

City Administrator's Monthly Activity Report

Aaron Burnett, City Administrator

January 2025

(Issued February 28, 2025)



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

Airport

Reported by David Sims, Airport Manager

Date: January 2025

United Airlines Enplanements/Deplanements	FBO Fuel Flow
From 1/1/2025 – 1/31/2025	
Monthly Enplanements 576 / Deplanements 543 / Total 1,119 (+84% January 2024, Highest January total since 2018)	Monthly 33,443 Gallons Sold (+245% January 2024)

Routine Activities for the month – Administration and Operations:

- Terminal Demolition Project Started
- Prepare Fiscal Year 2026 Operating Budget
- Coordinate water service improvements with City of Clear Lake

Activities planned for next month and other comments:

- Accept Terminal Project as complete and begin grant closeout process
- Sign contract for Terminal Landscaping Design
- Sign contract for Water Service Improvement Design

Development Services Department

Reported by Steven Van Steenhuyse, AICP, Development Services Director

With the dearth of snow this winter, the Code Enforcement Division has been unusually busy dealing with garbage and junk, rubbish and refuse violations. The Code Enforcement officers handled 155 nuisance-related cases (not including snow complaints), compared to only 55 cases during January last year. We hope that this will result in fewer such cases in the spring, when they typically tend to increase.

The 4th Street NE project continues to proceed, with the imminent sale of 537 4th Street NE to the North Iowa Corridor Housing Development Corporation (NICHDC). All of the properties on the south side of 4th Street NE between 527 4th Street NE and 613 4th Street NE are now City owned. The house at 537 4th Street NE will be kept in its current location; only the front yard will need to be regraded so that the retaining wall can be removed. The house at 549 4th Street NE will be moved to the vacant lot just west of the 537 house. These lots are planned to be deeded to NICHDC, who will renovate the houses and sell them as workforce housing. This will leave the majority of the property (after the wall is removed and the property is re-graded) for new development. We intend to work with NICHDC to market this property for a quality townhome project.

Our new Electrical Inspector, Nick Wright, joined our staff at the beginning of January. His experience as a journeyman electrician has helped him ease into his new role.

Planning and Zoning Division: The Planning and Zoning Commission met in January to consider several items. Three public sculptures were recommended for approval. In addition, the Commission recommended that the City Council approve three requests for rezoning. One request will allow the chosen developer of the Northbridge project to construct the proposed 4-story building by rezoning the site from Z2 to Z4. The second request is to rezone several lots in the eastern part of Downtown from Z5 Central Business to Z3, General Urban, to allow for converting older apartment houses back to single family dwellings. The third request will rezone the recently annexed Tractor Supply site and surrounding property from Z1 Agriculture to Z4, Multi-Use District.

The Zoning Board of Adjustment did not meet in January. The Historic Preservation Commission met twice; the regular January 2 meeting did not have any action items, but the Commission did discuss its annual work plan, which is a necessary element to maintain Certified Local Government status. Preservation of the Suzie Q is a new addition to the work plan. A special meeting was held on January 27 to consider demolition of a garage at 1640 12th Street NE. The Commission determined that the garage is not historic, clearing the way for its demolition.

Code Enforcement Division: As noted above, the below average snowfall this winter has resulted in many fewer snow complaints and less snow removals by our contractor. There were zero snow complaints in January, compared to 65 such complaints in January 2024.

There were 115 code enforcement case requests opened in January, of which 72 were initiated by staff and 43 initiated via complaint. Of these, 39 cases were requests for code enforcement information, 25 were junk, rubbish and refuse complaints, and 31 were for uncollected garbage.

Building Inspections Division: Fifteen major building permits and five minor building permits were issued in January. Total construction valuation of all permits was \$1,574,901.99, leading to \$6,365.84 in permit fees.

Rental Inspections Program: The Housing Inspector inspected 67 units. A total of 84 Rental Dwelling Certificates were issued. The program collected \$7,815 in Rental Dwelling Certificate fees and fines.

Transit & Safety Division: There were 13,405 rides on the fixed route system, up from 11,315 in January, 2024. Training was provided in January for two new employees, and 194 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 met January 13 to consider a request for a \$30,000 DoRL forgivable loan from the owner of the Splash Multisport building at 205 North Federal Avenue. The owner intends to remove the existing non-contributing façade and replace it with a storefront that will look more like the building as it was originally constructed.

Developments: The Development Review Committee met three times in January. Residential, commercial, and industrial projects that are recently begun or are underway include:

- 43 North Iowa continues remodeling of the old Globe Gazette Building at 300 North Washington Avenue into a residential center and program headquarters.
- City projects: Mason City Fire Station Addition; Prairie Rock Trail Bike Park, including the shelter building.
- Good Shepherd, Inc, renovation of the former nursing home at 222 South Pierce Avenue to an assisted living facility.
- 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.
- There were no permits issued for rooftop solar arrays in January.
- Construction of the Willow Creek Riverwalk is expected to be completed in the spring. The
- The foundation has been poured for the Delaware Apartments at the NW corner of 1st Street NW and North Delaware Avenue. This project includes covered parking under the building, as well as parking spaces outside the building. The parking will be leased to the City, who will then provide parking spaces to the public.
- The long-vacant storefront at 1625 North Federal Avenue, which last contained Maria's Kitchen restaurant, is being converted into a dwelling unit.
- Briarstone West Offices has begun construction of a 3-unit office/commercial building at 2615 Skyview Lane. A total of four office/commercial buildings are anticipated at this site.

- Tractor Supply, 4985 4th Street SW, is now in the City and is nearing completion. The owners are working for opening in early March.
- Restaurant Projects: the Development Review Committee has reviewed plans to open new restaurants at the following locations: 2960 4th Street SW (former Papa's - proposed sushi and ramen restaurant); 3229 4th Street SW (former Red Lobster/Las Palmas – proposed Japanese hibachi); and 510 Village Green Drive (former Fazoli's/Mason City Pet Clinic – proposed Mexican). These are all in various stages of review and opening dates are as yet unknown.

Elmwood-St. Joseph Cemetery

Reported by Tyler Anderson, Cemetery Manager

Tyler

- Steady working with families and individuals on burial and pre-need situations
- New columbarium project complete, along with new bronze sculpture installed
- Assisting with CIP and Budget projections
- Wreaths Across America – video showcasing event available at www.facebook.com/masoncitycemetery

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:

- Winter projects, including oil changes, air filter replacements, and deep cleaning facilities and equipment
- Great work helping with various citizen requests as needed
- Sculpture installed next to new columbarium
- Planning ahead for Summer projects, including tree removal and replacement, continued beautification of cemetery sections

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, Mason City Bike Park and Trails, Home Grant Downtown West Revitalization Program, 12th Street NE Bridge over Ideal Creek, East Park Redevelopment, Mason City Water Works Plant Upgrades, Taft Avenue Water Main Loop, and the 43rd Street Lift Station and Force Main Project.

IA 122 Mercy Corridor – Consultant: WHKS

The Iowa DOT (DOT) will advertise the project and manage the period of public bidding. The project is currently rescheduled for an Iowa DOT letting on February 18, 2025. The project construction plan will span two construction seasons, 2025-26.

Bid Package 1 – Contractor: Rock Solid Trail Contracting, LLC

The contractor's application for final payment was prepared following a reconciliation project of quantities. The final project close-out documents also included a change order. The project is scheduled to be included on the February 4, 2025, agenda, recommending acceptance of the project and approval of final payment including the entirety of Change Order No. 4.

Home Grant Downtown West Revitalization Program – City Engineering

The project is under contract with Heartland Asphalt, Inc., of Mason City. The work is expected to begin in the spring of 2025 and the project completion date is August 15, 2025.

The scope of work includes new construction of, or the replacement of pedestrian ramps meeting ADA compliance, the removal and reconstruction of alley approaches, removal and reconstruction of curb and gutter, full depth pavement patching, pavement scarification and Hot Mix Asphalt resurfacing, adjustment of manhole castings, adjustment of water valves road boxes and all other incidentals to complete the work as shown in the plans.

12th Street NE Bridge over Ideal Creek – Consultant WHKS

The Iowa DOT (IDOT) completed their audit of the project, and all documentation was filed into the IDOT's DocExpress system. The City Council accepted the project and approved final payment to the contractor at their regular meeting held on January 7, 2025. The final action item is the filing for reimbursement of Federal Funds allocated to the project. The City Engineer will complete the application upon receipt of the cancelled final pay voucher.

East Park Redevelopment – City Engineering

The Engineering Department completed the plans and specifications for demolition and site grading and restoration of the project site. A public hearing on the project will be requested at the first meeting in February. A project letting is scheduled for February 25th, and the anticipated project start date is March 19th.

The demolition and grading will be completed as a two-phase project, the completion date is August 19, 2025.

The scope of work includes 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 seeding; and all incidentals within the parameters of the East Park Redevelopment project

Mason City Water Works Plant Upgrades – Consultant: SEH

SEH and city staff continued working with Veolia on the final scope and equipment prices. Veolia is the vendor supplying the major EDR components of the water treatment up-grade equipment. A reworked and revised engineer's opinion of cost will be provided to the city upon identification of and completion final scope.

Taft Avenue Water Main Loop – Consultant: SEH

SEH continued working with the contractor, Summers' Enterprises, Inc., on coordination of shop drawings, Buy America Build America (BABA) certificates, schedule and a preconstruction meeting. The grant requirements for this project are very ridged and there is no place for errors. I will be reaching out to city staff involved with the grant with an update, then schedule a meeting with the city's assigned EPA grant administrator if necessary. The project remains on schedule for an April start date.

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

The State Revolving Fund (SRF) Intended Use Plan (IUP) application was accepted, and the project is expected to be listed on the final approved version of the IUP. This will occur sometime in mid to end of March. With this type of funding, there will be several additional obstacles to overcome after the IUP is published. The greatest of these will be the environmental review. Since the project is located near a creek and the lift station will require a large excavation on the adjoining agricultural property, the review will be extensive. The project has been assigned to an Iowa Department of Natural Resources (IDNR) project manager, who will begin the review following the publication of the IUP.

The City has also initiated a line of communication with the owner of Newman Farm, LLC, to begin the process for property acquisition for the construction location of the lift station.

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

Prepared and submitted FY 2026 Operating Budgets for the Engineering Department and Water Supply Division.

A public Hearing on the franchise agreement was held on January 7, 2025, followed by second and final ordinance readings on January 21st and 28th. The ordinance was finalized on January 28th and recorded with the Cerro Gordo County Recorder's Office thereafter.

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 9,722 utility bills and 492 disconnection notices, completed 311 utility service orders

Finance

- Attended 2 Development Review Committee meetings
- Committee work and coordination on 500-600 Block 4th NE redevelopment
- Finalization of proposed FY26-FY30 CIP and FY26 operating budget. Presented at 2 Council workshops
- Completed strategic planning with update of website and completion of summary document for City Administrator review
- Bidding of CD Investments- 2 CDs were bid and awarded, both to First Citizens: 1) \$4M for 91 days at 4.41%; and 2) \$2M for 175 days at 4.33%
- Coordination with Southbridge Mall operations
- Printed 1065 payroll checks/stubs, 690 payable checks
- Reconcile credit card bank deposits for Aquatic Center, Golf Course, Campground, Arena, Police Department, Cemetery, & Inspections
- Scanned 1235 invoices for payment processing
- HOME rehab Block Grant work-ongoing projects
- Brownfields assessment grant
- Alliant Energy One Million Trees Letters to homeowners
- Preparation for new Fire Grant in Iowa Grants
- Monthly Reports: Byrne Justice Assistance Grant (JAG); Brownfields

GIS

- Develop an application that allows users to search by address and determine whether the location falls within the city limits or specified buffer zones
- Add golf course hole outlines to the Tree Inventory Viewer
- Wellness Committee meeting

IT

- Get Brett H his laptop back and test VPN
- Generate security report for Aaron Burnett
- Update Finance Web Page contact list

Fire Department

Reported by Erik Bullinger, Fire Chief

EMS OPERATIONS

FF Connor Elliot obtained paramedic certification for the State of Iowa and National Registry of Emergency Medical Technicians.

Firefighter Cornick has started the last full semester of paramedic class with the expectation to be completed with class and clinicals by Fall 2025.

FIRE OPERATIONS

Firefighters fought a large commercial structure fire at Mason City Recycling with the assistance of Clear Lake, Rockwell, Ventura, and Nora Springs Fire Departments, as well as Helena Agri-Enterprises.

Firefighters responded to a two-story, four-unit apartment fire. Firefighters were able to stop the fire despite rapid fire development from high winds.

Firefighter Merrill completed the fire academy, achieved Firefighter 1 certification, and was assigned to 2nd Battalion.

FIRE PREVENTION BUREAU

Accepted delivery of a drone that will be used for investigations, incident preplanning, victim search, and other applicable operations. Funding was sourced through a donation from Ag Processing Inc.

TRAINING

Firefighting

- Tour of door testing facility ASSA ABLOY
- Tour of AGP facility
- Nine staff attended the annual State Fire School in Altoona

EMS

- Video class on airway adjuncts, preceptor training and firefighter cancer. January is cancer awareness month.

COMMUNITY INVOLVEMENT

Classes given to MCPD in CPR & AED, Fire extinguisher & Bloodborne Pathogens

New MCPD officer rode along with FD for orientation

Fire & EMS safety presentation given to Pilgrim Place residents

RENOVATIONS UPDATE

Dorm addition:

- Mechanical & electrical complete
- Drywall finished and painted
- Casework started

Other:

- Mechanical, electrical, and sprinkler rough-in near completion
- Drywall installed
- Audio system installation started
- Windows 25% installed



Dorm Layout



Kitchen



Conference Room

COMMITTEES

Training committee met to discuss 2025 schedule and new hire orientation

Truck Spec committee met to further discuss aerial truck research

Wellness Team progress and update meeting

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	17		17
Finance	10		10
Fire	46	1	47
Human Resources	3		3
Library	14	3	17
Mall	1	7	8
Museum	6	1	7
Operations & Maint	65		65
Police	47		47
Recreation	7		7
Youth Task Force	2		2
Grand Total	240	35	275

+121 Seasonal employees

Staffing

Currently we have 8 recruitments underway, with a total of 18 vacancies that were in various stages of the recruitment process. Hired 1 seasonal and 2 regular full-time employees during January. We experienced 1 retirement during the month.

Hiring Activity:

- Police Officer-9 openings (Police): Continuing recruitment, 1 officer hired in January. Testing conducted on new hiring list on 1/18/25 with several candidates started background checks. Next testing date is scheduled for 3/26/25.
- Heavy Equip Operator Water Reclamation - 1 opening (O&M): Recruitment beginning in late January.
- Swing Worker - 1 openings (O&M): Conducted external interviews, job offer made and will start work in February.
- Firefighter/Paramedic - 2 opening (Fire): Interviews conducted in January, background and physicals in process.

- Accounting & Reporting Analyst - 1 opening (Finance): Promoted internal candidate in January.
- Intermediate Accounting Clerk - 1 opening (Finance): Created internal civil service list, interviews scheduled for February.
- Programming Assoc part-time - 1 opening (Museum): Job reopened, will begin a new recruitment in early February.
- Library Assistant I - 1 opening (Library): Recruitment began in late January.
- Admin Asst-Housing/Safety - 1 opening (Dev Services): No internal candidates, so created external civil service list with interviews scheduled for February.
- Transit Driver - 2 driver opening (Dev Services): Continuing recruitment.

Labor Relations/Legal

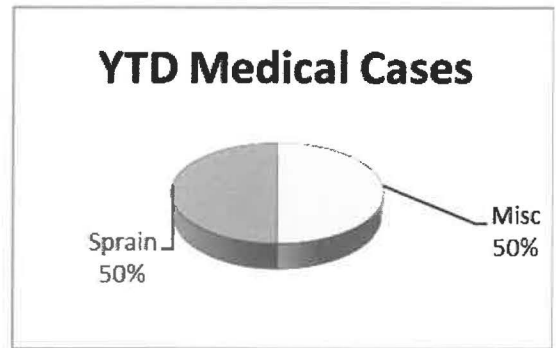
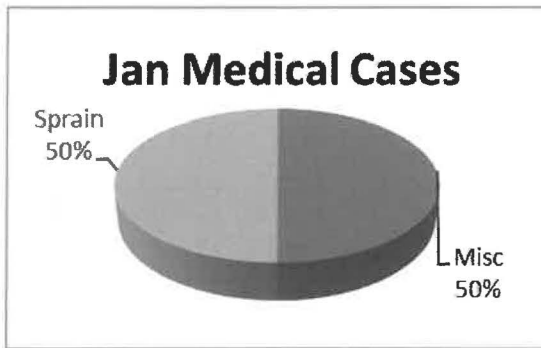
No significant labor issues to report. Conducted successful contract negotiations with the Teamsters on 1/23/25, subject to council approval in February.

Major Projects

- Police Officer staffing will remain a focus of our department into the future. During January we began setup and implementation of an upgraded recruitment software system to expand our capabilities to improve marketing efforts, identify possible new applicants, improve applicant communications, and streamline our administrative processes. This system will go live in early February in conjunction with our next police officer recruitment. We also finalized plans to make use of an alternative marketing firm to assist us in additional police officer recruitment efforts beginning in early February.
- We have made substantial progress on the setup and implementation of a new HRIS software system that will allow us to offer electronic access to employee data for both employees and managers, establish electronic approval workflows eliminating inefficient paper documentation, and improving the overall efficiency of city government. The HR/Records Specialist is beginning the process to assume a lead role in the implementation of the City Hall electronic data records transition project as part of normal duties.
- Extensive preparation for Teamster labor negotiations were undertaken, resulting in a successful outcome during one day of labor negotiations.

SAFETY STATISTICS

The City has experienced 1 injury requiring medical attention in 2025 compared to 0 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

General Activities: Daily/Weekly/Monthly tasks:

- Things slowed down during the month of January like many area businesses.
- The Museum held several adult and youth classes that were taught by current staff, contract staff, and volunteers.
- The Museum partnered with the Surf Ballroom once again to give tours based on art of the 1950's and 1960s based on the change in Music and Art.
- The Museum solicited estimates to move the Bil Baird Puppet video to the Bil Baird Gallery for better use of space.
- The Museum solicited estimates to run cable to a digital screen (like in city hall lobby) with all the current happenings of the Museum as well as donors.
- The Museum began several series of Ceramic Studio Classes. Each class was at capacity with wait lists. Unfortunately, due to space issues and time constraints with open hours there are not additional times for ceramics class.
- Museum performed outreach at several locations it partners with: IOOF Care Center, Manly Care Center, Good Sheppard Care Center.
- The Museum hired Shelly Schmidt to begin working with the Museum to formulate an updated long-range plan.
- Due to a break in classes the Museum had a volunteer work to organize craft supplies for ease of use. The volunteer broke down larger craft areas into more highly organized micro areas for better use of resources.
- The Museum met with the Engineering Department about possible land space to use for Museum off site storage. The two departments found an area that would work for both for the secondary Museum storage site.

Attendance totals for the month of January:

Learning to Throw AM: 9 adults	Exploring Alternative Decorating Techniques: 10 adults
Learning to Throw A: 12 adults	Art Bugs (January): 8 adults & 8 children
Creating w/Clay A: 7 children	Kids' Club: Snow Fun: 8 children

Events

Birthday Party Rental: 17 adults & 6 children
Board Meeting: 6 adults

Foundation Meeting: 7 adults

Gallery Attendance	369
Event Attendance	48
Classes	146
Playground	128
Outreach	48

Tour Attendance	0
Totals	739

184 members
13 Businesses
11 City Memberships

Operations & Maintenance/Parks Department

Reported by Jim Collins, Public Works Director

Utility Division:

Demoed 2 houses for neighborhood development
Fixed 2 main breaks
Fixed frozen and damaged hydrants
Salt/sand/snow removal with Street Department
Turned valves
Machine and equipment repair

Water Reclamation Division:

- Took care of all general plant operations
- Yearly fire extinguishers check was done by Federal Fire
- Checked and repaired several methane gas lines in the digester building
- Cleaned and televised collection system lines, to give Jason Howe some experience
- Jason Howe completed his CDL training
- Automatic Systems replaced tank level sensor in polymer tank
- Replaced seal on east belt thickener
- Paul and Stephany met with Brent and Aaron regarding PFAS
- Looked at used semi for sludge hauling, unit was in Algona

Sanitation Division:

- 1) large items have slowed down we must have finished fall house cleaning
- 2) We have a new worker starting on February 6th - it will be nice to have a full crew
- 3) We are already getting asked if we will start yard waste season because of the nice days in January

Trash talk!!!!

Every 15.5 hours Americans throw out enough plastic to fill the largest NFL stadium in the country, AT&T stadium (the home of the Dallas Cowboys), and the pile grows larger every year.

Street & Parks Division:

- 1) We have sent out sanders a few times.
- 2) Tree crews are still plugging away at the ash trees.
- 3) We are cleaning up overgrown trees and brush on North Carolina Avenue.
- 4) We just started tree trimming in alleys.

Police Department

Reported by Jeff Brinkley, Police Chief

Highlights

- The 2024 DNR Deer Management Zone (DMZ) hunt wrapped up on January 10, 2025. There were 70 tags sold for this program and 48 deer were harvested.
- Patrol
 - A patrol officer was able to use a FLIR device to locate a suicidal subject in a field while assisting the Cerro Gordo County Sheriff's Office on the call.
 - Officers took a report of stolen vehicle and later located it just north of downtown. The suspect fled on foot and was apprehended by the investigating officer after a short foot pursuit.
 - Officers arrested an escapee from BeJe Clark following a vehicle pursuit. The suspect had been placed at the halfway house on a prior eluding charge.
 - Finally, officers responded to a burglary at a local business and were able to identify the suspect and an involved vehicle. A search warrant was served at a local resident and there is an arrest warrant issued for the suspect.
- Investigations
 - Felony charges for the month included 1st degree arson, 2nd degree sex abuse, and two counts 3rd degree sex abuse.
 - Ongoing investigations for fraud and retail theft follow a search warrant at a local residence where investigators also found a meth lab.
- Animal Control
 - We had four human bite cases involving dogs this month. Two dogs were euthanized by their owners after serious bites and a third was declared a vicious animal under city ordinance and also euthanized.
 - Eight charges were filed for a variety of animal offenses.

Public Library

Reported by Mary Markwalter, Library Director

Author Visit: Tim Grover

Jan 30, 2025, 4:00 PM – 6:30 PM

Iowa Author Tim Grover will discuss his book *Barnstorming Babe—A Slugger's Bumpy Trek Across Small-Town America*. Books will be available for purchase and autographing.

The Winter Reading Challenge for all ages started in January and ends in March. People read books, turn in their logs and are entered in a contest for prizes from Three Bells Books in Mason City.

The library hosted regular programming, story times, Lego club, book clubs, craft days and movie nights.

Recreation Department/Highland Park Golf Course/Mason City Arena

Reported by Brian Pauly, Recreation Superintendent

The Recreation Department kicked off the new year with a full slate of winter programming, including youth basketball, tumbling, and mini and tiny tot cheerleading. These programs continue to provide opportunities for skill development and fun for our youngest participants. Adult drop-in programs have also been strong, with basketball, pickleball, and volleyball all seeing steady participation. Notably, adult drop-in volleyball has reached its highest numbers since the program began, highlighting its growing popularity. In addition to drop-in play, we are also running our Women's Power Volleyball League, which has provided a competitive outlet for local female athletes.

The Recreation Department also hosted our 15th annual Ice Fishing Derby at the Blue Pit in Lester Mulligan Park. This event, held in partnership with the Iowa DNR, continues to be a favorite winter tradition for families in our community. Just before the derby, 2,200 rainbow trout were released into the water, giving participants plenty of opportunities to reel in a catch. Families and kids braved the cold to enjoy a fun-filled afternoon of fishing, with many young anglers experiencing ice fishing for the first time. Thanks to generous local sponsors, participants were also treated to cookies and hot chocolate, adding to the festive atmosphere of the event.

As we transition into February, we are preparing for upcoming spring programming while continuing to monitor participation trends in our winter sports. The department remains focused on providing quality recreational opportunities for all ages in Mason City. The department will be rolling out adaptive kickball this summer. We are partnering with 43 North Iowa and One Vision on this program.

The Mason City Arena remained busy throughout January, hosting 3 North Iowa Bulls games, 5 Mason City Toros games, 6 Mason City High School Hockey Club games and 10 youth hockey games. Mason City Youth Hockey also hosted a 16-team tournament that brought in teams from across the region. Along with hockey, the arena continues to support a variety of community events and public skating opportunities such as a 5k State-A-Thon by North Iowa Figure Skaters.

Volunteer Program

Reported by Mary Litterer, Volunteer Program Coordinator

Activities for the Month of January 2025:

The Mason City Volunteer Program is involved in numerous projects, Earth Day can continue by adopting an area to pick up over the winter. When out for a walk or walking your dog, take a bag along and pick up trash. The Volunteer Program has had one new volunteer join again this month bringing the new volunteers to 31 in the last 9 months. Thank you to our volunteers for joining in our different City projects. There were a total of 244.75 hours in the month of December.

- Worked again this month for budget for beautification program.
- Finished final report for beautification grant and submitted for final payment.
- Submitted grant request for 2025 funding.
- Continued to supply Earth Day Groups with bags, and gloves for cleanup areas on going.
- Worked with several new volunteers on projects currently active.
- Finished progression pictures of flower gardens for reports, totaled hours and volunteers that participated in the Beautification project.
- Continue to work on other grants.

Youth Task Force

Reported by Youth Task Force Director

Grant/Budget Updates:

- All reports and claims for December were submitted.
- 1/15- Submitted IHHS tracking form
- Grant tracking/expense reporting.
- Received funding from the Murphy Trust foundation.
- 1/28- Submitted the United Way Report
- 1/30- Submitted IHHS Quarterly Report

One on One Mentoring

- Monthly check in with community-based mentors.
- 1/3-New adult match in FC
- 1/7 – Met with the Roosevelt Elementary Principal about a possible lunch buddies’ group.
- 1/18-Dropped off Newman Valentine’s activities

Checked in with two trained mentors about placement and mentee on list.

Peer Mentoring:

- 1/16 – Q and A with High School Mentors at FC
- 1/23 – Planning Meeting for JAMS peer mentoring
- Weekly meetings and check-ins.
- Prepping for Valentine’s for Vets activity
- Mentor Recruitment/Mentee application

Child Care Works

- Weekly meeting with the Chamber
- 1/15 – Wage Enhancement Program Monthly Call
- Provided ongoing support for the Child Care Works impact group and wage supplement program.
- On going wage supplement program administration and weekly check-ins
- State funding projections

Executive Board Meeting- 1/16 – Exec Meeting

Janna Wutke is the new YTF Chair, with Shauna Krush becoming Vice Chair.

Other:

1/8 – Listened to the December Collaborative Mentoring Webinar

1/9 – Met w/ Girl Scouts' Community Engagement Manager

1/15- NMRC Board enhancement webinar

1/21-City Budget meeting

Weekly check-ins for CCW and ongoing wage supplement program support

Weekly peer mentoring sessions and activity planning

Facebook posts

Ongoing: POs, grant reporting, time tracking