned Z1. It is understood that land intended for functions other than agriculture will be rezoned after annexation.

The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic and medium to high density residential uses necessary to support the needs of the overall community and planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets and parking facilities. The Tractor Supply store and other retail forms and functions are allowed in the Z4 District.

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. The North Iowa Corridor Joint Comprehensive Plan designates this area as Commercial Mixed Use. Land developed in this designation includes a variety of commercial and office uses, as well as mixed use and higher density residential uses. This area is also located in the "Common Ground" subarea as identified by the Comprehensive Plan. This area is mostly within Cerro Gordo County between the city limits of Mason City and Clear Lake, along IA 122 and 255th Street (19th Street SW in Mason City). According to the Plan, a city rezoning within the Common Ground area is subject to the adopted procedures of the respective jurisdiction, with review and comment provided by the County. The County is an owner of land to be rezoned and has provided acknowledgment and approval of the proposed rezoning. A Common Ground rezoning is in accordance with the Joint Comprehensive Plan if it aligns with the Plan goals and future land use map, is compatible with future land uses in the area, and there is or can be adequate public services to the area. The forms and functions allowed in the proposed Z4 Multi-Use zoning district are compatible with the Commercial Mixed-Use designation; the proposed rezoning is in accordance with the Common Ground shared policies and actions.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the planned uses for the area and the proximity of the property to other areas of Z4 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning

DRAFT

challenge. The proposed rezoning is supported by the Joint Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on the property. To date, staff has not received any comments either for or against the proposed rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:08 PM. Public hearing closed at 7:09 PM.

Ragan moved to recommend approval to the City Council for the Change of Zone. Niedermayer seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

4.2 RZ2025-02- City of Mason City: a request to rezone property generally located in 500 block of N. Delaware Ave. from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District.

Van Steenhuyse informed the Commission that an address of 508 N. Delaware Ave. has been established since this application was initially submitted.

Sandahl gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from the City of Mason City to rezone the property generally located in the 500 block of N. Delaware Avenue from Z3 General Urban Zoning District to Z4 Multi-Use Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

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Background: The subject property, owned by the City of Mason City, is located on the north side of Mason City's downtown. The majority of the property is a remnant of the property acquired by the City to complete the realignment of US Highway 65 and the Northbridge Project. It also includes several parcels acquired by the City of Mason City through Iowa Code Section 657A to facilitate the removal of abandoned properties. The area proposed for rezoning comprises approximately 1.37 acres and is currently zoned Z3 General Urban District.

The City recently solicited proposals for the redevelopment of the property. A proposal for a four-story building was accepted, subject to the granting of certain state incentives. The maximum height allowed in the Z3 Zoning District is 3 stories. The rezoning to Z4 will allow a four-story building on the site.

This area was placed in the Z3 Zoning District in 2010 when the zoning ordinance was rewritten. Prior to that time, it was zoned C-CBD Central Business Zoning District. Because this area lacks controlled pedestrian connections to cross US 65, and because of the character of the development on the east $\frac{3}{4}$ of the block, it was determined that the Z3 District was a more appropriate zoning classification for the property. The commercial property at the west end of the block was placed in the Z4 Zoning District. The requested rezoning will extend the existing Z4 district to the centerline of S. Delaware Avenue.

Neighboring development and zoning: The area to the north, northeast, east, and southeast is zoned Z3 General Urban Zoning District and is developed with various types of residential forms and functions including freestanding house, mansion flats, and duplex/two-flat forms. The area to the west and northwest is zoned Z4 Multi-Use Zoning District and is developed with small box and mixed-use forms. The land to the south is zoned Z5 Central Business Zoning District and is developed with a legally nonconforming medium box form used as a grocery store. (Note that the structure is non-conforming due to the building height, setbacks and lot coverage. A medium box form is allowed in the Z5 district)

Analysis: The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks. (Section 12-11-1) The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic, and medium to high density residential uses necessary to support the needs of the overall community. Development is typically planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets, and parking facilities. (Section 12-12-1).

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as

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“Commercial Mixed Use with Downtown Policy Area.” Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goals of the Commercial Mixed-Use designation include maximizing positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should also maintain a primarily nonresidential focus, and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 4, the downtown policy. The policy is found on page 97 of the plan, and reads: “Define strategies to leverage downtown assets for new uses of underused spaces.” The proposed rezoning is in a sub-area identified as a “support district”. The policy includes a focus on expanding programs that invest in residential development, especially upper story redevelopment. The policy also encourages building the downtown quality of life for an active, attractive, safe, and secure environment that recruits and retains businesses. Policy 3, focused on neighborhood development, also supports the rezoning. The policy reads: “Target neighborhoods and corridors to pursue infill development and connectivity.” The policy focuses on vacant lots that can meet the need for housing growth. The entirety of the property included in the rezoning is vacant; most of the land has been vacant since 2003.

This property is contiguous to other development in the area. Public infrastructure is available on the property and development of the site will not result in the extension of urban services into inappropriate areas. When development occurs on the site, it will be compact.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z4 Multi-Use District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on

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the property. To date, staff has not received any comments either for or against the proposed rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:16 PM.

Jeff Bergo-40 River Heights Dr. - stated that he has a three-plex just east of Stebens Children's Theatre and that he thinks the City is maximizing the amount of space by proposing four stories, as opposed to three. He went on to say that, from a parking standpoint, he doesn't feel it's advisable or possible in this area/zoning district. Mr. Bergo stated that he feels from a safety standpoint, access to the property from US 65, especially dealing with the curve, poses concerns as well.

Public hearing closed at 7:19 PM.

Van Steenhuyse clarified that, unlike the downtown Z5 Central Business zoning district that Mr. Bergo referenced in his comment, the proposed Z4 Multi-Use District does have parking requirements that the development will need to meet. He went on to explain that the proposed site plan(s) includes underground as well as surface parking.

Worden moved to recommend approval to the City Council for the Change of Zone. Wessman seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

4.3 RZ2025-03- Gregory Gomery: a request to rezone property generally located at the intersection of S. Pennsylvania Avenue and 2nd St. SE from Z5 Central Business Zoning District to Z3 General Urban District.

Sandahl gave the staff report.

Request: Staff respectfully requested that the Planning and Zoning Commission hold a public hearing regarding an application from Gregory Gomery to rezone property generally located at the intersection of S. Pennsylvania Avenue and 2nd St. SE from Z5

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Central Business Zoning District to Z3 General Urban Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application.

Background: The property that is the subject of this rezoning request lies on the north side of 2nd St. SE between the north/south alley lying between S. Delaware Avenue and S. Pennsylvania Avenue and extending east to the north/south alley lying between S. Pennsylvania Avenue and S. Georgia Avenue. It includes an accessory parking lot, a multiple flat building, three freestanding houses (one of which houses a corner store), and a two-flat/duplex form. The area proposed for rezoning comprises approximately 1.65 acres and is currently zoned Z5 Central Business Zoning District.

The applicant has listed his home at 132 2nd St. SE for sale and a potential buyer encountered difficulties obtaining a mortgage because a freestanding house is not allowed in the Z5 District. Lenders are hesitant to finance the purchase of improvements that do not conform to the underlying zoning. The area proposed for rezoning is adjacent and abutting a Z3 General Urban Zoning District to the south. After discussing options with Mr. Gomery, we determined that we could support a rezoning of the Gomery property and other properties in the area that would likely encounter the same issues as Mr. Gomery encountered if they are listed for sale. Each of the six properties included in the rezoning are legally non-conforming due to use or bulk requirements in the Z5 District. A rezoning will correct this for all but one property. The parking lot will continue to be considered legally non-conforming because it does not meet the performance standards for parking lots; the use itself is allowed in the Z3 District. Staff has researched the zoning in this area, and it appears this area has been in the same zoning district as the downtown core since at least 1966. The name of this district has changed over time.

Neighboring development and zoning: The area to the southwest, west, northwest, north and northeast is zoned Z5 Central Business Zoning District. This area is developed with a funeral home, bed and breakfast, the community theater, and various commercial buildings. A freestanding house lies directly to the north of the Gomery property. The former North Iowa Hospice lies directly to the east. The area to the south and southeast is zoned Z3 General Urban District. The MacNider Art Museum and the Mason City Public Library lie to the south and southeast. Additional areas of Z3 District lie further to the east.

Analysis: The purpose of the Z5 Central Business District is to provide for higher density, multi-story mixed use buildings that accommodate a variety of retail, entertainment, business and personal services, office, lodging, residential and civic functions supported by public squares, plazas and miniparks within a walkable, interconnected grid of landscaped streets with sidewalks. The purpose of the Z3 General Urban Zoning District is to provide a range of residential lot sizes to support a mix of residential building types at medium densities with corner offices, corner stores, parks and playgrounds organized in walkable neighborhoods interconnected by landscaped streets and sidewalks.

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Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. Staff believes that the rezoning request is in accordance with the City's Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan Future Land Use Map (Figure 3.3) identifies the area as "Commercial Mixed Use with Downtown Policy Area." Commercial Mixed Use includes areas with a variety of commercial and office uses; residential units above commercial uses and higher density residential uses are also encouraged. The goal of the Commercial Mixed-Use designation is to maximize positive interactions between complimentary commercial uses that move away from solely auto-oriented design. The area should maintain a primarily non-residential focus and foster an adequate supply of commercial area that attracts customers and employees to the area. Finally, the area should promote horizontal and vertical mixing of uses. Developments should provide connectivity for pedestrians and motorists with access to major amenities, transportation routes and activity centers. Buffering should be used to minimize impact on residential neighborhoods.

Primary support for the rezoning can be found in Mason City Policy 5. The policy is found on page 97 of the plan and reads: "Mason City knows that historic preservation is an opportunity for reinvention and can reinvigorate areas with a spirit that may be harder to create with new buildings." This part of downtown Mason City is referred to as the East of Delaware area on the nomination to place the downtown on the National Register of Historic Places. The neighborhood was originally developed as a residential neighborhood and was developed with primarily single-family residences. In the early 1900s, as Mason City felt pressure to expand the downtown, redevelopment of these areas began. One of the first structures built was the Brick and Tile building. By the 1920s, a variety of commercial structures had replaced many of the single-family homes. The area proposed for rezoning is one of the last remaining remnants of this residential development downtown. Rezoning the property will help preserve the historic character of these residential structures.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the community. Staff believes that the proximity of the property to other areas of Z3 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on

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the property. To date, staff has not received any comments either for or against the proposed rezoning.

Property Owner Comments: Staff has received rezoning petitions from five of the six property owners included in the rezoning. The sixth owner has not objected to the rezoning.

Requested Action: Staff respectfully requested that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Public hearing opened at 7:27 PM.

Gregory Gomery-132 2nd St. SE, Mason City, IA 50401- stated that he bought the house as a duplex and then fixed it up and converted it into a single-family home. He went on to explain that he did have an offer from someone to purchase the property and that the appraiser that researched the property discovered the zoning of the property created a conflict when it comes to the sale of the property. Mr. Gomery stated that the offer was pulled due to the zoning concerns. He just got a job in Kansas and needs to move and would like to get the property sold as smoothly and as soon as possible.

David Lee-202 2nd St. SE, Mason City, IA 50401- asked if this rezoning will possibly have a negative effect on what he can do with his property in the future. Sandahl explained that he would have additional options under the Z3 District. Mr. Lee asked for verification regarding whether or not this rezoning will actually improve his ability to possibly sell the property in the future. City Staff stated that rezoning to Z3 General Urban District could help Mr. Lee sell his property in the future.

Jordan Rose-Real Estate Agent- 2227 19th St. SW, Mason City, IA 50401- stated that it's his understanding that the property being zoned as Z5 limits Mr. Gomery. Ragan asked Mr. Gomery if there was a house on the block just to the east that sold recently. Mr. Rose and City Staff clarified that ~~these~~ there were different and unique circumstances related to that sale and Mr. Rose explained that the house was a duplex at the time. Mr. Gomery stated that he believes the house that was sold was technically a duplex but that it wasn't lived in as such.

Public hearing closed at 7:33 PM.

Ragan moved to recommend approval to the City Council for the Change of Zone. Worden seconded.

Roll was called:

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Coffey	Yes	Wessman	Yes
Ragan	Yes		
Worden	Yes		
Niedermayer	Yes		

Item 5: Miscellaneous

5.1 25-M-01- Permanent Placement of Public Art: a request for the recommendation for the permanent placement of art on public property.

Sandahl gave the staff report.

Request: Staff has received a request for review and recommendation of the permanent placement of two public sculpture installations on public property in Mason City. Photos and descriptions of the sculptures are attached. The Commission's recommendation will be forwarded to the City Council for final action at their February 4, 2025, meeting.

Background: Title 2-2-4 of the Municipal Code outlines the powers and duties of the Planning and Zoning Commission as they relate to planning. Title 2-2-4.C of the Code tasks the Commission with the duty to make recommendations on improvements. It states:

No statuary, memorial or work of art in a public place, and no public building, bridge, viaduct, street fixture, public structure or appurtenance shall be located or erected or a site for such structure obtained until and unless the design and proposed location of such structure be submitted to the Planning and Zoning Commission for its recommendation. No permits for such structures shall be issued without the Commission having made the above recommendation. However, such requirements for recommendations shall not act as a stay upon action where the Commission, after thirty (30) days' written notice requesting such recommendations, has failed to file the same.

The City is currently developing the Riverwalk, a gathering space and walking path on the north bank of Willow Creek between the one-way segments of US Highway 65. As part of the development, two sculptural installations will be constructed.

The first is entitled "Harmony in Light." This installation features 19 large stainless-steel cylinders lit from within. The cylinders are laser cut with classic Prairie School patterns. Interior lighting and sunlight will cast the patterns on surrounding areas. Renderings and a site plan are attached.

The second installation is called "Resonance." The installation includes 9 elements reminiscent of tuning forks that will be integrated into the guardrails west of the bridge connecting the mall parking lot and The River apartments.

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Staff and Utility Comments: Development Services Department staff consulted with the relevant City departments and public utility providers. The plans for the Riverwalk, that included both sculpture installations, were also reviewed by the Development Review Committee and there were no requested condition or objections to the permanent placement of the sculptures.

Requested Action: Staff respectfully requested that the Commission review the request and make a recommendation to the City Council. The Commission should consider the impact the placement of the sculptures will have on the extension of public services and utilities; other potential uses of the public property on which the sculptures will be placed; and the potential limits placement of the sculptures may have on the future development of the Community. Staff does not believe that permanent placement of the sculptures would have a detrimental impact to the use of the property or limit future development in the community. Further, staff believes that the sculptures are an appropriate scale for their settings.

Staff requested that Commission recommend to the City Council that both permanent sculpture installations be approved.

Coffey asked if members of the public buy sculptures and want to place them in their neighborhood, if review of the placement will need to come to the Planning & Zoning Commission. Sandahl explained that typically, yes, if the sculpture will be on public property. Coffey stated that the reason he's asking is because he and his wife purchased a sculpture that he may not vote on if it requires review and recommendation by the Planning & Zoning Commission as it may be a conflict of interest to do so. He then asked if he could request that the sculpture be placed in a specific location. Sandahl explained that he would be able to request the location for the placement of the sculpture.

Kristy King- Bergland + Cram-115 S Delaware Ave, Mason City, IA 50401- stated that the Riverwalk is a place making development that's meant to organize and improve the pedestrian experience along Willow Creed and through the parking lot of the Mall and that it's also intended to really recognize what's great, unique, and special about Mason City. She went on to say that the overall shape of the Harmony In Light sculpture(s) nods to both a pipe organ & the prairie school design reflecting Mason City's musical and architectural heritage. Coffey asked what the timeline for completion of the installation of the sculptures ~~might~~ will be. Ms. King stated that completion of the Riverwalk is slated for late summer and that the sculptures are planned to be installed after construction is completed. Worden asked if the light cast out of the sculpture(s) will overlap. Ms. King stated that that's the intention.

Ryan Hanser-Representative of the Artists- stated that he's delighted that his team out of LA was selected and that he's really happy for Mason City to be activating such a neat piece of public art.

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Public hearing opened at 7:45 PM.

Ms. King clarified that the tuning fork placement will be both along the riverwalk and will also extend from the Riverwalk along the planned pedestrian path to the Mall to offer additional lighting.

Public hearing closed at 7:46 PM.

Niedermayer moved to recommend approval of the text amendment to City Council. Worden seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
Ragain	Yes		
Worden	Yes		
Niedermayer	Yes		

5.2 25-M-02- Permanent Placement of Public Art: a request for recommendation for the permanent placement of art on public property.

Sandahl gave the staff report.

Request: Staff has received a request for review and recommendation of the permanent placement of a piece of sculpture on public property in Mason City. Photos of the sculpture can be found below. A site plan showing the proposed location is attached. The Commission's recommendation will be forwarded to the City Council for final action at their February 4, 2025, meeting.

Background: Title 2-2-4 of the Municipal Code outlines the powers and duties of the Planning and Zoning Commission as they relate to planning. Title 2-2-4.C of the Code tasks the Commission with the duty to make recommendations on improvements. It states:

No statuary, memorial or work of art in a public place, and no public building, bridge, viaduct, street fixture, public structure or appurtenance shall be located or erected or a site for such structure obtained until and unless the design and proposed location of such structure be submitted to the Planning and Zoning Commission for its recommendation. No permits for such structures shall be issued without the Commission having made the above recommendation. However, such requirements for recommendations shall not act as a stay upon action where the Commission, after thirty (30) days' written notice requesting such recommendations, has failed to file the same.

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River City Sculptures on Parade is proposing to place a sculpture entitled “Spiral Dance” near the south entrance to Southbridge Mall. The sculpture was purchased with a grant from the Phyllis and David Murphy Foundation and gifted to the City of Mason City. The sculpture will mark the entrance to the Riverwalk from the mall. The sculpture was part of the 2024-2025 sculpture walk and is being displayed on W. State St. on the north side of the Principal building. River City Sculptures on Parade will be displaying a new casting of the sculpture on a limestone pedestal located in a parking lot island across from the mall entrance.

Staff and Utility Comments: Development Services Department staff consulted with the relevant City departments and public utility providers. There were no requested conditions or objections to the permanent placement of the sculpture.

Requested Action: Staff respectfully requested that the Commission review the request and make a recommendation to the City Council. The Commission should consider the impact the placement of the sculpture will have on the extension of public services and utilities; other potential uses of the public property on which the sculpture will be placed; and the potential limits placement of the sculpture may have on the future development of the Community. Staff does not believe that permanent placement of the sculpture would have a detrimental impact to the use of the property or limit future development in the community. Further, staff believes that the sculpture is an appropriate scale for the setting.

Staff recommended that Commission recommend to the City Council that “Spiral Dance” be permanently placed as proposed.

Sandahl clarified some elements of the site plan with the Commissioners. Van Steenhuysen asked for verification of the sculptures color. Sandahl stated it will be coated in white but cast in bronze.

Public hearing opened at 7:50 PM.

Aaron Burnett- stated that the previous sculpture like this one was vandalized and destroyed. He went on to say that the sculpture being ~~cast~~ in bronze will help make this sculpture more durable than the first and that the size of the sculpture will likely help as well.

Public hearing closed at 7:52 PM.

Ragan moved to recommend approval of the text amendment to City Council. Niedermayer seconded.

Roll was called:

Coffey	Yes	Wessman	Yes
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Ragain	Yes
Worden	Yes
Niedermayer	Yes

5.3 Discussion: meeting time.

City Staff and the Commission discussed changing the meeting time to 5:00 PM on the second Tuesday of every month. All ayes.

Item 6: Staff Update

None.

Item 7: Adjourn

The meeting adjourned at **8:01 pm**.

Timothy Coffey, Vice Chair

ATTEST:

Regina Card, Secretary

**Mason City Planning & Zoning Commission
Staff Report**

Date: January 7, 2025

File: RZ2025-01

Applicant: City of Mason City, on behalf of Cerro Gordo County and Atwater Mason City IA, LLC

Request: Rezoning of recently annexed land in west Mason City from Z1, Agriculture, to Z4, Multi-Use Zoning District.

Request: Staff respectfully requests that the Planning and Zoning Commission hold a public hearing regarding an application from the City of Mason City to rezone recently annexed property generally located at the southeast corner of Iowa Highway 122 and Lark Avenue, from Z1 Agriculture to Z4, Multi-Use Zoning District. After the public hearing, staff respectfully requests that the Commission make a recommendation to the City Council on the application. A location map of the proposed rezoning is attached.

Background: The parcel to be rezoned is located south of the undeveloped area of the Sedars Auto Park subdivision, at the western edge of the city. It consists of 40 acres on the south side of IA 122, including the contiguous highway right of way and the east half of Lark Avenue, extending from the IA 122/Lark intersection about ¼ mile south along Lark Avenue and ¼ mile east along IA 122. The majority of the property is owned by Cerro Gordo County, but a recently created parcel at the northwest corner of the site is owned by Atwater Mason City IA, LLC. This site is currently being developed with a new Tractor Supply store.

The developers of the new Tractor Supply store approached the County to develop this site in 2023. However, they also wanted to connect to the City-owned water and sanitary sewer lines in Lark Avenue. Typically, a use connecting to City utilities must also be within the City limits. The City has a 28E Agreement with the County to provide water and sanitary sewer utilities to the County Law Enforcement Center and Engineering Department on the west side of Lark Avenue, as well as to the Country Meadow Place senior complex on Kingbird Avenue farther to the west.

For a private function such as Tractor Supply, water and sewer can only be made available if the property is annexed to the City. The County agreed to annex the land on which the store would be built, as well as the remaining 40 acres at the SE corner of Lark and 122. Tractor Supply wanted to begin construction as soon as possible, so it was agreed between the City, the County, and Atwater Mason City IA, LLC (the Tractor Supply developer and land owner) that construction could begin prior to annexation. The County then sold to Atwater a 5.18-acre parcel at the NW corner of the site.

The City Council approved a resolution for the 100% voluntary annexation of the County and Atwater properties on November 5, 2024; the annexation became official on November 15, 2024, when it was acknowledged by the Iowa Secretary of State. The Zoning Ordinance provides that upon annexation, property is automatically zoned Z1, Agriculture. The owners

request that the properties be rezoned to Z4, Multi-Use District. The Z4 District will allow both the Tractor Supply store as well as future commercial forms and functions along the annexed section of IA 122.

Neighboring development and zoning: The land to the north is in the City and is zoned Z4-Multi-Use District. To the east, the land is in Cerro Gordo County and is zoned C-2, General Commercial, along with a portion that does not front on IA 122 zoned A-1, Agricultural. The remaining land to the south and west is zoned A-1, Agricultural. All of the surrounding lands are vacant farmland except for the County Law Enforcement Center to the southwest and the Sedars Auto Park businesses (Decker's Sports, Cinema West, the Nissan and Chrysler dealerships, etc.) on the north side of IA 122

Analysis: The purpose of the Z1 Agricultural District is to provide areas in which agriculture and related uses are supported and natural ecosystems, woodlands, wetlands, prairies, etc., are preserved to prevent soil erosion, protect water quality and support biodiversity and natural habitats. (Section 12-14-1). As the most restrictive zoning district, land that is annexed is automatically zoned Z1. It is understood that land intended for functions other than agriculture will be rezoned after annexation.

The purpose of the Z4 Multi-Use District is to provide space for a mixture of retail, personal and business service, office, lodging, automotive service, civic and medium to high density residential uses necessary to support the needs of the overall community and planned in a walkable arrangement with parks, interconnected and landscaped sidewalks, streets and parking facilities. The Tractor Supply store and other retail forms and functions are allowed in the Z4 District.

Comprehensive Plan: Iowa law requires that any rezoning be in accordance with the jurisdiction's Comprehensive Plan. The North Iowa Corridor Joint Comprehensive Plan designates this area as Commercial Mixed Use. Land developed in this designation includes a variety of commercial and office uses, as well as mixed use and higher density residential uses. This area is also located in the "Common Ground" subarea as identified by the Comprehensive Plan. This area is mostly within Cerro Gordo County between the city limits of Mason City and Clear Lake, along IA 122 and 255th Street (19th Street SW in Mason City). According to the Plan, a city rezoning within the Common Ground area is subject to the adopted procedures of the respective jurisdiction, with review and comment provided by the County. The County is an owner of land to be rezoned and has provided acknowledgment and approval of the proposed rezoning. A Common Ground rezoning is in accordance with the Joint Comprehensive Plan if it aligns with the Plan goals and future land use map, is compatible with future land uses in the area, and there is or can be adequate public services to the area. The forms and functions allowed in the proposed Z4 Multi-Use zoning district are compatible with the Commercial Mixed Use designation; the proposed rezoning is in accordance with the Common Ground shared policies and actions.

Spot Zoning: Spot zoning is the rezoning of a particular piece of land when the rezoning is at odds with the Comprehensive Plan and existing development; it is generally only done in the interest of a small area or a limited number of property owners. Spot zoning may arise when a property is rezoned to a different zoning classification than the surrounding property. Spot zoning, by itself, is not illegal. Some would contend that all rezoning is spot zoning. However, not all spot zoning will survive a court challenge. The strongest case can be made when the rezoning can be supported by the Comprehensive Plan and is in the best interests of the

community. Staff believes that the planned uses for the area and the proximity of the property to other areas of Z4 District zoning justifies the rezoning; the rezoning would likely survive any spot zoning challenge. The proposed rezoning is supported by the Joint Comprehensive Plan and does not constitute spot zoning.

Public Comment: Notice of the application was sent to the owners of all properties within 350 feet of the boundaries of the subject property. Notice of the application and public hearing was published in the Globe-Gazette. A public notice sign was posted on the property. To date, staff has not received any comments either for or against the proposed rezoning.

Requested Action: Staff respectfully requests that the Commission hold a public hearing on the requested rezoning. After considering the comments made during the hearing, we ask that the Commission make a recommendation to be forwarded to the City Council.

Attachments:

- Location Map
- Area Zoning Map
- Form and Function Table
- Change of Zone Checklist

ORDINANCE NO. 24 –

AN ORDINANCE AMENDING TITLE 12 OF THE CITY CODE OF THE CITY OF MASON CITY, IOWA, IT BEING THE ZONING ORDINANCE OF SAID CITY, AND CHANGING THE BOUNDARIES OF CERTAIN DISTRICTS THEREIN ZONED Z1 AGRICULTURAL TO Z4 MULTI-USE DISTRICT FOR PROPERTY(45 ACRES) GENERALLY LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF 4TH STREET SW AND LARK AVENUE IN WEST MASON CITY

WHEREAS, the Planning and Zoning Commission of the City of Mason City, Iowa, after a public hearing held on January 14, 2025, recommended approval of a change of zone classification of a certain area hereinafter described, and

WHEREAS, the City Council of the City of Mason City, Iowa, did hold a public hearing on the 4th day of February, 2025.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mason City, Iowa:

Section 1: That Title 12 of the City Code of the City of Mason City, Iowa and the Zoning Map of the City of Mason City, Iowa, by this reference made a part hereof, be and the same is hereby amended by changing the district boundaries thereof so as to change the classification of property (45 Acres) generally located at the Southeast corner of the intersection of 4th Street SW and Lark Avenue in West Mason City and legally described as follows:

Legal Description:

THE NORTHWEST QUARTER (NW 1/4) OF THE SOUTHWEST QUARTER (SW 1/4) OF SECTION TWELVE (12), TOWNSHIP NINETY SIX (96) NORTH, RANGE TWENTY ONE (21) WEST OF THE 5TH P.M., CERRO GORDO COUNTY, IOWA, INCLUDING ALL OF IOWA HIGHWAY 122 ADJACENT TO SAID DESCRIBED PROPERTY.

Section 2: That all ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 3: If any section, provision, or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole, or any section thereof, or part thereof, not adjudged invalid or unconstitutional.

Section 4: This Ordinance shall be in full force and effect upon its final passage, approval and publication as required by law.

