

City Administrator's Monthly Activity Report

Aaron Burnett, City Administrator

October 2024

(Issued November 15, 2024)



Monthly report of the City Departments of the City of Mason City

Airport

Reported by David Sims, Airport Manager

Date: October 2024

United Airlines Enplanements/Deplanements	FBO Fuel Flow
From 10/1/2024 – 10/31/2024	30395 Gallons
Enplaned 557 / Deplaned 583 (+23% October 2023, +8% year to date)	(+34% from last year)

Routine Activities for the month – Administration and Operations:

- Asbestos abatement underway in old Commercial Terminal
- Continued work on punch-list and capstone projects for the new Commercial Terminal
- Retirement of Airport Attorney James Locher
- Acquire first shipment of new Fluorine Free Firefighting Foams

Activities planned for next month and other comments:

- Appointment of Richard Haas and reappointment of David Guetzko to the Airport Commission
- Advertise bidding for Terminal Demolition Project
- Approve marketing contracts
- Hold Public Hearing for Fixed Base Operator Lease with Charles City Aeronautics.

Development Services Department

Reported by Steven Van Steenhuyse, AICP, Development Services Director

This month I would like to highlight the fine work of our Code Enforcement staff. We have seen an increase in nuisance cases this year; as of the end of October, Code Enforcement Officers Brandon Peterson and Matt Smith handled 1,186 nuisance cases, compared to 898 as of the end of October 2023. The majority of these cases involve garbage issues (usually households placing excess garbage near streets and alleys without stickers) or junk, rubbish, and refuse (usually private yards overfilled with refuse to the extent that it affects surrounding properties or entices vermin). Brandon and Matt work patiently with property owners to resolve these issues. When the owners do not comply in a reasonable amount of time, they work closely with the City's attorney, going to court if necessary, to ensure that nuisances are abated. Matt and Brandon have handled their increased workload efficiently and always with a positive attitude; they are great representatives of the City. I also want to emphasize the great cooperation they have with the Police Department, as many nuisance cases occur on the same properties as criminal activity. The Sanitation Department also deserves kudos for their help with the garbage and junk issues. We are thankful for their assistance.

On September 17 the City Council authorized release of an RFP to develop the City-owned site north of Fareway (referred to as the "Northbridge Site"). The deadline for proposals was October 21. Because of Mason City's Iowa Thriving Communities designation, Mason City has become very attractive for projects using either Low Income Housing Tax Credits (LIHTC) or Iowa Workforce Housing Tax Credits. The City received four proposals for LIHTC developments: three for senior housing and one for family housing, ranging from 27 to 45 units. The proposals are being evaluated by a committee consisting of myself, Aaron Burnett, Brent Hinson, and Shelley Oltmans, the new Vice President of Housing and Community Development for the North Iowa Corridor Economic Development Corporation. We will forward a recommendation to the Council at the scheduled public hearing on November 19.

Planning and Zoning Division: Neither the Planning and Zoning Commission nor the Zoning Board of Adjustment met in October. The Historic Preservation Commission met twice; on October 3 to consider demolition of a garage at 1139 West State Street (determined not be historic, allowing demolition) and a special meeting on October 22 to consider demolition of the house at 2012 South Harding Avenue (also not historic, allowing demolition).

The Planning and Zoning Division completed 41 zoning reviews, 68 floodplain reviews, and six historic reviews.

Code Enforcement Division: In addition to the information provided above, the Code Enforcement Division has seen an uptick in weed complaints compared to last year; there were 46 complaints in October 2024 compared to 29 last year. This has been the case since spring. The early spring and the increased spring rainfall apparently contributed to an increase in yards with excessive growth. Our

Administrative Specialist Marcy Troendle has done an excellent job working with the mowing contractor and keeping ahead of the increased demand.

In October, the Code Enforcement staff submitted three vacant houses to the City Attorney to be declared abandoned. If the owners do not bring the houses up to code, we will petition the Court to deed them to the City according to Iowa Code 657A.10.

Building Inspections Division: 28 major building permits and 27 minor building permits were issued in October. Total construction valuation of all permits was \$3,406,168, leading to \$26,793 in permit fees.

Rental Inspections Program: The Housing Inspector inspected 47 units. A total of 33 Rental Dwelling Certificates were issued. The program collected \$2,480 in Rental Dwelling Certificate fees and fines.

Transit & Safety Division: There were 12,750 rides on the fixed route system, up slightly from 11,279 in October 2023. Total ridership through October is up by nearly 13,000 riders over the same period in 2023. Training was provided for seven new employees, and 164 training sessions were conducted.

Corridor Revitalization Loan (CoRL), Downtown Revitalization Loan (DoRL), and Building Renovation/Life Safety (BuRLS) Programs: The Grant and Forgivable Loan Review Committee did not meet in October. Several of the first CoRL loans approved in 2016 and 2017 have matured; the 7-year forgiveness period has expired. The mortgages that secured those forgivable loans have been released. With very minor exceptions, all of the improvements from those projects have been maintained. This program has been very successful, both in improved aesthetics and increased property value.

Developments: The Development Review Committee did not meet in October. Residential, commercial, and industrial projects that are recently begun or are underway:

- Interior work is nearly complete at the Amazon Fulfillment Center, a 50,000 sq. ft. distribution warehouse at the SW corner of 43rd Street SW and South Washington Avenue (just west of the Highway Patrol Division Station). The project is expected to be fully complete in November.
- 43 North Iowa is remodeling the old Globe Gazette Building at 300 North Washington Avenue into a residential center and program headquarters.
- Ongoing projects:
 - City projects: Mason City Police Station Renovations and the Mason City Fire Station Addition.
 - Good Shepherd, Inc, renovation of the former nursing home at 222 South Pierce Avenue to an assisted living facility.
 - Ulta Beauty, in the vacant store adjacent to Old Navy, is open!.
- Habitat for Humanity has started building six new homes on 26th Street SW, on the old Madison School site. They intend to construct 13 homes in this area over the next few years.
- One permit was issued for a rooftop solar array (residential).

- Work continues on the Prairie Rock Trail Bike Park, including the shelter building. A groundbreaking for the Evans Preserve Trail was held in October.
- Construction of the Willow Creek Riverwalk is making great progress.
- The Delaware, LLC, received footing and foundation permits in October. Construction began late in the month.
- The long-vacant storefront at 1625 North Federal Avenue, which last contained Maria's Kitchen restaurant, has received a permit to convert it into a dwelling unit.

Elmwood-St. Joseph Cemetery

Reported by Tyler Anderson, Cemetery Manager

Tyler

- Extremely busy with assisting families with burials, plot situations
- Beginning to sell headstones after final approval during July 2024 meeting; learning the design program, and have had quite a bit of interest so far
- Upcoming Winter Flower and Wreath Program – mailing sent out to over 500 people, starting to see orders flooding in
- Storm Sewer Project – 100% complete
- Scattering Day – postponed scattering day from October 5th to a later date next Spring; we have many conversations and shared a lot of information with the public, but people weren't ready to scatter yet

Paula

- Continuing to add information to CIMS, including older obituaries and new additions to the grounds
- Answering several questions about plots, upcoming inurnment burials, and decoration guidelines

Grounds:

- Trimming and mowing starting to slow down, with Fall temperatures
- Excited to share we have replaced all of the cemetery section signage in the cemetery, under budget, almost two years ahead of schedule
- Great work helping with various citizen requests
- New columbarium – concrete pad complete, working on placing sculpture and sod during early part of November
- Beginning to transition equipment from Summer to Winter use
- Spraying grounds with chemical to minimize weeds

Engineering Department

Reported by Mark A. Rahm, P.E., City Engineer

The following is an update on some of the most notable Mason City projects at this given time. They include the IA 122 Mercy Corridor, Prairie Land Trail Connector, Elmwood Cemetery Storm Sewer Improvements, Downtown Pedestrian Ramp Compliance Program, Mason City Water Works Plant Upgrades and the 43rd Street Lift Station and Force Main Project.

IA 122 Mercy Corridor – Consultant: WHKS

The City of Mason City along with WHKS finished the plans for the IA 122 Corridor Project. The plans were submitted to the Iowa DOT on November 1st for their final reviews before going out to contractors for bidding. The project is scheduled for an Iowa DOT January 2025 letting. The project construction plan will span two construction seasons, 2025-26.

Prairie Land Trail Connector – Consultant: WHKS

WHKS continued working on design and preparation of plans and specifications for the Prairie Land Trail Connector project. The project will connect the Trolley Trail with the Prairie Land Trail utilizing a route along Taft Avenue beginning at 19th Street SW, extending south to 43rd Street SW, thence west to the existing trail.

I tentatively plan to request a public hearing on the project at the November 19th meeting of the City Council. The project letting is tentatively scheduled for December 10, 2024.

Elmwood Cemetery Storm Sewer Improvements – City Engineering

The project was completed in October and placed on the November 5th City Council Agenda for acceptance of project and approval of final payment.

Downtown Pedestrian Ramp Compliance Program – City Engineering

The work associated with the original contract was completed in October. Due to good pricing and weather, additional work was assigned to the contractor to maximize the amount of work under the remaining budget. Adding work to the current contract will benefit the city overall through the projected five-year replacement program.

Mason City Water Works Plant Upgrades – Consultant: SEH

City Staff and SEH met with a Mechanical Engineer to continue an assessment of the water works plant repairs and upgrades to complete a scope of work. Later the same month, the city met with a Structural Engineer, again to assess the structural components supporting the existing equipment and to provide a plan and estimate for the upgrades. Following these recent assessments, SEH will work on a final scope and project cost estimate to present to the city.

On October 28th, I met with SEH at their offices along with representatives from Rice Lake, A WRG Company, for a presentation on Construction Manager At-Risk (CMAR). I am considering using this method of procurement and contracting for this project. Work also continued with Veolia, the supplying vendor for EDR Units.

43rd Street Lift Station and Force Main – Consultant: SEH

The Consultant continued working on the plans, completing the civil related design. The structural design of the lift station continues and is currently estimated at 90% completion. A meeting with SEH and city staff was held on October 25th to review the final site plan layout for the lift station and discuss property acquisition for the facility. SEH drafted an Amendment to their Professional Services Agreement for survey and preparation of plat for acquisition. The amendment will go to the City Council for consideration on November 5th.

Other Notable Items by the City Engineer during the Month of October Include:

Participation in interviews for the position of Public Works Director.

Interviewed for and filled the position of Assistance Water Superintendent.

Attended a meeting with NIACC and Alliant Energy regarding lighting for the soccer fields.

Attended the Iowa DOT Commissioner's Meeting in Decorah, Iowa.

Attended a meeting with IEDA and Quest Solutions for continuation of the site certification process for the Mason City South Industrial Park.

Attended a Ribbon Cutting Event for the Evans Preserve Trails.

Participated in a City Strategic Planning exercise.

Attended a Public Hearing with the Cerro Gordo County Board for the transfer of property to the City of Mason City for future extension of South Harding Avenue.

Finance Department

Reported by Brent Hinson, Finance Director

Utility Billing

- Working toward accepting credit cards in person at the Utility Counter in the coming months; waiting for new equipment
- Mailed 9,869 utility bills and 359 disconnection notices, completed 323 utility service orders

Finance

- Attended Housing Iowa Conference in Des Moines and coordinated numerous subsequent meetings with different housing developers and our team.
- Attended 3 Development Review Committee meetings.
- Met with several residential developers and participated in the Northbridge site pre-proposal conference and then the evaluation of the proposals.
- Organized and worked with committee on implementation of commercial/industrial stormwater fee and credit approach approved by Council earlier this year, in advance of January 1 implementation. Complete details on implementation are available at: www.masoncity.net/stormwater.
- Attended workshop on mall and assisted City Administrator with analysis of various options and recommendations.
- Bidding of CD Investments- 3 CDs were bid and awarded: 1) \$5M for 96 days to CLBT at 4.827%; 2) \$5M for 181 days to First Citizens at 4.63%, and 3) \$5M for 369 days to CLBT at 4.086%. Coordination with Southbridge Mall operations
- Printed 749 payroll checks/stubs, 760 payable checks
- Reconcile credit card bank deposits for Aquatic Center, Golf Course, Campground, Arena, Police Department, Cemetery, & Inspections
- Scanned 1562 invoices for payment processing
- In-depth work on our annual ACRF audit
- Applications submitted for David and Phyllis Murphy Foundation, Winnebago Watershed work, REAP work, Alliant Energy One Million Trees application; HOME rehab Block Grant work
- Wellness Committee-Halloween Candy, Prepare for donation drive, Blood Draw/flu shots
- Monthly Reports: Byrne Justice Assistance Grant (JAG); Brownfields
- Quarterly Reports: Office for Victims of Crime Specialist, Byrne Justice Assistance Grant, Justice and Mental Health Collaboration Partnership; DERA, Destination Iowa, HOME Grant, AFG Grant, Brownfields
- Completed final reimbursements- Office for Victims of Crime Specialist, Justice and Mental Health Collaboration Partnership, Highline Trail IDNR

GIS

- Edit Traffic Sign Inventory
- Modify water customer service addresses to include suffix x 4387.

- Edit traffic sign inventory
- Update storm rates online application.
- Create May 2025 tree planting map.

IT

- Get with Mediacom about new box for Mason City Room.
- Finish up Youth Task Force security software install.
- Work with RSM to install new appliance in rack

Fire Department

Reported by Erik Bullinger, Fire Chief

EMS OPERATIONS

Crews trained on technical rescue operations at Lime Creek Nature Center, including patient packaging and trail familiarization.

Numerous medical professionals (EMS, RN, Physician) completed their clinical time with MCFD ambulance.

FIRE OPERATIONS

Fire crews responded to a commercial fire at the Bushel Boy facility to extinguish a fire caused by welding in a shop area.

Fire crews extinguished a fire in the former Globe Gazette building caused by a salvage crew's use of a torch to remove equipment from the structure.

The department responded to 6 house fires in October.

FIRE PREVENTION BUREAU

Fire Prevention Week presentations to 6 preschools & 6 elementary schools reaching more than 1900 children and adults.

Fire extinguisher and safety class to NIACOG, 16 employees

HAZMAT

Firefighter Spencer Nash appointed as the newest member of the Hazmat Team.

Hazmat Team members conducted outreach training at Kossuth Co Fire Association's quarterly meeting.

Hazmat Team member attended Department of Energy and FBI sponsored training exercise in Chicago, IL, representing the Iowa Radiological Operations Support Specialist team.

Hazmat Team member attended the annual Iowa Hazmat Symposium held in Ottumwa.

TRAINING

Firefighting

Low angle rope rescue training at Lime Creek.

EMS

Emergency vehicle driving classes with classroom portion, driving simulator provided by Iowa Fire Service Training Bureau. Officer Lillquist provided excellent hands on evasive and closed course driving exercises.

COMMUNITY EVENTS

Presentation to Morning Kiwanis Club on Fire Prevention week history & smoke detectors, 60 adults.

Orientation and ride time acquaintance for MCPD officer.

MCFD played a small role in hospital disaster drill of train derailment with chemical exposure.

Presentation to Boy Scouts Lakland District leaders about fire safety and the Mason City Fire Department Explorers Post.

Battalions participated in fire prevention activities in schools.

RENOVATIONS UPDATE:

Roof deck has been installed on the dorm addition, completing all roofing for the project.

Men's locker room is 90% complete.

All rooms have been framed and are having utilities installed.

Site work that needs to be completed before winter is underway. No delays expected in final grading and first phase landscaping. Remainder of landscaping to be completed in the spring.

Human Resources Department

Reported by Perry Buffington, Human Resources Director

Department	Full-time	Part-time	Grand Total
Airport	5	2	7
Cemetery	3	1	4
City Administration	3	1	4
Development Services	11	19	30
Engineering	16		16
Finance	11		11
Fire	46	1	47
Human Resources	3		3
Library	14	3	17
Mall	1	8	9
Museum	6	1	7
Operations & Maint	63		63
Police	46		46
Recreation	7		7
Youth Task Force	2		2
Grand Total	237	36	273

Plus 131 Seasonal employees

Staffing

Currently we have 11 recruitments underway and 1 additional being worked on, with a total of 19 vacancies that are in various stages of the recruitment process. Hired 1 full-time, 3 part-time, and 5 seasonal employees during October. We experienced 2 full-time resignations, 1 part-time resignation, and 2 seasonal terminations during the month. We have 1 more retirement occurring in November.

Hiring Activity:	- Police Officer-10 openings (Police): Continuing recruitment, conditional offer on 2 candidates, and processing background checks on 1 applicant from the Sept recruitment. Next testing date is scheduled for 11/20/24.
	- Library Clerk - 1 opening (Library): Interviews conducted and offer made, new hire started in October.
	- Heavy Equip Operator Water Reclamation - 1 opening (O&M): Interviews conducted in October, job offer made subject to approval by Council in November.

- Utility Worker Water Utilities - 1 opening (O&M): New hire started in October.
- Firefighter/Paramedic - 2 opening (Fire): 1 conditional job offer made subject to approval by council in November. Recruitment underway in November to create new hiring list.
- Public Works Director - 1 opening (O&M): Interviews conducted in October, and job offer made subject to approval by Council in November.
- Programming Assoc - 1 opening (Museum): Candidate was hired but had to resign for family emergency. Search was resumed and interview conducted, and job offer made.
- Asst Water Supply Supt - 1 opening (Engr): Interview conducted and filled with internal promotion.
- Electrical Inspector - 1 opening (Dev Services): Following update to City Code, recruitment was conducted, and interviews scheduled for November.
- Water Distribution Worker - 1 opening (Engr): Posted job internally.
- Transit Driver - 1 driver opening (Dev Services): Hired 1 candidate and continuing recruitment.
- Admin Asst - 1 opening (O&M): Recruitment will begin in November with the hiring of the new Public Works Dir.

Labor Relations/Legal

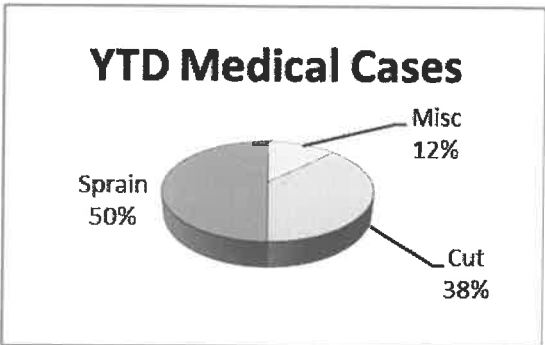
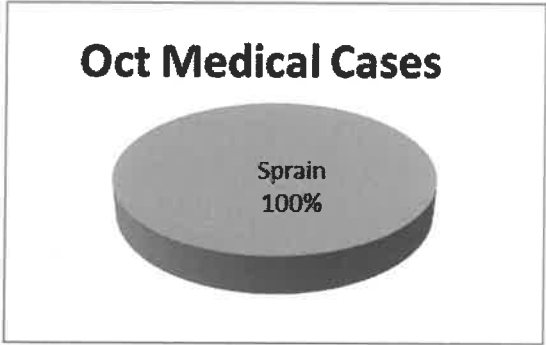
No significant labor issues to report. Next contract negotiations will occur late in 2024 with the Teamsters.

Major Projects

- Our primary focus remains on the large number of recruitments and staffing needs during this period of increasing retirements, with key priorities on the Public Works Dir, Police Officer and Electrical Inspector vacancies. During October we conducted employee benefit meetings and started our annual benefit enrollment, and we organized flu shot clinics with a basic blood test panel for employees.
- We are exploring alternative marketing strategies to use on difficult to fill positions such as Police Officer recruitments and completing training of our new HR/Records Specialist. Advance planning for upcoming labor negotiations are underway.

SAFETY STATISTICS

The City has experienced 16 injuries requiring medical attention in 2024 compared to 22 injuries during the same period the prior year. Our workers' compensation experience rating continues to show strong improvement over the past several years.



MacNider Art Museum

Reported by Edie Blanchard, Museum Director

- The Museum hosted its largest fundraiser, Artoberfest, on October 11th. It was a tremendous success.
- The original candidate for Programing Associate that was hired had to resign unexpectedly and thus the Museum opened the interview process again.
- The Museum held several adult and youth classes.
- The Museum hosted rentals and used the Salsbury room for a variety of events.
- The Museum watered the lawn to keep the oak trees from stress during the unusually dry fall.
- Museum performed outreach at several locations it partners with: IOOF Care Center, Manly Care Center, Good Sheppard Care Center, and Salvation Army Adult Daycare.
- The Museum began filling its fall class schedule.
- The Museum worked with schools to book slots for its upcoming fall puppet show.
- The Museum sought sponsorships for upcoming events such as Holiday Open House.
- The Museum began work on Holiday Open house including preparing crafts and the start of arranging volunteers.
- Classes were Polymer Clay Halloween, Creating w/ Clay B, Kids' Club, Learning to Throw B, Art Bugs: Trick or Treat
- Outreach and tours were: Lifelong Learning, Church Retreat Rental, Relators rental, Bridal Shower, Parks & Rec Halloween.
- Total Museum attendance was 1168

Operations & Maintenance/Parks Department

Reported by Brent Hinson, Interim Operations & Maintenance Manager

Utility Division:

Water Crew Activities:

Finished Hydrant Flushing

3 live taps

Haul Spoils

Discontinued corps for Customer Service

Demoed house for Neighborhood Services

Water Reclamation Division:

- Continued hauling biosolids
- Replaced large door in the thickener building
- Started mixing lagoon with tractor and mixer to help with biosolids disposal
- O&M leadership meeting
- Changed oil in all clarifiers
- Repaired skimmer arm on north clarifier
- Cleaned UV bulbs and repaired ones that were out
- Conducted interviews for heavy equipment job opening (collection system opening)
- Presented distance waiver to Mr. Ivonavitch in regard to new plant construction
- Safety department conducted a plant safety inspection
- Meeting with SHE regarding 43rd Street lift station
- IT Engineering did a plant walk through in preparation for plant upgrade
- Poured cement pad for new 15th Street lift station generator
- Stephany and Paul conducted yearly pretreatment inspection at Goden Grain ethanol plant

Sanitation Division:

Things are starting to slow down and transition into winter mode. Yard waste and large item pick up have slowed down, garbage is still heavy with fall clean up. Otherwise, all is running smoothly in the sanitation business.

According to the EPA, grass clippings and various yard waste makes up the second largest portion of landfill waste generated in the U.S.

Street Division:

Planted leftover trees

Electrician repaired lights in Central Park

Rebuilt storm sewers on 3rd & Crescent Drive

Removed streetlights from downtown parking lot for apartment

Trees were removed from the East side of Delaware for the Riverwalk

Terex informed us that parts for our 23-year-old Hi-Ranger are on order but will not be shipped until the week of November 11 at the earliest, it was taken to the shop August 18

Removed a hanger from a tree at the Museum

We have had a lot of issues with hitting metro net wires with street sweepers, they lay them on the ground and we cannot see them as we sweep

Removed trees that we could reach from the ground at the cemetery

Parks Division:

Used the new vac to collect leaves from different parks

Turned off sprinklers at Central Park and Aquatic center

Met with Jeff Wallace from Play Pro Recreation to discuss improvements to Prairie Playground. Also met with Austin Tasler from Midwest Playscapes to get his thoughts on what we have and what meets current standards for parks and safety requirements.

Shut water off to all shelters and the campgrounds for the season

All part timers are done for the year.

Police Department

Reported by Jeff Brinkley, Police Chief

Highlights

- Patrol
 - A patrol officer located a suspect vehicle from a shooting incident and conducted a traffic stop for an equipment violation. The officer could smell drug odor coming from the vehicle that led to a search and the recovery of a handgun and electronic evidence. We are awaiting crime lab testing to determine if the gun was used in the shooting.
- Support Services
 - The Crime Victim Specialist responded to the scene of an incident to assist patrol while they helped find housing for the victim. The CVS assisted with housing, a trac phone, and connections to additional resources that were able to provide services to the victim. This team effort happens frequently and helped this victim avoid homelessness and further victimization related to their living situation.
- Administration
 - MCPD worked with the Mason City Fire Department to deliver driving training to their personnel. Ambulances were used as the primary vehicle on the training courses. On the evasive course, an electronic signal system was used to randomly assign a reaction from the driver to reinforce training using an immediate response. The signal system was funded through grant funding and with money from the city's insurance career a few years back. This continues to help us deliver high-quality training to emergency personnel that help deliver public safety services.

Public Library

Reported by Mary Markwalter, Library Director

In October the library hosted many fall and Halloween events, such as scavenger hunts, special story times, and activities for all ages.

All of the meeting rooms were very busy in October. One very important meeting was the County Auditor Election Judge Training for one week in the Mason City Room.

Currently we have 58 reservations so far for November.

Recreation Department/Highland Park Golf Course/Mason City Arena

Reported by Brian Pauly, Recreation Superintendent

This month, we've seen increased community engagement in our parks and recreational facilities. With the weather cooperating, families and individuals have taken full advantage of our outdoor amenities such as our new bike trails and Highland Golf Course, which was wonderful to see. From playgrounds to walking trails, our spaces are buzzing with activity, reflecting the strong connection our residents have with our recreational offerings. The feedback from park and facility visitors has been overwhelmingly positive, and it's a reminder of the vital role our facilities play in enhancing the quality of life in our community.

October wrapped up several fall programs and the MacNider Campground season. The MacNider Campgrounds saw slower numbers at the start but had a strong fall finish. We had 1,327 visitors stay with us totaling 3,810 nights. Even though we were down 26% from last year in nights stayed, we were up with revenue because we saw an increase in full hook-ups and a decrease in tent site sales. Site revenue was up 2.8% from last summer.

In addition, the department wrapped up Adult Softball, Youth Girls Soccer, and Youth Flag Football. It is great to see Adult Softball make small growth. I credit this with the increased Micro-Polynesian population creating several teams in our league. We did see a slight decrease in both youth sports, but still had strong numbers.

Highland continues to hold strong with 2 outings in the month of October. Rounds were up with the warmer/dry weather. Eli and Nick spent a lot of time keeping up with drought conditions. Staff remains in good spirits even after the longest record season in the 99 years with even more golf played in November! Final numbers will be in next month's report.

The Mason City Arena has been very busy over the past month with hockey. The arena hosted 4 North Iowa Bulls games, 1 Mason City Toros game, 7 Mason City High School Hockey Club games, and 7 other different level hockey games. Ethan McHenry started the in-house improvement plan to fix minor concerns throughout the arena.

I had very productive meetings/talks with Pat Hamilton, Superintendent of Mason City School District, on how my department and the district can develop an even stronger relationship. I will be announcing in November our joint programming efforts.

Volunteer Program

Reported by Mary Litterer, Volunteer Program Coordinator

Activities for the Month of October 2024:

The Mason City Volunteer Program is involved in numerous projects, Earth Day cleanup has come to a close, areas in town are looking good this fall, you can still adopt an area to pick up over the winter, please give us a call. The Beautification Program has come to an end, flower beds are cleaned and ready for next year. The 457 Cannonball had their big Halloween Event with 654 kids attending, a total of 481 hours were put in by the volunteers to make this a very successful event again this year!! The Volunteer Program has had five new volunteers join again this month bringing the new volunteers to 24 in the last 6 months, thank you for joining in our different City projects. A grand total of 748.5 hours in the month of October.

- Volunteer supplies for Earth Day Cleanup, coordination, and ongoing throughout the fall.
- Worked with vendors for Beautification program, communicated payment and garden information. Bills are still being submitted to be paid to vendors.
- Continued to supply Earth Day Groups with bags, and gloves for cleanup areas on going.
- Worked with several new volunteers on project currently active and upcoming projects.
- Worked on setting up meetings for student volunteer times.
- Worked with several Gardeners on cleanup efforts of Beautification program.
- Finished progression pictures of flower gardens for reports.
- Continue to work on end of year reports for Beautification and other grants.
- Working on special event coming in December.
- Set up a booth at Salt Form, had nice attendance, with some great speakers.

Youth Task Force

Reported by Youth Task Force Director

Grant/Budget Updates:

- All reports and claims for September were approved.
- IHHS Tracking form was submitted 10/14
- IHHS grantee training took place 10/24-10/25 in Ankeny.
- IHHS was submitted 10/31
- Grant tracking/expense reporting

One on One Mentoring

- Monthly check in with community-based mentors.
 - Peer mentoring planning and contacts with counselors, referrals, and recruitment training at Lincoln, starting 11/12. Other programs have all started: Newman, Forest City, John Adams, and MC Alternative HS.
 - Updated City/YTF website with new mentoring materials that were updated
 - 10/3 Mentor Training @ FC High School
 - 10/1 Mentee Orientation @ John Adams
 - 10/22 Newman Peer Mentor Training- YLI sharing (13)
- *Peer mentoring students decorated fall themed window suncatchers the week before Halloween that were then given to local nursing homes.

Child Care Works

- Weekly meeting with the Chamber, 8/13 Impact Meeting
- Retention bonus planning implantation/administration
- Provided ongoing support for the Child Care Works impact group and wage supplement program.
 - Before/after school program, in-home childcare provider, and center staff bonus program implementation and coordination
 - On going wage supplement program administration and weekly check-ins
 - State funding projections

Executive Board Meeting- Meeting took place on 10/17

Other:

10/3 Partners for Children meeting with CIS Grooming Info Training
10/15 CCW Team Meeting and weekly check-ins