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

December 1, 2026
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 –

SPECIAL ITEMS -

1. Proclamation – Wreaths Across America Day
2. Presentation on Prairie Playground Replacement Planning

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 three 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.

3. MINUTES - Regular and Worksession Minutes of November 17, 2026

4. CLAIMS dated November 5 and 12, 2026

5. PERMITS

6. Mayor recommending approval
   Reappoint Kristine Urdahl to the Historic Preservation Commission

7. Administrator recommending approval
Accept the RFP selection of Midwest Playscapes of Savage, Minnesota, as the preferred vendor for Prairie Playground at East Park and approve the Conditional Vendor Selection and the letter of intent

8. Administrator recommending approval
Approve field review of Drainage District 17 work order for main tile collapse south of Country Club Drive

9. Administrator recommending approval
Reso. award of contract to Short Elliott Hendrickson, Inc. professional services related to the Briarstone Stormwater Analysis Project

10. Administrator recommending approval
Reso. levying assessments for charges on certain properties and the certification of same to the County Treasurer for collection

11. Administrator recommending approval
Reso. levying special assessment for tree removal charges on certain properties and the certification of same to the County Treasurer for collection

12. Administrator recommending approval
Reso. approving the official 2026 Fiscal Year Street Finance Report for the City of Mason City, Iowa

13.. Administrator recommending approval
Reso. approving the FY26 Annual Financial Report for fiscal year ending June 30, 2026

14. Administrator recommending approval
a. Authorization for the City Administrator to engage legal services with Dorsey and Whitney related to the 2026-2027 SRF Lead Service Line Replacement Project Phase 1 and sign engagement letters
b. **Reso**. to fix a date for a public hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed $1,915,250

15. Administrator recommending approval
Reso. approving the purchase of a TYMCO Model 600 Street Sweeper from Sourcewell of Ankeny, Iowa, for the Street Division

16. Administrator recommending approval
Reso. award of contract to North Central Mechanical Services of Mason City, Iowa for the Water Reclamation Maintenance Garage Infrared Heating System Replacement

17. Administrator recommending approval
Reso. providing for notice of hearing on proposed Amendment No. 5 to the Revitalization Plan for the Mason City Combined, Amended and Restated Urban Revitalization Area

18. Administrator recommending approval
Reso. approving a preliminary plat for "Tahoe First Subdivision" in the City of Mason City, Iowa

PUBLIC HEARING

19. Administrator recommending approval
Ord. amending the City Code Title 12, Chapters 12-2, 12-8 and 12-16 of the Zoning Ordinance: to update definitions and zoning standards for healthcare, recovery and civic support uses, establish standards for emergency shelters, and establish traffic visibility standards (1st, 2nd or FINAL)

ACTION ITEMS

20. Administrator recommending approval
Ord. amending the City Code Title 4: Health and Sanitation, Chapter 2: Garbage, Refuse, Recyclables and Yard Waste, Article C: Solid Wastes Section 2: Collection by City to add a new Paragraph E entitled Administrative Fees and Charges (FINAL)

21. Administrator recommending approval
Reso. adopting a Master Schedule of Fees

22. Administrator recommending approval
Ord. Providing for the Division of Taxes Levied on Taxable Property in the November, 2026 Addition to the Mason City Unified Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (FINAL)

23. **Ord.** amending the City Code by repealing Title 12 "Zoning Regulations" Chapter 4: Text Amendments and Rezoning in its entirety and adopting a new Chapter 4 in lieu thereof (FINAL)

24. **Ord** Providing for the Division of Taxes Levied on Taxable Property in the 2026 Peninsula Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (2nd or FINAL)

25. Administrator recommending approval
Ord. amending the City Code by repealing Title 9, Chapter 11: Through Streets, Section 2: Streets Designated and adopting a new Section 2 in lieu thereof (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.

Proclamation

WHEREAS, Wreaths Across America is a national initiative dedicated to remembering our fallen heroes, honoring all who serve, and teaching future generations the value of freedom; and

WHEREAS, each December, citizens across the nation unite in a solemn act of respect and remembrance by placing wreaths upon the graves of veteran who served our country with courage and sacrifice; and

WHEREAS, in Mason City, this tradition takes place at historic Elmwood Cemetery, where generations of veterans from every branch of service and era of American history are laid to rest; and

WHEREAS, last year more than 1,200 wreaths were thoughtfully placed by dedicated volunteers – an extraordinary expression of our community's gratitude and commitment to honoring those who have worn the uniform of the United States of America; and

WHEREAS, on December 19, 2026, at 11:00 a.m., volunteers will again gather at Elmwood Cemetery to continue this powerful and meaningful tradition as part of Wreath Across America Day; and

WHEREAS, the people of Mason City recognize and deeply appreciate patriotism, service, and sacrifice of our veterans, and we extend heartfelt thanks to all individuals, families, and organizations who support and participate in this important observance; now

NOW, THEREFORE, I John P. Lee, Mayor of Mason City, do hereby proclaim December 19, 2026, as

Wreaths Across America Day

in Mason City, and encourage all citizens to join in remembering and honoring our veterans – this day and throughout the year.

Mayor, John P. Lee

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

November 17, 2026
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 November 17, 2026. The meeting was called to order by the Mayor and on roll being called there were present, John P. Lee, Mayor in the Chair, and the following Council Members: Masson, Latham, Jaszewski, Hines, Symonds, Adams. Absent: None.

ADOPT AGENDA

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

On roll call, the vote was as follows:

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

PUBLIC FORUM

The Mayor asked if there were any comments.

There being no comments, the Public Forum was closed.

CITY ADMINISTRATOR'S MONTHLY REPORT

1. Administrator Burnett presented the Monthly Activity Report.

Council comments and questions followed the report.

CONSENT ITEMS

Prior to adopting the Consent Agenda Item #8 and #12 was removed to be acted upon separately.

The following Consent Agenda Items were Approved/Adopted:

2. **Minutes:** Regular Minutes of November 3, 2026, were presented.

3. **Claims**: Dated November 5 and 12, 2026, in the amount of $3,286,450.62

4. **Permits**

City Administrator:
The Police Department and Fire Department have reviewed the applications listed below. The following permits/renewals are submitted for approval.

Rib Crib 455 Tiffany Drive	Class C Retail, Outdoor Service, Catering Privilege
Columbia Club 551 S Taft	Class C Retail
L.D.'s Filling Station 620 12th Street NE	Class C Retail, Catering, Outdoor Service
Historic Park Inn 15 West State Street	Class C Retail, Catering, Outdoor Service

5. August Financials:

Finance Director:
Staff completed the monthly financials for August 2026 and have attached these documents for review. The City's cash overall cash balance decreased in August by $4.411 million from $53,173,587.89 to $48,761,783.87. This decrease can primarily be attributed to expenses for capital projects including a loan disbursement for the RCR/Hotel Development Agreement, and pay applications for the WRF Project, 19th St. SW Project, Penn Ave Rehab Project, and 12th St NW Turn Lane Project. As noted in last month's report, expenditures in the General Fund and Employee Retirement Funds will significantly outpace revenue for the early portion of FY2027 due to the timing of property tax receipts (October and April). The Recreation (020). Library (030), and Employee Retirement (112) have dipped to negative fund balances but are supported through a very strong amount of cash on hand. The Road Use and Utility Funds (Water, Sewer, Storm Sewer, and Sanitation) continue to perform well and have increasing fund balances. These will also fluctuate throughout the fiscal year as payments to capital projects are made and budgeted transfers are completed. We are still waiting on our final HOME Grant disbursement to balance the ARPA Fund (315). The Sewer Capital Projects Fund (613) once again has a negative fund balance, which is solely due to the delay between pay applications and SRF Loan drawdowns. The Arena Fund (670) also has a negative balance, but should rebound as we approach fall/winter when it is most utilized.

6. Appointment to the Library Board:

Mayor:
The council is asked to confirm the following individuals to the appropriate boards and commissions.

Name	Board or Commission	Reappt./New	Term
Gina Colombo (TFV Dennis Reidel)	Library Board	New	2028

7. Appoint/Hire Assistant Water Supply Superintendent:

Public Works Director:
Approve Steve Kopp as the successful applicant for the position of Assistant Water Supply Superintendent at the November 17, 2026, Council Meeting. The Assistant Water Supply Superintendent position became vacant following the promotion of Joe Gaubatz

to Water Supply Superintendent. The position assists in the operation, maintenance, and supervision of the City's water supply and treatment facilities and assumes responsibility for the division in the Superintendent's absence. Following the selection process, Steve Kopp was identified as the preferred candidate and has accepted a conditional offer of employment, subject to City Council approval. His appointment is subject to obtaining an Iowa Grade III Water Treatment Operator Certificate within two years and maintaining residency within 10 miles of Mason City's corporate limits. Steve will report directly to Water Superintendent Joe Gaubatz. The position is included in the Operating Budget. Approve Steve Kopp as the successful applicant for the position of Assistant Water Supply Superintendent at Grade J, Step 7, with an annual salary of $76,814, at the November 17, 2026, Council Meeting.

9. Submission of the FY 2025-26 Urban Renewal Report:

Finance Director:
Staff recommends approval of the FY2025-26 Urban Renewal Report. Chapter 384.22 of Iowa Code requires cities to submit an annual Urban Renewal Report, which details projects, debt, revenue and expenditures within Urban Renewal Areas and their accompanying TIF Districts. Mason City began FY2025-26 with $19.27 million in outstanding Tax Increment Financing (TIF) debt and that number was reduced to $16.48 million by the end of the fiscal year based on debt service payments, transfers, and rebates for development agreements. The City utilized roughly $92.5 million of tax increment in FY26, which represents 6.78% of our overall taxable valuation (1.36 billion). This percentage is a slight increase from FY 25's amount of 5.78%. Staff request City Council approval of the FY2025-26 Urban Renewal Report.

10. FY 2027-28 TIF Certifications:

Finance Director:
Staff recommends approval of the FY2027-28 Tax Increment Financing Certifications. Iowa Code requires that cities utilizing an Urban Renewal Area and Tax Increment Financing (TIF) certify the debt and requested increment annually by December 1st. Once approved by the City Council and submitted to Cerro Gordo County, the County Auditor certifies the debt and diverts tax revenue based on our request into the Urban Renewal Areas. Mason City has four Urban Renewal Areas utilizing TIF: Forest Park, Mason City Unified, Downtown Reinvestment, and the Southside Gateway. These districts are used to fund projects, debt payments, and economic development grants and/or tax rebates. The FY28 TIF Certifications add $8.55 million of new TIF debt, which is a significant increase due to the addition of the TIF portion of the 2025 and 2026 GO Bonds, Delaware Parking Lot Lease, and annual rebate payments. The total TIF revenue requested for FY28 is $2.635 million plus the maximum amount allowed for the Downtown Revitalization District. These amounts will be included in the FY28 Budget. Approve Resolution Obligating and Appropriating TIF Funds for FY28.

Reso. 26-252:
Resolution No. 26-252, obligating and appropriating Urban Renewal Tax Revenue Funds for the repayment of eligible debts for fiscal year 2028, was presented.

11. 19th Street SW Resurfacing Project Closeout:

City Engineer:
The Engineering Department recommends the City Council approve acceptance of the 19th St. SW Resurfacing Project and authorize final payment to the contractor, Heartland Asphalt, Inc. This contract was awarded on April 21, 2026, and improvements included resurfacing from West City Limits to Taft Ave., turn lanes at Harding Ave., a new stop-light at 19th Ave. SW & Taft Ave., and converting this segment to a three-lane highway section. WHKS inspected the work on behalf of the city, and work was completed in compliance with applicable city specifications, plans and ordinances. This project was included in the FY27 budget with funding from G.O. bonds, water, and sewer revenues. The original contract amount was $1,765,218.08. The project total as completed is $1,722,841.65. We respectfully request that the City Council accept the project and approve final payment to Heartland Asphalt, Inc. in the amount of $1,722,841.65.

Reso. 26-253:
Resolution No. 26-253, accepting work and ordering payment for construction of the "19th Street SW HMA Resurfacing with Milling", was presented.

13. Amendment #2 – IA 122 West-Corridor Improvement Project:

City Engineer:
We recommend the City Council approve Professional Service Agreement Amendment #2 with WHKS & Co. for the IA 122 West – Corridor Improvement Project. Iowa DOT and the City of Mason City continue to work towards long-term improvements to the traffic flow, pavement condition and stormwater drainage infrastructure along IA 122 on the west side of the city. The first phase of this cooperative effort – a proposed roundabout at Taft Ave. – is currently scheduled for construction in 2028. City Council previously approved the Predesign Agreement with Iowa DOT and ratified the professional services contract with WHKS & Co. at the May 19, 2026 City Council Meeting. Right-of-way acquisition services were included in the Predesign Agreement, but it would have been difficult to quantify the value of related professional services until the design process was further along. The predesign is now at the 30% stage, and the project team is ready to recommend commencing right-of-way acquisition services. Consultant services are within budget, and the Capital Improvements Program includes a budget for right-of-way acquisition payments to landowners for the first phase. The current contract is a not-to-exceed design services fee of $1,008,000 including Amendment #1. Amendment #2 for right-of-way acquisition services will increase the contract to a not-to-exceed fee of $1,320,900.00. We respectfully request that the City Council approve the Professional Services Agreement Amendment #2 with WHKS & Co. in the amount of $312,900.00.

Reso. 26-255:
Resolution No. 26-255, approving Amendment No. 2 to the Professional Services Agreement with WHKS & Co. for professional services related to the IA 122 West – Corridor Improvement Project, was presented.

14. Final Pay – 2025-26 Sanitary Sewer Repairs:

Public Works Director:
It is recommended that the City Council accept the project and make final payment to

Bob McKiness Excavating & Grading, Inc. of Mason City, Iowa in the amount of $35,449.36 for the 2025-2026 Sanitary Sewer Repairs project, following the required 30-day waiting period. This project is an ongoing part of work to improve and repair our Sanitary Collection System. Plans and specifications were prepared, and the project was bid with Bob McKiness Excavating & Grading, Inc. of Mason City, Iowa being the low bidder at a cost of $1,217,476.55. The project is now complete, with a final construction cost of $1,181,645.02, approximately $35,832 below the original contract amount. WHKS has reviewed the completed work and recommends that the City accept the project and authorize final payment of $35,449.36 after the required 30-day waiting period. This is a budgeted project. Funding will come from the Collection System Maintenance CIP fund. It is recommended the City Council accept the 2025-2026 Sanitary Sewer Repairs project and authorize final payment to Bob McKiness Excavating & Grading, Inc. of Mason City in the amount of $35,449.36, following the required 30-day waiting period.

Reso. 26-256:

Resolution No. 26-256, accepting work and ordering payment for construction of the "2025-2026 Sanitary Sewer Repairs, was presented.

ADDENDUM:

14A. Order Hearing – East Park Shelter #2 Renovation:

City Administrator:

The recommendation is: that the City Council approve a resolution ordering notice to bidders; setting bid security; ordering a public hearing on plans and specs; establishing estimated cost and form of contract for Shelter #2 in East Park. The City Council has budgeted for the reconstruction of Shelter #2 in East Park following a nearly complete loss due to fire caused by vandals. These costs are covered by the city's insurance, and the shelter will be brought to modern code compliance. This is expected to be more expensive than a simple replacement of burnt/destroyed areas with like materials but will allow for ADA accessibility and wet floodproofing. The estimated cost is $400,000.This capital project is budgeted and will have no impact on the city budget. I respectfully request City Council approval of the resolution.

Reso. 26-257:

Resolution No. 26-257, 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 Shelter #2 Renovation", was presented.

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

Yea: Jaszewski, Hines, Masson, Symonds, Latham, Adans
(Motion was declared carried.)

8. Appoint/Hire Police Officers:

Police Chief:
Approve the hiring of Trinity Miller and Brooke Lechleitner as Police Officers at starting wage of $34.35/hour. These two police officer applicants have met all Civil Service, background investigation, and state of Iowa peace officer hiring criteria. Hiring these applicants will fill two of our current police officer vacancies. Salary and benefits for these positions are controlled by the Teamsters Collective Bargaining Agreement. These positions are included in the annual operations budget for FY 2027. Approve the hiring of Trinity Miller and Brooke Lechleitner as Police Officers at starting wage of $34.35/hour.

It was moved by Adams and seconded by Symonds that the recommendation be approved.

Council Member Adams requested an update with Police Chief McKelvey stating with approval of the recommendation tonight, there would still be two vacancies and one pending retirement.

The Mayor called the question and on roll call, the vote was as follows:

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

12. Award Professional Services Contract – Lead Lines Service Replacement:

City Engineer:
We recommend the City Council consider selecting Short Elliott Hendrickson, Inc. (SEH) for 2027 construction services associated with the city's Lead Services Line Phase 1 project and incorporating the 2027 Street Rehabilitation Program under the same contract. Beyond the details of the city's Capital Improvements Program, the scope of streets to be rehabilitated during the 2027 construction season necessitated further review. For the benefit of scale of economy, it is expected to be most economical to prioritize streets that coincide with the replacement of lead services line (i.e. repair or rebuild streets while they are being excavated for underground utility improvements). To bid the project under one contract with one set of plans, the Engineering Department recommends selecting SEH for engineering design services. Additionally, considering the unusual scale of the 2027 construction program as the city seeks to replace over two-hundred lead service lines as mandated by the U.S. Environmental Protection Agency and supported by the state's SRF program, the Engineering Department will need on-site leadership and support for the day-to-day management of this relatively large construction contract. The proposed cost seems within reason as it includes both design and construction administration services. The Capital Improvements Program includes $1.5 million per year, on average, for the city's street rehabilitation program, which aligns with the preliminary estimate for this project. Consultant services are within budget. Costs funded by the city's Street Rehabilitation Program will be tracked separately from those costs to be assessed to affected homeowners for the Lead Services Line Phase 1 portion of this contract. We respectfully request that the City Council approve the Professional Services Agreement for 2027 Streets and Lead Service Line Replacements project with Short Elliott Hendrickson, Inc. in an amount up to $413,800.00.

It was moved by Adams and seconded by Jaszewski that Resolution No. 26-254, be adopted.

Council Member Adams stated the Council just had a Worksession on this topic and everyone was on the same page and left knowing it needed to be promoted and asked staff to speak to the subject and what was going to happen in Phase 1.

Administrator Burnett stated, "Obviously this is a Federal requirement that has come down to get these lead lines abated. We've talked a little bit about it over the last, I think, two years and it's now getting to the point we're getting it into implementation. It is a nuisance; it is a public health concern so it's good to get these taken care of. Much like many large undertakings like this, it's going to be a many-year project so we'll take it one year at a time, trying to get these all out of our system but, you know, the number is very high that we have to address and so it'll take quite a few phases to get these addressed. As residents get contacted and are told that we're moving into their neighborhood and addressing the services in their area, they'll receive a packet of information that will help them figure out, you know, what they can expect, how that service line is going to be taken care of and then in the end, they will actually need to make decisions and sign an agreement to move forward with that line being addressed and, the one thing I would just stress before I hand it off here is just the resources that we're being able to bring to bear right now with this phase are resources that we will likely never have at our disposal again, so when folks are contacted, I know everyone receives - especially post-election - everyone had way too much mail. I understand that, but please, please, please, please pay attention to the context from the City on this because the reality is, this is to your benefit. The City is partnering with Federal resources to abate these service lines and the reality is if you don't take this opportunity now, there's a chance that you could be paying the full cost yourself and not have any assistance and pay a higher cost because it's not the part of a larger project. So, I would encourage people to ask questions. You know, there's a lot of uncertainty that people have experienced. I know Council Members had a lot of questions about their personal service lines. We've had those conversations coming in ever since the notices went out. It's important that we talk about this and we find ways for people to plan on this and that they better understand how the process moves forward, but we will have just a ton of communication, packets, we'll be even going to the extent of knocking on doors to try and get people that information."

City Engineer Foster stated, "To expand on the details of the program, many homeowners throughout the City received a mailing within the past week or two that went out to about 1900 households throughout the City, and that just means you have a lead line or a galvanized line or the water service serving your property is an unknown type of line. That does not necessarily mean those folks are going to be part of next year's construction project. This next mailing that we're working on that we're planning to send in a couple weeks will go out to about 285 households or property owners, landlords included, and those are the properties that we're going to start with. We are starting in the Northeast part of the City. For those who follow the Council packets online, there's a rough map of the first neighborhood that we're tackling. As the Administrator mentioned, that neighborhood is eligible for a special grant funding which is only available for a limited time. We do have that grant funding for the first three phases of work and that's based on Federal census tracks, which is roughly the middle part of Mason City, not the far eastern part of the City, not the far western part of the City, but there are a number of homes in the middle part of the City that will be eligible for Phase 2 and Phase 3 of the same grant funds. So, watch your mailbox in the next couple of weeks if you live in the northeastern part of the City in particular, and please give the Engineering Department a call with any questions that you have about the program or you're interested in signing up to be a part of the Phase 1 contract, which we hope many property owners will choose to do."

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

Reso. 26-254(ADOPTED):

Resolution No. 26-254, award of contract to Short Elliott Hendrickson, Inc. (SEH) of Mason City, IA for professional services related to the 2027 Street Improvements coinciding with the 2027 Lead Service Line Replacement, was presented.

On roll call, the vote was as follows:

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

PUBLIC HEARING

15. 2026 Peninsula Urban Renewal Area:

Development Services Director:
a) Staff recommends approval of the new Peninsula Urban Renewal Area and the Peninsula Urban Renewal Plan. b) Staff recommends approval of the Ordinance establishing a TIF District for the Peninsula Urban Renewal Area (1st, 2nd, or FINAL). Chapter 403 of the Code of Iowa authorizes cities to establish "urban renewal areas" (URAs) within their boundaries and exercise special powers within these areas. Urban renewal powers allow cities to address blight and deterioration and support economic development, business retention, and job creation. Mason City currently has four Urban Renewal Areas (URAs).

The **Mason City Unified URA** is the largest. Established in 2012, it combined four existing URAs originally created in 2001. It encompasses the city's oldest neighborhoods, development areas on the south and west sides, and land used for flood control on the east side.

The **Southside Gateway URA** was established in 2016 to provide urban renewal incentives for the South Industrial Park. In 2023, the Mason City Unified URA was expanded to include all land within the Southside Gateway URA. Consequently, this area lies within both URAs.

The **Downtown Reinvestment URA** was established in 2015 to capture increases in property values within downtown. In 2019, it was expanded to include commercial areas south of downtown along IA Highway 122.

The **Forest Park URA** is the oldest, originally established in 1993. It remained largely inactive until 2023, when it was expanded to include the Downtown Reinvestment URA, portions of the Mason City Unified URA, and additional areas not previously included in a URA. It covers the city's oldest neighborhoods.

Peninsula URA: *Note: After approval of the resolution setting this public hearing, it was discovered that some of the parcels within the proposed URA were split so that parts of those parcels were in the URA and parts were not. By law, a parcel cannot be partially in and partially out of a URA. The map and legal description have been revised so that this condition does not occur.* The proposed Peninsula Urban Renewal Area lies east of the High Line Trail right-of-way and extends east to the western boundary of East Park, north to the former Cro-

ell Redi-Mix site and the Winnebago River, and south to Willow Creek. The area forms a peninsula between eastward bends in the Winnebago River and Willow Creek. As shown on the attached map, a portion of the Forest Park URA overlaps the proposed Peninsula URA. This overlap benefits the Peninsula area by allowing increases in property valuation within the shared area to contribute to the Forest Park URA's tax increment financing (TIF) revenues. The proposed area is blighted and would benefit from urban renewal incentives and financing tools. Exhibit B of the Peninsula Urban Renewal Plan describes existing conditions as follows: Development within the Peninsula Urban Renewal Area consists of single family homes, duplexes, houses converted to multi-family apartments, warehouse buildings, abandoned grain silos, and small industrial buildings. With few exceptions, housing predates 1960. Most homes are renter occupied. With notable exceptions, most housing needs major repairs and updating. Many lots are unkempt and this area is a locus of nuisance properties and nuisance activities. The west boundary of the URA is a former railroad right-of-way, now converted to rail trail. Properties adjacent to the former railroad were used for small manufacturing or warehousing. There are several former non-residential lots that are now vacant. A group of abandoned grain silos near the rail ROW on both sides of 4th Street NE are in a deteriorated condition. Most non-residential buildings, which are all nonconforming within the current zoning districts, are used for storage. Those not used for storage contain low-scale manufacturing uses or have been converted for social services. These buildings are poorly cared for; all need exterior maintenance. A tax increment financing (TIF) district will be established with boundaries matching those of the Peninsula URA. The district's base valuation will be the total property valuation within the area as of January 1, 2025. As property values increase, the additional property tax revenue, known as the "increment," will be available to fund blight elimination and economic development within the URA. Under the existing TIF framework, incremental property tax revenues otherwise payable to the City, County, and School District are captured for urban renewal purposes. However, property tax reform adopted by the State in the 2025 legislative session removes the school levy from TIF districts created after January 1, 2027. To maximize the benefits available to the Peninsula URA, the URA and TIF district are scheduled for adoption before the end of 2026. The Peninsula Urban Renewal Plan establishes general objectives, projects, and activities. It identifies one specific project: infrastructure improvements to alleviate blight. These improvements may include water, sanitary sewer, and stormwater drainage systems; streets, curbs, and gutters; sidewalks; street lighting; traffic signals; and related infrastructure. The Plan states, "(T)he Infrastructure Project is intended to alleviate existing Blighted Conditions, prevent the spread of blight and promote redevelopment and economic development in the Urban Renewal Area." Staff believes the new URA will provide significant benefits to the neighborhood by supporting the redevelopment of blighted properties, new development that takes advantage of views of the Winnebago River and Willow Creek, housing for a range of populations and income levels, and projects that complement the High Line Trail. Iowa Code requires a public hearing approximately 30 days after the City Council determines that the proposed URA is necessary. The attached resolution sets the public hearing for November 17, 2026. Since this is a new Urban Renewal Area, it must be reviewed by the Planning and Zoning Commission for compatibility with the Comprehensive Plan. The P&Z will consider the plan at its November 10 meeting. Staff will also set a consultation hearing with the County and the School District as required by Iowa Code. Property tax revenue to the City will be based on the URA's January 1, 2025, base valuation, while subsequent increases in property tax revenue will be available for urban renewal purposes. The maximum duration of a URA and its TIF district is 23 years from the date debt is first certified to the County. Although the City will not receive the full benefit of increased property tax revenue during this period, TIF

resources will support significant improvements within the area. When the TIF expires, the entire increased property value will contribute to the property tax base. a) Staff recommends approval of the new Peninsula Urban Renewal Area and the Peninsula Urban Renewal Plan. b) Staff recommends approval of the Ordinance establishing a TIF District for the Peninsula Urban Renewal Area (1st, 2nd, or FINAL).

The Public Hearing was held as per published notice.

The Mayor 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 Symonds that Resolution No. 26-258, be adopted.

The Mayor called the question and the following Resolution was introduced:

Reso. 26-258(ADOPTED):

Resolution No. 26-258, to declare necessity and establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and to approve Urban Renewal Plan and Projects for the 2026 Peninsula Urban Renewal Area, was presented.

On roll call, the vote was as follows:

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

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

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

Ord. (1st Consideration):

An Ordinance providing for the division of taxes levied on taxable property in the 2026 Peninsula Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa, was presented.

On roll call, the vote was as follows:

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

ACTION ITEM

16. Ordinance – Solid Waste Administrative Fees and Charges:

Public Works Director:
Staff recommends approval of an ordinance amending Section 4-2C-2, "Collection by City," to provide that applicable Cart Smart administrative fees and charges shall be set

by resolution of the City Council. (2nd or Final) The proposed amendment adds a new subsection E to Section 4-2C-2, "Collection by City," authorizing the City Council to establish applicable administrative fees and charges for refuse and recycling collection by resolution. These include charges for damaged City-issued carts, recycling violations, and return trips for collection service. The proposed administrative fees presented for Council consideration are a $100 damaged cart fee, a $100 recycling fine, and a $25 return trip charge. The amounts would be established separately by Council resolution and included in the City's Master Schedule of Fees. Adoption of this ordinance alone would not establish those dollar amounts. The text amendment itself has no direct budget impact. Any revenue will depend on fees subsequently adopted by Council resolution and the number of charges assessed. Staff respectfully requests approval of the ordinance amending Section 4-2C-2 to authorize applicable Cart Smart administrative fees and charges to be set by resolution of the City Council (2nd, or Final).

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

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

Ord. (2nd Consideration):

An Ordinance amending the City Code Title 4: Health and Sanitation, Chapter 2: Garbage, Refuse, Recyclables and Yard Waste, Article C: Solid Wastes Section 2: Collection by City to add a new Paragraph E entitled Administrative Fees and Charges, was presented.

On roll call, the vote was as follows:

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

17. Unified Urban Renewal #14:

Development Services Director:

Staff respectfully recommends that the City Council approve the ordinance expanding the Mason City Unified Tax Increment Finance (TIF) District per Amendment 14 to the Mason City Urban Renewal District (2nd or FINAL). The City Council held a public hearing to consider Amendment 14 to the Mason City Urban Renewal Plan on November 3. The Council approved Amendment 14 after closing the public hearing. The Council also approved the ordinance expanding the Tax Increment Finance District on first consideration. ***Amendment #14:*** Amendment 14 adds two areas to the Mason City Unified URA. The Mason City Unified TIF District is expanded to include areas added in Amendment 14. The Southwest Housing Focus Area consists of the land planned for a new apartment building by Legacy at the 19, LLC, located south of 19th Street SW and between the Fairways and South Central Heights neighborhoods. The Briarstone area is that portion of the vacant land east of South Taft Avenue and south of the Briarstone neighborhood. The area adjacent to South Taft Avenue is already in the Mason City Unified URA; the amendment extends the URA to the east to include land proposed to be developed in the new Briarstone 3rd Addition. Adding these areas allows for urban renewal incentives and funding to be used within them. In addition, adding the Southwest Housing Focus Area

will allow the Urban Revitalization Plan to be amended to make the Legacy project (now called "The Tradition") eligible for a 10-year, 100% tax abatement under the Urban Revitalization Program. There is no impact to the operating budget resulting from this ordinance. Tax increment revenues resulting from increased value in the expanded URA can be used for urban renewal purposes as permitted by Iowa Code. Staff respectfully recommends that the City Council approve the ordinance expanding the Mason City Unified Tax Increment Finance (TIF) District per Amendment 14 to the Mason City Urban Renewal District (2nd or FINAL).

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

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

Ord. (2nd Consideration):

An Ordinance providing for the Division of Taxes Levied on Taxable Property in the November, 2026 Addition to the Mason City Unified Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa, was presented.

On roll call, the vote was as follows:

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

18. Ordinance - Through Streets:

City Engineer:

We recommend the City Council consider 1st reading of ordinance revisions to add stop/yield signage along McKinley Ave. and Grover Ave., which is adjacent to Newman Elementary, Childcare & Preschool, and update City Code to align with signage along 43rd Street south. Iowa Code Chapter 321 grants cities the authority to designate through streets with respect to streets and highways under city jurisdiction. Additionally, traffic signage follows Manual of Uniform Traffic Control Devices (MUTCD) standards. Historically, Newman Schools was based in different locations throughout the community before all grades and childcare services were consolidated to the current campus, which lies south of 19th St. SW between Taft Ave. and McKinley Ave. More recently, Newman Elementary modernized procedures for parent dropoff/pick-up this fall. The growth of the school combined with recent traffic pattern changes resulted in a timely reevaluation of traffic signage along the adjacent streets. It has been over ten years since this neighborhood was evaluated under MUTCD standards for the purpose of making signage recommendations. Lastly, a technical correction is proposed to add 43rd St. S. as a through street. The costs of signage and staff time are within the 2026-27 operating budgets. We respectfully request that the City Council consider on 1st reading an ordinance amending Title 9-11-2: Streets Designated of the City Code.

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

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

Ord. (1st Consideration):

An Ordinance amending the City Code by repealing Title 9, Chapter 11: Through Streets, Section 2: Street Designated and adopting a new Section 2 in lieu thereof, was presented.

On roll call, the vote was as follows:

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

19. Text Amendments Title 12, Chapter 4:

Development Services Director:

On August 11, 2026, the Planning and Zoning Commission held a public hearing on proposed amendments to Chapter 4 of the Zoning Ordinance, "Text Amendments and Rezoning." The Commission voted unanimously to recommend approval of the amendments to the City Council. Staff concurs, and requests that the City Council approve the amendments on second consideration (2nd or FINAL). ***Prior Council Action:*** The City Council held a public hearing on the proposed amendments on September 1, 2026. There was discussion as to whether the City could retain the supermajority requirement for rezonings if a valid protest petition is submitted. Staff directed this question to the City Attorney; his response is attached. In short, the Attorney stated that Iowa Code conferred the power to approve a protested rezoning with a supermajority to cities; therefore, by repealing that power, it no longer exists, and cities cannot retain the supermajority process. At the second consideration of the proposed amending ordinance on September 15, 2026, the City Attorney's recommendation was discussed. The Council decided to table the ordinance pending a Council Worksession to discuss the protest petition/supermajority requirement and consider if it should be retained. A Council Worksession was held November 3 to discuss the issues related to the proposed amendments. After discussion, the consensus of the Council was to accept Staff's and the City Attorney's recommendation to repeal the protest petition/supermajority requirement. The amendment as it was approved on first consideration is now resubmitted for second consideration. However, the Council requested Staff to draft a resolution to the Iowa Legislature noting the City's opposition to the repeal. Approval of the resolution is a separate item on the Council's agenda. ***Background:*** In 2025 and 2026, the Iowa Legislature passed new standards regarding public notice requirements and the ability of surrounding property owners to force a supermajority vote of the City Council to approve a rezoning. The 2025 law recognized that the public notice timelines for State-required municipal actions were inconsistent and led to confusion for both municipal staff and the public. For instance, State statute requires notice for a variance request to be published no less than four and no more than 20 days before the hearing, but a rezoning request must be published no less than seven or more than 20 days before the hearing. The Legislature determined that all such actions should have the same notice period and mandated that all notice periods be no less than four and no more than 20 days prior to the hearing. Chapter 12-4, Text Amendments and Rezonings, is proposed to be amended to reflect this change. In 2026, the Legislature repealed a portion of Section 414.5 of Iowa Code that allowed for a "protest petition." This section stated that, if the owners of 20 percent of the land within 200 feet of a property to be rezoned submit a petition against the rezoning, it could only be

approved by a supermajority of the City Council. To reflect this change in Iowa Code, the relevant section of Chapter 12-4 is repealed by this amendment. The other major change to Chapter 12-4 is in response to an attempt earlier this year by a citizen to initiate a text amendment After review, the City Attorney determined that the citizen did not have standing to submit the amendment, as the intent and effect of the amendment did not affect property in which the applicant had an interest or that the applicant owned. The applicant appealed this decision to the Zoning Board of Adjustment, which denied the appeal and upheld the City Attorney's (and Staff's) interpretation. The proposed amendment clarifies that only City Staff (under direction of the City Administrator), members of the Planning and Zoning Commission, or members of the City Council have standing to initiate a text amendment.

Review

The proposed amendments are discussed in the order they appear in Chapter 4. Added language is underlined and deleted language is ~~struck through~~. Minor or self-evident changes are not discussed in detail.

1) Section 12-4-2, Procedure: New Subsection A, Timeline

The unnumbered paragraph under Section 12-4-2 is renumbered to be Subsection A.

2) Section 12-4-2, Procedure: Subsection B, Rezoning

The former subsections A and B are deleted and replaced with a new Subsection B. The text in Section 12-4-2.B.1 clarifies the persons who have standing to initiate a rezoning. The new 12-4-2.B.3 clarifies the requirement that the owner of the property to be rezoned must show proof of ownership and must assent to the rezoning if the applicant is not the owner. The power of the City to rezone property is not affected by this amendment.

3) Section 12-4-2, Procedure: Subsection C, Conditional Rezoning

The changes to this subsection clarify the period during which an applicant may voluntarily propose conditions to a rezoning. Iowa Code requires voluntary conditions to a rezoning to be proposed prior to the closing of the public hearing. The text currently reads that the conditions must be proposed prior to the Planning and Zoning Commission public hearing. Since our rezoning process requires two public hearings, one before the Planning and Zoning Commission and one before the City Council, the ability of the applicant to propose conditions to the rezoning request before closing of all hearings is extended to the City Council's public hearing. This provides the applicant more flexibility to propose new voluntary conditions if deemed necessary.

4) Section 12-4-2, Procedure: New Subsection D, Text Amendments

This new subsection clarifies that only Staff (under the direction of the City Administrator), the Planning and Zoning Commission, or the City Council (both with assistance from Staff) may initiate a text amendment. Similar to all other legislative actions, an individual desiring a change in the City Code should petition their elected representatives to initiate a text amendment. The subsection also allows for legal review of a proposed text amendment and requires the amendment to be presented in the form and outline used by the City Code.

5) Section 12-4-2, Procedure: Renumbered Subsection E, Public Hearing

This subsection changes the period for publishing a legal notice from at least seven days

and no more than 20 days prior to the hearing date to at least four days and no more than 20 days prior to the hearing. This follows the 2025 law passed by the State.

6) Section 12-4-2, Procedure: Existing Subsection G, Adverse Effects
The existing text provides six "factors" to be considered by the Commission and City Council when making a rezoning decision. As presented, these "factors" operate as *de facto* standards that must be met in order to approve a rezoning. Rezoning is a legislative, rather than a judicial, function. A legislative decision is not based on standards but is determined by specific conditions relative to the property in question and the impact the decision has on the city as a whole. The listed factors, if consistently applied, could impede or prevent a beneficial decision. The City Attorney recommends deletion of this subsection. Staff and the Planning and Zoning Commission concur.

7) Section 12-4-2, Procedure: Renumbered Subsection M, Council Decision, Paragraph 2
The repealed language in this paragraph reflects the law passed by the Legislature in 2026. Nearby property owners still have the ability to petition their elected officials regarding a rezoning decision, but the supermajority process is repealed.

8) Section 12-4-3, Initiation of Amendments and Rezoning Requests
This section is repealed, as the same requirements are stated in the sections and subsections above.

There is no impact to the budget resulting from the proposed amendments. Staff requests that the City Council convene a public hearing to consider the amendments. Upon closing the hearing, Staff requests that the City Council approve the amendments on second consideration (2nd or FINAL).

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

Council Member Jaszewski requested a brief overview with Development Services Director Van Steenhuyse providing an outline.

Council Member Jaszewski asked if we were essentially aligning with what the State has mandated with Van Steenhuyse stating in those two areas, yes.

Council Member Adams reminded the public that most of the debate at the Council table had to do with the supermajority requirements being stripped away by State Legislature and asked Administrator Burnett to reiterate the advice staff received from our Attorney on this with Burnett stating, "So this is really one of those where we needed the advice of Counsel to help us walk through this because it's the intersection of the State and the City as a subdivision of the State and so we have Home Rule powers under State Code granted to the City, however, when the State spoke on an issue, they passed some legislation or provided some guidance through Iowa Code, the City has to follow what the State provides. In this case the State did provide the supermajority provision for cities but then repealed it and the Attorney's reading of that was that because they took a proactive stance of repealing the supermajority provision within the Zoning Code that then precluded cities from having that because there was no allowance made by the Iowa Code that said 'you can keep this if you want but we're not going to require it'. Before it

was a straight up requirement that you had to have this Section within the rezoning and so with the City taking action to strip this out what the discussion from Council obviously was, well can we keep it, and the Attorney's guide says 'no, you can't keep it because Home Rule doesn't speak to this issue. The State has spoken on the issue so you open up an avenue for litigation if you try and take powers that the State has not granted you.' And so that's where you see this obviously the Council chose to table this item and then in Worksession as a group we discussed this item and decided to bring it back in its current form but then also add this Resolution, essentially stating the opposition from the Council to the State of the removal of the ability for the Council to preserve that supermajority protection. So, the advice from staff has been to obviously follow Council's direction and not open the City to litigation, however, still communicating that the supermajority provision that was repealed by the State, if you were allowed to do that, then an item would be brought back in front of the Council for consideration to put it back into the Code."

Council Member Adams stated he did not like having to approve this but thought it was less risky to the 27,000 residents of Mason City as a whole than to be an expensive test case in a lawsuit if the City were to keep the Super Majority requirement in the City Code and while he did not like supporting this he was going to vote 'yes' because of the direction provided by the Attorney.

Council Member Masson asked how many Council Members made up a supermajority in Mason City with the response being 5 of 6 Council Members.

Council Member Latham stated "the State didn't do us any favors. They helped the contractors and the developers, but that's the only thing. I mean, this was kind of a safety catch where you could at least go back and say, come back to the board with a better deal, you know, if everybody didn't agree, but I'm going to go ahead and vote 'yes' tonight, too, just for the fact that we really don't have a choice."

Council Member Hines agreed with Council Member Latham's comments, adding he would be voting 'yes' tonight because he did not feel it was necessary for the City to fight this particular fight and not win, but if the City could win, he would want to fight it.

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

Ord. (2nd Consideration):

An Ordinance, amending the City Code by repealing Title 12 "Zoning Regulations" Chapter 4: Text Amendments and Rezoning in its entirety and adopting a new Chapter 4 in lieu thereof was presented.

On roll call, the vote was as follows:

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

20. Objecting to Repeal of Protest Petition/Supermajority Requirement:

Development Services Director:
Staff recommends approval of the resolution to the Iowa Legislature requesting reconsideration of the repeal of the protest petition/supermajority requirement for rezonings in

Section 414.5 of Iowa Code. At the City Council Worksession on November 3, the City Council considered a proposed ordinance that, among other amendments, repeals Section 12-4-2.N.2 of the Zoning Ordinance. This section reads:

Approval of a proposed text amendment or rezoning shall require a majority vote of the City Council. However, in rezoning cases, if the owners of twenty (20) percent or more of the area of the lots included in such proposed rezoning area or the property owners of twenty (20) percent or more of the property that is located within two hundred feet (200') of the exterior boundaries of the property for which the rezoning is proposed, inclusive of public property and right-of-way, object to the rezoning in writing, the rezoning shall not become effective except by the favorable vote of at least three-fourths (3/4) of all the members of the City Council.

Staff proposed this repeal due to legislation approved by the Iowa Legislature in 2026. That bill repealed Section 414.5 of Iowa Code, which authorized this "protest petition/supermajority" requirement. In response, Staff drafted an amendment to Chapter 4 of the Zoning Ordinance, "Text Amendments and Rezoning," to repeal the corresponding text in our Ordinance. This amendment was reviewed by the Planning and Zoning Commission at its October 13 meeting and recommended for approval. The Council approved the proposed amendments on first consideration but expressed concern regarding this repeal. Staff sought the opinion of the City Attorney, who stated that, since the Legislature originally provided the power for the protest petition/supermajority decision, their repeal meant that the power no longer exists. Therefore, the City Attorney concluded that the City could not retain the protest petition/supermajority powers. During discussion at second consideration, the Council decided to table the ordinance to consider options during a Council Worksession. At the November 3 worksession, the consensus of the Council was that, despite a desire to retain the power, the Legislature's action made that moot. Therefore, the amendment will proceed to second and third consideration as originally proposed. However, the Council requested that Staff prepare a resolution to the Legislature expressing the City's desire to retain the protest petition/supermajority power. The attached resolution requests that the Legislature reconsider the repeal of Section 414.5 of Iowa Code, urges them to preserve home rule, and directs the City Clerk to send the resolution to the Governor, our local legislators, Local Government Committee members, and the Iowa League of Cities. Staff recommends that this resolution be sent after January 3, when the newly elected Governor and legislators take office. Committee assignments will also be determined by that date. There is no impact to the budget resulting from this resolution. Staff recommends approval of the resolution to the Iowa Legislature requesting restoration of the protest petition/supermajority requirement for rezonings.

It was moved by Symonds and seconded by Hines that Resolution No. 26-259, be adopted.

Council Member Jaszewski stated over the many years he has been a Council Member it appeared the State was eroding Home Rule a little more each year and this was just one more example of them taking one more Home Rule item away from the City/Council and stressed it was unfortunate, so he was very much in favor of letting the State know the City did not like it.

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

Reso. 26-259(ADOPTED):

Resolution No. 26-259, urging the Iowa General Assembly to revisit the repeal of Iowa Code Section 414.5 and restore local authority and supermajority protections for rezoning protest petitions, was presented.

On roll call, the vote was as follows:

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

ADJOURN

The Mayor adjourned the meeting at 7:28 p.m.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Mason City Public Library, Conference Room A
Mason City, Iowa

November 17, 2026
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 Mason City Room of the Mason City Public Library, Conference Room A at 6:00 P.M., on November 17, 2026. The meeting was called to order by the Mayor and on roll being called, there were present, Mayor Lee in the Chair and the following Council Members: Masson, Hines, Latham, Jaszewski, Symonds, Adams. Absent: None.

1. Lead Line Project Update:

City Engineer:
Following the U.S. Environmental Protection Agency's Lead and Copper Rule revisions, Mason City received State Revolving Fund (SRF) support to partially offset the costs to homeowners to upgrade lead and galvanized service lines, which is the connection between the city's watermain and the homeowner's water meter. Three of the five census districts across the city qualify for the SRF program, and the city has determined to start Phase 1 of this project in the Northeast Mason City as shown on the attached map. Approximately 285 residences will be included in Phase 1. Phases 2 & 3 of this program are expected to follow in 2028 and 2029, respectively. Staff requests time to brief Councilmembers on this project as homeowner notifications are planned to be mailed before Thanksgiving.

Administrator Burnett started the meeting off by stating this was mandated by the Federal Government and Mason City was now at the implementation stage, stressing it was critical that the Council be aware of everything going on and that this Worksession provided one last chance to ask questions.

City Engineer Foster stated there were 3,800 lines or 1,900 households that had lead, galvanized or were an unknown connection. A second set of letters were going out next week and would be project specific and provided an overview of what to expect with construction, adding there were roughly 285 residents who would be included in Phase 1. She also noted staff was incorporating street improvements with the lead lines for efficiency, but property owners would only be assessed for the lead line portion.

Finance Director Bockelmann commented on funding, stating the City was in a good place and reviewed the State Revolving Loan Fund (SRF), emphasizing how important it was that the City was locked in. He stated Phase 1 was estimated at $5,600,000 with $4,100,000 being covered by the SRF funding, adding SRF provided 49% loan forgiveness which would be passed on to the residents.

Masson questioned the qualifications for SRF funding with Bockelmann stating it was based on the income of the census track for a particular area, not an individual household.

Burnett emphasized SRF funding was a limited window and the sooner the City could get out of the gate, the more funding that was available, adding he did not think the State was going to stick to 10 years.

Masson questioned if SRF was low interest with Aaron stating it was zero, free funding.

Foster reviewed the notification requirements with Adams questioning what would happen if the City could not get a signature with Foster stating staff was required to make a good faith effort which was 4 times, 2 different ways and to document the attempts. She also stated Mason City had declared the lines a Nuisance so they could be replaced without homeowners' agreement.

Burnett also mentioned if the homeowner chose to not sign, they would potentially miss out on that opportunity, stressing there was a lot of money being put out there to incentivize and emphasized how important it was that the Council advocated for this.

Adams stated he would hope with rental property staff would be contacting the property owners with Foster concurring, stating they were contacting the owners directly.

6:29 Council Member Hines left Council Chambers.

Discussion followed regarding the number of homes impacted, what part of the line the property owner would be responsible for, how the assessment would work, how important it was to educate the public regarding the funding and availability.

The Mayor adjourned the meeting at 6:38 p.m.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Report Criteria:
Report type: GL detail
Invoice.Payment due date = 11/19/2026

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
ABSOLUTE WASTE REMOVAL							
11/19/2026	110774	TRASH SERVICE	2398758	070.4504.3990	MISCELLANEOUS EXP	146.78	146.78
11/19/2026	110774	RECYCLING OCT 2026	2401002	640.8301.2585	RECYCLING CENTER	12,514.34	12,514.34
Total ABSOLUTE WASTE REMOVAL:							12,661.12
ALL AMERICAN ARENA PRODUCTS							
11/19/2026	110775	ARENA PRODUCTS	7742	670.8923.3035	OTHER SUPPLIES	575.00	575.00
11/19/2026	110775	ARENA PRODUCTS	7840	670.8923.3035	OTHER SUPPLIES	341.99	341.99
Total ALL AMERICAN ARENA PRODUCTS:							916.99
ALLIANT UTILITIES-IPC							
11/19/2026	110776	Fred Hanford Ball Diamond	0007941000	020.4304.2160	GAS & ELECTRICITY	97.35	97.35
11/19/2026	110776	Pebble Creek Dr St Lite	0201941000	110.2301.2180	ELECTRICITY	68.02	68.02
11/19/2026	110776	5th & Monroe - Lift Station	0429580000	610.8125.2620	SUMP PUMP ELECTRI	238.16	238.16
11/19/2026	110776	Parkers Woods	0430521000	020.4304.2160	GAS & ELECTRICITY	54.78	54.78
11/19/2026	110776	99 4th St. N.W. ST LT MTR	1058641000	110.2301.2180	ELECTRICITY	62.17	62.17
11/19/2026	110776	4010 9th Street S.W. Street	1324477774	110.2301.2180	ELECTRICITY	38.40	38.40
11/19/2026	110776	3920 4th St Welcome Sign	1401841000	110.2100.2160	GAS & ELECTRICITY	27.61	27.61
11/19/2026	110776	80 S Monroe Ave Street Lig	1961666416	110.2301.2180	ELECTRICITY	62.81	62.81
11/19/2026	110776	265th St. Welcome Sign	2427731000	110.2100.2160	GAS & ELECTRICITY	25.95	25.95
11/19/2026	110776	1082 15th St SW RR Park	2497721000	020.4304.2160	GAS & ELECTRICITY	89.43	89.43
11/19/2026	110776	Morgan Park Playground	2517441000	020.4304.2160	GAS & ELECTRICITY	18.31	18.31
11/19/2026	110776	23rd St BB	2777790000	020.4304.2160	GAS & ELECTRICITY	436.28	436.28
11/19/2026	110776	Black Pond Monitor	2789201000	600.8001.2160	GAS & ELECTRICITY	25.54	25.54
11/19/2026	110776	N Federal Welcome Sign	3150390000	110.2100.2160	GAS & ELECTRICITY	24.34	24.34
11/19/2026	110776	Eisenhower Tower	4251490000	600.8001.2160	GAS & ELECTRICITY	77.32	77.32
11/19/2026	110776	West Park Monitor	4479941000	600.8001.2160	GAS & ELECTRICITY	25.19	25.19
11/19/2026	110776	490 N Enterprise Aly St lite	4887551000	110.2301.2180	ELECTRICITY	63.71	63.71
11/19/2026	110776	Sewer	5283331000	610.8121.2160	GAS & ELECTRICITY	29,751.04	29,751.04
11/19/2026	110776	221 5TH ST SW BLD B	5322490729	010.1103.2160	GAS & ELECTRICITY	78.42	78.42
11/19/2026	110776	221 5TH ST SW BLD B	5322490729	660.1508.2160	GAS & ELECTRICITY	19.60	19.60
11/19/2026	110776	Pits Lift Station 15th Street	5633890000	610.8123.2630	LIFT STATION ELECTR	953.79	953.79
11/19/2026	110776	Fire 80	5700551000	010.1502.2160	GAS & ELECTRICITY	3,465.35	3,465.35
11/19/2026	110776	Ambulance 20	5700551000	660.1508.2160	GAS & ELECTRICITY	866.34	866.34
11/19/2026	110776	Well 12	6648921000	600.8001.2160	GAS & ELECTRICITY	33.82	33.82
11/19/2026	110776	Shop	7427621000	070.4501.2160	GAS & ELECTRICITY	297.69	297.69
11/19/2026	110776	Traffic Building	7576151000	010.2404.2160	GAS & ELECTRICITY	38.75	38.75
11/19/2026	110776	Traffic Lights-5 8TH ST SW	7912101041	010.2404.2180	ELECTRICITY	66.77	66.77
11/19/2026	110776	West Park Tennis Courts	7985711000	020.4304.2160	GAS & ELECTRICITY	67.84	67.84
11/19/2026	110776	Milligan Park	8083411000	020.4304.2160	GAS & ELECTRICITY	41.12	41.12
11/19/2026	110776	Timber Creek Dr St Lite	8292201000	110.2301.2180	ELECTRICITY	26.74	26.74
11/19/2026	110776	360 5th St SW	8509772075	110.2301.2180	ELECTRICITY	35.06	35.06
11/19/2026	110776	2750 S Birch Drive ACB	8620801000	010.1901.2160	GAS & ELECTRICITY	1,403.54	1,403.54
11/19/2026	110776	221 5th SW Share Building	9046690000	010.1103.2160	GAS & ELECTRICITY	33.53	33.53
11/19/2026	110776	2020 S Federal Booster	9468001000	600.8001.2160	GAS & ELECTRICITY	6,332.73	6,332.73
11/19/2026	110776	Office & lites	9539841000	070.4501.2160	GAS & ELECTRICITY	127.65	127.65
11/19/2026	110776	1150 19th SW Bridge Lites	9564780000	110.2301.2180	ELECTRICITY	262.67	262.67
Total ALLIANT UTILITIES-IPC:							45,337.82

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AMAZON CAPITAL SERVICES							
11/19/2026	110777	LIBRARY TRUST BOOK	11F7-6CKH-	510.4101.4020	BOOKS	9.93	9.93
11/19/2026	110777	LIBRARY TRUST BOOK	11YT-36P9-C	510.4101.4020	BOOKS	11.69	11.69
11/19/2026	110777	REC SUPPLIES	17HR-R3Y3-	020.4408.3035	OTHER SUPPLIES	30.83	30.83
11/19/2026	110777	SB OFFICE SUPPLIES	17HR-R3Y3-	680.7537.3090	BUILDING SUPPLIES	45.55	45.55
11/19/2026	110777	LIBRARY TRUST BOOK	19HJ-1LCC-	510.4101.4020	BOOKS	39.28	39.28
11/19/2026	110777	LIBRARY TRUST BOOK	19RG-9WWR	510.4101.4020	BOOKS	19.25	19.25
11/19/2026	110777	REC OFFICE	1C7C-TYC4-	020.4401.3019	OFFICE SUPPLIES	4.63	4.63
11/19/2026	110777	SB OFFICE	1C7C-TYC4-	680.7537.3090	BUILDING SUPPLIES	24.59	24.59
11/19/2026	110777	WHEELS FOR DOOR PR	1CVH-LXKW	010.1501.2080	EDUCATION AND TRAI	56.99	56.99
11/19/2026	110777	LIBRARY TRUST BOOK	1F4N-KDJ1-J	510.4101.4020	BOOKS	22.53	22.53
11/19/2026	110777	LIBRARY TRUST BOOK	1J9D-NW4Q-	510.4101.4020	BOOKS	16.98	16.98
11/19/2026	110777	COPY PAPER/STRG BINS	1Q4C-43WM	660.1507.3019	OFFICE SUPPLIES	124.67	124.67
11/19/2026	110777	REC OFFICE	1R3M-KYRX-	020.4401.3019	OFFICE SUPPLIES	14.99	14.99
11/19/2026	110777	DEPT BOOKS	1VFN-MXRV-	010.1501.2030	DUES & PUBLICATION	89.69	89.69
11/19/2026	110777	FLOOR MAT	1VFN-MXRV-	010.1502.2150	BUILDING REPAIRS AN	107.30	107.30
11/19/2026	110777	TABLET HOLDER	1WPJ-YNL6-	110.2101.4860	TREES	43.99	43.99
11/19/2026	110777	LIBRARY TRUST GRANT	1WVF-CRM	510.4101.2910	GRANT PAYMENTS	95.84	95.84
Total AMAZON CAPITAL SERVICES:							758.73
ARMOR EQUIPMENT							
11/19/2026	110778	SWEEPER RENTAL	67952-IN	110.2107.2140	M/E REPAIRS	12,500.00	12,500.00
Total ARMOR EQUIPMENT:							12,500.00
ARNOLD MOTOR SUPPLY							
11/19/2026	110779	GRAY PRIMER, GLASS C	05NV184909	600.8042.3590	MATERIAL	110.25	110.25
11/19/2026	110779	HIGHLAND MOTOR SUPP	05NV185228	650.8908.3044	M/E SUPPLIES	37.22	37.22
11/19/2026	110779	TWO CYCLE OIL	05NV185489	600.8042.3590	MATERIAL	128.24	128.24
Total ARNOLD MOTOR SUPPLY:							275.71
AT&T MOBILITY-CC							
11/19/2026	110780	DATA SERVICE FEES	MGT102026	660.1508.2040	PHONE EXPENSE	274.44	274.44
Total AT&T MOBILITY-CC:							274.44
ATLANTIC COCA-COLA BOTTLING CO							
11/19/2026	110781	THEATRE CONCESSION	1000335198	680.8924.3135	CONCESSION SUPPLI	99.40	99.40
11/19/2026	110781	ARENA CONCESSIONS	1000338005	670.8923.3135	CONCESSION SUPPLI	584.33	584.33
11/19/2026	110781	ARENA CONCESSIONS	1000346334	670.8923.3135	CONCESSION SUPPLI	236.48	236.48
Total ATLANTIC COCA-COLA BOTTLING CO:							920.21
BATTERIES PLUS BULBS							
11/19/2026	110782	AMB ME BATTERIES	P96359799	660.1509.3044	M/E SUPPLIES	48.96	48.96
Total BATTERIES PLUS BULBS:							48.96
BAUER BUILT TIRE CENTER							
11/19/2026	110783	TIRES	820096610	110.2107.2140	M/E REPAIRS	3,435.90	3,435.90
Total BAUER BUILT TIRE CENTER:							3,435.90
BFIRST INDUSTRIAL							
11/19/2026	110784	RAIN JACKETS	31065204-01	600.8042.3590	MATERIAL	61.38	61.38

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11/19/2026	110784	RAIN JACKETS	31065204-02	600.8042.3590	MATERIAL	92.08	92.08
11/19/2026	110784	1 1/4" COUPLINGS	31065577-01	600.8042.3590	MATERIAL	85.30	85.30
11/19/2026	110784	SAFETY VESTS, CUT OF	31065866-01	600.8042.3590	MATERIAL	169.28	169.28
Total BFIRST INDUSTRIAL:							408.04
BLAZEK ELECTRIC							
11/19/2026	110785	ARENA ELETRONICS	7712	670.8921.2740	PROFESSIONAL SERV	100.00	100.00
11/19/2026	110785	CAPITAL EXPENSE	7715	030.4101.4010	CAPITAL OUTLAY	1,790.65	1,790.65
Total BLAZEK ELECTRIC:							1,890.65
BOUND TREE MEDICAL LLC							
11/19/2026	110786	EMS SUPPLIES	600012205	660.1509.3070	MEDICAL SUPPLIES	155.59	155.59
11/19/2026	110786	EMS SUPPLIES	600020963	660.1509.3070	MEDICAL SUPPLIES	411.37	411.37
Total BOUND TREE MEDICAL LLC:							566.96
BOWEN, KATRINA							
11/19/2026	110787	PHONE EXPENSE	DECEMBER	030.4101.2040	PHONE EXPENSE	30.00	30.00
Total BOWEN, KATRINA:							30.00
BRADS AUTO REPAIR							
11/19/2026	110788	FLAT TIRE REPAIR	I024031	010.1102.2140	M/E REPAIRS	36.39	36.39
11/19/2026	110788	TIRES	I024067	010.1102.2140	M/E REPAIRS	137.39	137.39
11/19/2026	110788	TIRE REPAIR	I024072	010.1102.2140	M/E REPAIRS	679.06	679.06
11/19/2026	110788	TIRE REPAIR	I024090	010.1102.2140	M/E REPAIRS	41.39	41.39
Total BRADS AUTO REPAIR:							894.23
BROOKVIEW ANIMAL HEALTH CENTER							
11/19/2026	110789	EUTHANASIA	381878	010.1901.2672	VETERINARIAN FEES	300.00	300.00
Total BROOKVIEW ANIMAL HEALTH CENTER:							300.00
BROTHERS MARKET INC							
11/19/2026	110790	BATTERIES	129365	610.8121.3070	LABORATORY SUPPLI	18.99	18.99
11/19/2026	110790	LEAF BAGS	129380	010.6105.3120	VOLUNTEER COORDI	32.90	32.90
11/19/2026	110790	NOZZEL	129381	010.1103.2150	BUILDING REPAIRS AN	16.99	16.99
11/19/2026	110790	NOZZLE	129382	010.1103.2150	BUILDING REPAIRS AN	14.99	14.99
11/19/2026	110790	NOZZLE	I70606	010.1103.2150	BUILDING REPAIRS AN	16.99-	16.99-
Total BROTHERS MARKET INC:							66.88
BRYANT TREE SERVICE							
11/19/2026	110791	NUISANCE ABATEMENT	2690	010.1911.2551	NUISANCE ABATEMEN	650.00	650.00
Total BRYANT TREE SERVICE:							650.00
CEMSTONE CONCRETE MATERIALS LLC							
11/19/2026	110792	STORM SEWER CONCRE	8296792	620.8125.4610	STORM SEWERS	2,418.50	2,418.50
11/19/2026	110792	STORM SEWER CONCRE	8297648	620.8125.4610	STORM SEWERS	1,622.40	1,622.40
11/19/2026	110792	MEADOWBROOK	8299846	110.2101.4577	CITY SIDEWALKS	513.00	513.00
Total CEMSTONE CONCRETE MATERIALS LLC:							4,553.90

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CENGAGE LEARNING INC							
11/19/2026	110793	DIGITAL INFORMATION	99910374811	030.4101.3058	DIGITAL INFORMATION	3,130.07	3,130.07
Total CENGAGE LEARNING INC:							3,130.07
CENTRAL IOWA DISTRIBUTORS							
11/19/2026	110794	GLASS CLEANER, DEGR	318241	600.8042.3590	MATERIAL	287.00	287.00
Total CENTRAL IOWA DISTRIBUTORS:							287.00
CENTRAL LOCK & KEY							
11/19/2026	110795	BUILDING REPAIRS AND	E12186	030.4101.2190	REPAIRS AND MAINTE	95.00	95.00
Total CENTRAL LOCK & KEY:							95.00
CERRO GORDO ABSTRACT COMPANY							
11/19/2026	110796	TITLE INQUIRY	17174	070.4504.3990	MISCELLANEOUS EXP	150.00	150.00
Total CERRO GORDO ABSTRACT COMPANY:							150.00
CERRO GORDO COUNTY RECORDER							
11/19/2026	110797	CG COUNTRY RECORDI	2026-6000 2	010.5401.2800	RECORDING FEES	34.00	34.00
Total CERRO GORDO COUNTY RECORDER:							34.00
CHAMBER OF COMMERCE							
11/19/2026	110798	CHAMBER MEMBERSHIP	234152	040.4202.2030	DUES & PUBLICATION	200.00	200.00
Total CHAMBER OF COMMERCE:							200.00
COLUMN SOFTWARE PBC							
11/19/2026	110799	GLOBE GAZETTE NOTIC	1ACBCB4B-	010.6900.2790	LEGAL PUBLICATIONS	178.66	178.66
11/19/2026	110799	GLOBE GAZETTE NOTIC	1ACBCB4B-	010.6900.2790	LEGAL PUBLICATIONS	377.37	377.37
11/19/2026	110799	GLOBE GAZETTE NOTIC	1ACBCB4B-	010.6900.2790	LEGAL PUBLICATIONS	308.07	308.07
11/19/2026	110799	AD FOR EVIDENCE	36AD013C-0	010.1101.2100	INVESTIGATION FUND	42.58	42.58
Total COLUMN SOFTWARE PBC:							906.68
COLWELL MOTORS							
11/19/2026	110800	FLOOR MATS	5041775 1 G	010.1102.2140	M/E REPAIRS	424.50	424.50
Total COLWELL MOTORS:							424.50
CONSOLIDATED ELECTRICAL DIST							
11/19/2026	110801	PLAZA PILLAR LIGHTS	1253082	110.2101.4670	STREET LIGHTING	102.82	102.82
11/19/2026	110801	STREET LIGHT REPAIR	1253429	110.2101.4670	STREET LIGHTING	42.62	42.62
11/19/2026	110801	ELECTRICAL SUPPLIES	1255099	610.8121.2190	REPAIRS AND MAINTE	284.81	284.81
Total CONSOLIDATED ELECTRICAL DIST:							430.25
CONSOLIDATED ENERGY COMPANY							
11/19/2026	110802	ARENA ZAMBONI PROPA	4320922	670.8923.3035	OTHER SUPPLIES	105.60	105.60
11/19/2026	110802	STREET 507.9 @ $5.25	4344110	110.2107.3750	FUEL	2,666.48	2,666.48
11/19/2026	110802	DISCOUNT	4344110	110.2107.3750	FUEL	25.40-	25.40-
11/19/2026	110802	WASTE WATER PROPAN	4345464	610.8121.2160	GAS & ELECTRICITY	1,088.00	1,088.00
11/19/2026	110802	ARENA ZAMBONI PROPA	4347482	670.8923.3035	OTHER SUPPLIES	52.80	52.80
11/19/2026	110802	WASTE WATER 1000 @ $	4360092	610.8121.3160	FUEL	5,030.00	5,030.00

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
11/19/2026	110802	DISCOUNT	4360092	610.8121.3160	FUEL	50.00-	50.00-
Total CONSOLIDATED ENERGY COMPANY:							8,867.48
CONTROL PRINT							
11/19/2026	110803	TRUCK STICKERS	24770	110.2115.3990	MISCELLANEOUS EXP	80.00	80.00
Total CONTROL PRINT:							80.00
CUTTING EDGE TREE SERVICE							
11/19/2026	110804	NUISANCE ABATEMENT	26-474	010.1911.2551	NUISANCE ABATEMEN	1,050.00	1,050.00
11/19/2026	110804	TREE REMOVAL - 683 1S	26-492	015.5401.4010	CAPITAL OUTLAY	2,200.00	2,200.00
11/19/2026	110804	TREE REMOVAL- 510 5TH	26-502	015.5401.4010	CAPITAL OUTLAY	3,050.00	3,050.00
11/19/2026	110804	NUISANCE ABATEMENT	26-514	010.1911.2551	NUISANCE ABATEMEN	2,200.00	2,200.00
Total CUTTING EDGE TREE SERVICE:							8,500.00
D & D SALES							
11/19/2026	110805	GREEN FLAGS	260946	600.8042.3590	MATERIAL	413.60	413.60
11/19/2026	110805	REBRANDING-DEV SERV	261029	015.6900.2742	REBRANDING STUDY	828.62	828.62
11/19/2026	110805	REBRANDING- WATER S	261030	015.6900.2742	REBRANDING STUDY	1,478.20	1,478.20
11/19/2026	110805	REBRANDING-FINANCE	261031	015.6900.2742	REBRANDING STUDY	1,270.26	1,270.26
11/19/2026	110805	REBRANDING-HUMAN R	261032	015.6900.2742	REBRANDING STUDY	410.64	410.64
11/19/2026	110805	REBRANDING-BLDG INS	261033	015.6900.2742	REBRANDING STUDY	360.94	360.94
11/19/2026	110805	REBRANDING-CODE ENF	261034	015.6900.2742	REBRANDING STUDY	354.69	354.69
11/19/2026	110805	REBRANDING-TRANSIT	261035	015.6900.2742	REBRANDING STUDY	125.42	125.42
11/19/2026	110805	REBRANDING-PARK & R	261036	015.6900.2742	REBRANDING STUDY	1,413.83	1,413.83
11/19/2026	110805	REBRANDING-ENGINEE	261037	015.6900.2742	REBRANDING STUDY	947.02	947.02
11/19/2026	110805	REBRANDING-WATER RE	261038	015.6900.2742	REBRANDING STUDY	1,995.05	1,995.05
Total D & D SALES:							9,598.27
D.I.A.L / ELEVATOR SAFETY BUREAU							
11/19/2026	110806	ELEVATOR INSPECTION	384442	610.8121.3770	SAFETY EXPENSE	225.00	225.00
Total D.I.A.L / ELEVATOR SAFETY BUREAU:							225.00
DAKOTA SUPPLY GROUP							
11/19/2026	110807	STROBE LIGHTS	S106005750.	600.8042.3590	MATERIAL	138.38	138.38
Total DAKOTA SUPPLY GROUP:							138.38
DECKER SPORTING GOODS							
11/19/2026	110808	REC FIRST AID SUPPLIE	AAF010619-	020.4408.3035	OTHER SUPPLIES	328.40	328.40
11/19/2026	110808	REC ADULT PICKLEBALL	AAG013291-	020.4408.3035	OTHER SUPPLIES	36.00	36.00
11/19/2026	110808	REC. STAFF SHIRTS	AAN038764-	020.4408.3035	OTHER SUPPLIES	1,235.00	1,235.00
11/19/2026	110808	REC. YOUTH SHIRT - FB	AAN039083-	020.4408.3035	OTHER SUPPLIES	5.00	5.00
Total DECKER SPORTING GOODS:							1,604.40
DELAWARE LLC, THE							
11/19/2026	110809	LEASE PMT 110 N DELA	2026 12	630.8202.2312	PARKING LEASE	14,250.00	14,250.00
Total DELAWARE LLC, THE:							14,250.00
DEMCO INC							
11/19/2026	110810	LIBRARY TRUST MISCEL	7874017	510.4101.3990	MISCELLANEOUS EXP	2,660.74	2,660.74

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11/19/2026	110810	LIBRARY TRUST MISCEL	7875681	510.4101.3990	MISCELLANEOUS EXP	3,515.07	3,515.07
Total DEMCO INC:							6,175.81
DES MOINES REGISTER, THE							
11/19/2026	110811	PERIODICALS/SUBSCRIP	DM1302377	030.4101.2260	PERIODICALS AND SU	93.91	93.91
Total DES MOINES REGISTER, THE:							93.91
DIGITECH COMPUTER LLC							
11/19/2026	110812	AMB BILLING - OCT 2026	618004956	660.1507.2740	PROFESSIONAL SERV	6,470.93	6,470.93
Total DIGITECH COMPUTER LLC:							6,470.93
DINGES FIRE COMPANY							
11/19/2026	110813	CIP-PPE RPLMNT-GLOVE	94653	015.1502.4010	CAPITAL OUTLAY	3,617.54	3,617.54
Total DINGES FIRE COMPANY:							3,617.54
DORSEY & WHITNEY LLP							
11/19/2026	110814	URBAN REVIT	4189280	154.7518.2743	TIF REIMBURSABLE E	9,417.00	9,417.00
11/19/2026	110814	URA AMENDMENTS	4189288	147.5917.2743	TIF REIMBURSABLE E	9,564.00	9,564.00
11/19/2026	110814	ASSESSMENT AGREEME	4189318	320.2101.4585	RPA FUNDED PROJEC	4,500.00	4,500.00
11/19/2026	110814	FOREST PARK AMENDM	4189322	147.5917.2743	TIF REIMBURSABLE E	6,406.00	6,406.00
11/19/2026	110814	SRF P&D LOAN LEGAL F	4189323	603.8061.4510	BUILDING & PLANT IM	6,000.00	6,000.00
11/19/2026	110814	URBAN REVIT	4189324	147.5917.2740	PROFESSIONAL SERV	4,302.00	4,302.00
11/19/2026	110814	URBAN REVIT	4189339	147.5917.2740	PROFESSIONAL SERV	10,000.00	10,000.00
11/19/2026	110814	HORIZON REAL ESTATE	4189340	147.5917.2740	PROFESSIONAL SERV	7,131.15	7,131.15
11/19/2026	110814	URA AMEND & HOTEL DA	4189342	310.7539.2740	PROFESSIONAL SERV	8,766.00	8,766.00
11/19/2026	110814	URA AMEND & HOTEL DA	4189342	010.6101.2660	LEGAL EXPENSE	8,766.00	8,766.00
Total DORSEY & WHITNEY LLP:							74,852.15
ECHO ELECTRIC							
11/19/2026	110815	HOLE SAW BLADES	S012503728.	110.2103.2360	TRAFFIC SIGNAL REP	23.94	23.94
11/19/2026	110815	HOLE SAWS	S012503728.	110.2103.2360	TRAFFIC SIGNAL REP	23.08	23.08
11/19/2026	110815	HOLE SAW	S012503728.	110.2103.2360	TRAFFIC SIGNAL REP	7.62	7.62
11/19/2026	110815	CREDIT FOR HOLE SAW	S012503728.	110.2103.2360	TRAFFIC SIGNAL REP	22.62-	22.62-
Total ECHO ELECTRIC:							32.02
ELECTRICIANS, THE							
11/19/2026	110816	FIRE ALAM TESTING - CI	21647	010.6501.2190	REPAIRS AND MAINTE	480.00	480.00
Total ELECTRICIANS, THE:							480.00
ELECTRONIC ENGINEERING CO							
11/19/2026	110817	RADIO BATTERIES	444008609	010.1503.2130	RADIO MAINTENANCE	1,000.00	1,000.00
11/19/2026	110817	RADIO BATTERIES	444008609	660.1509.2130	RADIO MAINTENANCE	650.00	650.00
11/19/2026	110817	GPS ANTENNAS	450000345	600.8001.2190	REPAIRS AND MAINTE	63.87	63.87
11/19/2026	110817	RADIO BATTERY REPLA	450000411-1	080.5802.2130	RADIO MAINTENANCE	110.00	110.00
11/19/2026	110817	RADIO TOWER FEE	80085123	080.5802.2130	RADIO MAINTENANCE	3,900.00	3,900.00
Total ELECTRONIC ENGINEERING CO:							5,723.87
EMSLRC							
11/19/2026	110818	PALS & ACLS CARDS	58187	660.1507.2080	EDUCATION AND TRAI	75.00	75.00

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total EMSLRC:							75.00
ENTERPRISE FM TRUST							
11/19/2026	110819	LEASED VEHCILES	fbn5790354	015.6900.3990	MISCELLANEOUS EXP	15,629.40	15,629.40
Total ENTERPRISE FM TRUST:							15,629.40
ENVIRONMENTAL EXPRESS INC							
11/19/2026	110820	LAB SUPPLIES	1000893564	610.8121.3070	LABORATORY SUPPLI	2,512.50	2,512.50
Total ENVIRONMENTAL EXPRESS INC:							2,512.50
EOCENE ENVIRONMENTAL GROUP INC							
11/19/2026	110821	BROWNFIELD ASSESSM	11261101923	142.5910.2740	PROFESSIONAL SERV	371.00	371.00
Total EOCENE ENVIRONMENTAL GROUP INC:							371.00
FAREWAY STORE							
11/19/2026	110822	SALT FORUM	161217	010.6105.3120	VOLUNTEER COORDI	39.97	39.97
Total FAREWAY STORE:							39.97
FAST LANE AUTO CARE							
11/19/2026	110823	CAR WASH SUPPLIES	35363	010.1102.2140	M/E REPAIRS	328.92	328.92
11/19/2026	110823	CAR WASH SUPPLIES	S35363	010.1102.2140	M/E REPAIRS	328.92	328.92
Total FAST LANE AUTO CARE:							657.84
FEDERAL FIRE EQUIPMENT COMPANY							
11/19/2026	110824	MOISTURE DECTOR INS	4569760	680.7537.2740	PROFESSIONAL SERV	524.00	524.00
Total FEDERAL FIRE EQUIPMENT COMPANY:							524.00
FERGUSON WATERWORKS 2516							
11/19/2026	110825	NEPTUNE 360	0568235	600.8011.3199	WATER METERS	14,861.25	14,861.25
Total FERGUSON WATERWORKS 2516:							14,861.25
GALLS							
11/19/2026	110826	SOG	036890545	542.1111.4090	POLICE EQUIPMENT	136.08	136.08
11/19/2026	110826	SOG	036929247	542.1111.4090	POLICE EQUIPMENT	46.62	46.62
Total GALLS:							182.70
GFC LEASING - WI							
11/19/2026	110827	COPIER LEASE	I623099	010.1701.2720	OFFICE EQUIPMENT M	300.00	300.00
11/19/2026	110827	COPIER LEASE	I623099	010.1911.2720	OFFICE EQUIPMENT M	59.32	59.32
11/19/2026	110827	COPIER LEASE	I625727	010.1101.2090	EQUIPMENT MAINTEN	576.89	576.89
11/19/2026	110827	LIBRARY TRUST PHOTO	I625728	510.4101.3019	OFFICE SUPPLIES	328.35	328.35
Total GFC LEASING - WI:							1,264.56
GLOBE GAZETTE/NORTH IOWA MEDIA GROUP							
11/19/2026	110828	GLOBE -NORTH IA MEDIA	122-6000016	010.6401.2022	ADVERTISING - CIVIL	1,050.00	1,050.00

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Total GLOBE GAZETTE/NORTH IOWA MEDIA GROUP:							1,050.00
GORDON FLESCH COMPANY INC							
11/19/2026	110829	COPY CHARGE	IN15824419	070.4501.2722	COPY CHARGE	304.06	304.06
11/19/2026	110829	LEXMARK COPIER BASE	IN15845430	010.1501.3019	OFFICE SUPPLIES	6.66	6.66
Total GORDON FLESCH COMPANY INC:							310.72
GRAINGER							
11/19/2026	110830	CAULK GUNS	9147481056	600.8042.3590	MATERIAL	96.14	96.14
Total GRAINGER:							96.14
HEARTLAND ASPHALT							
11/19/2026	110831	PENNSYLVANIA AVE. STR	PAY 4 11092	320.2101.4585	RPA FUNDED PROJEC	107,688.16	107,688.16
Total HEARTLAND ASPHALT:							107,688.16
HEARTLAND TIRE							
11/19/2026	110832	TIRE REPAIR-ETHANS TR	270038096	010.2601.2140	M/E REPAIRS	597.82	597.82
Total HEARTLAND TIRE:							597.82
HEWETT WHOLESALE INC							
11/19/2026	110833	THEATRE CONCESSION	258495	680.8924.3135	CONCESSION SUPPLI	104.22	104.22
11/19/2026	110833	ARENA CONCESSIONS	258596	670.8923.3135	CONCESSION SUPPLI	1,195.87	1,195.87
Total HEWETT WHOLESALE INC:							1,300.09
HIWAY TRUCK & EQUIPMENT							
11/19/2026	110834	NEW BOX 50	H30733	110.2107.2140	M/E REPAIRS	31,784.77	31,784.77
Total HIWAY TRUCK & EQUIPMENT:							31,784.77
HOME LUMBER & BUILDERS							
11/19/2026	110835	CONCRETE PRE MIX	491657	070.4504.3390	FOUNDATION MATERI	15.98	15.98
Total HOME LUMBER & BUILDERS:							15.98
HUBER SUPPLY COMPANY							
11/19/2026	110836	HIGHLAND AG25	3269536	650.8908.3044	M/E SUPPLIES	19.50	19.50
11/19/2026	110836	TANK LEASE	3273173	600.8001.3035	OTHER SUPPLIES	40.30	40.30
11/19/2026	110836	MEDICAL OXYGEN DELIV	3274689	660.1509.3070	MEDICAL SUPPLIES	191.30	191.30
Total HUBER SUPPLY COMPANY:							251.10
HY VEE PHARMACY 1410							
11/19/2026	110837	PROF SRVC	5802819027	660.1507.2010	MEDICAL SERVICE	197.97	197.97
Total HY VEE PHARMACY 1410:							197.97
HY-VEE DRUGSTORE 7056							
11/19/2026	110838	DISTILLED WATER	5802764082	610.8121.3070	LABORATORY SUPPLI	74.44	74.44
11/19/2026	110838	DRY CLEAN BLANKETS	5802797700	010.1101.3990	MISCELLANEOUS EXP	126.58	126.58
11/19/2026	110838	DISTILLED WATER	58028112117	610.8121.3070	LABORATORY SUPPLI	74.44	74.44

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Total HY-VEE DRUGSTORE 7056:							275.46
INTERSTATE ALL BATTERY CENTER							
11/19/2026	110839	BATTERIES	1926001016	600.8042.3590	MATERIAL	320.43	320.43
Total INTERSTATE ALL BATTERY CENTER:							320.43
IOWA ENGINEERING SOCIETY							
11/19/2026	110840	ANNUAL MEMBERSHIP D	3438	010.2601.2030	DUES & PUBLICATION	220.00	220.00
Total IOWA ENGINEERING SOCIETY:							220.00
IOWA MUSEUM ASSOCIATION							
11/19/2026	110841	IOWA MUSEUM ASSOCIA	6508	040.4202.2030	DUES & PUBLICATION	205.00	205.00
Total IOWA MUSEUM ASSOCIATION:							205.00
IOWA ONE CALL							
11/19/2026	110842	UTILITY LOCATES-WATE	285896	600.8001.3990	MISCELLANEOUS EXP	536.80	536.80
11/19/2026	110842	UTILITY LOCATES-SEWE	286577	610.8123.3990	MISCELLANEOUS EXP	532.80	532.80
Total IOWA ONE CALL:							1,069.60
J & J MACHINING WELDING							
11/19/2026	110843	STEEL	92264	610.8121.2190	REPAIRS AND MAINTE	30.18	30.18
Total J & J MACHINING WELDING:							30.18
JACOBSON,RANDY							
11/19/2026	110844	REPLACEMENT SERVICE	361752	600.8042.3590	MATERIAL	525.00	525.00
Total JACOBSON,RANDY:							525.00
JENSEN,KELLIE							
11/19/2026	110845	PHONE EXPENSE	DECEMBER	030.4101.2040	PHONE EXPENSE	30.00	30.00
Total JENSEN,KELLIE:							30.00
JOHNSON SIGN SERVICE							
11/19/2026	110846	OFFICE SUPPLIES	106767	030.4101.3019	OFFICE SUPPLIES	15.00	15.00
Total JOHNSON SIGN SERVICE:							15.00
KD ANALYTICAL CONSULTING LLC							
11/19/2026	110847	TRNG FOR IA HZMT TAS	VKD001878	010.1501.2080	EDUCATION AND TRAI	5,000.00	5,000.00
Total KD ANALYTICAL CONSULTING LLC:							5,000.00
KW ELECTRIC INC							
11/19/2026	110848	CHANGE STREET LIGHT	7768	110.2101.4670	STREET LIGHTING	14,000.00	14,000.00
11/19/2026	110848	PUT BACK UP LIGHT POL	7821	010.2404.2140	M/E REPAIRS	920.00	920.00
Total KW ELECTRIC INC:							14,920.00
LANDFILL OF NORTH IOWA							
11/19/2026	110849	LANDFILL CHARGES	39856	610.8121.3110	MAINTENANCE MATER	407.74	407.74

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Total LANDFILL OF NORTH IOWA:							407.74
LEDOUX SIGNS							
11/19/2026	110850	TRUCK NUMBERS	20260868	110.2115.3990	MISCELLANEOUS EXP	20.00	20.00
11/19/2026	110850	DECAL	20260898	110.2109.2190	REPAIRS AND MAINTE	20.00	20.00
Total LEDOUX SIGNS:							40.00
LIFE-ASSIST INC							
11/19/2026	110851	REPLACEMENT BP CUFF	2241188	660.1509.3044	M/E SUPPLIES	29.05	29.05
11/19/2026	110851	EMS SUPPLIES	2241958	660.1509.3070	MEDICAL SUPPLIES	1,056.32	1,056.32
11/19/2026	110851	EMS SUPPLIES	2244177	660.1509.3070	MEDICAL SUPPLIES	3.42	3.42
11/19/2026	110851	EMS SUPPLIES	2246668	660.1509.3070	MEDICAL SUPPLIES	716.73	716.73
Total LIFE-ASSIST INC:							1,805.52
LOCALITY MEDIA LLC							
11/19/2026	110852	FIRST DUE EVALUATION	12159	660.1507.2730	TECHNOLOGY EXPEN	1,137.50	1,137.50
Total LOCALITY MEDIA LLC:							1,137.50
LOGAN CONTRACTORS SUPPLY INC							
11/19/2026	110853	PLYWOOD, EXPANSION J	H60569	600.8042.3590	MATERIAL	3,068.75	3,068.75
Total LOGAN CONTRACTORS SUPPLY INC:							3,068.75
MARCO TECHNOLOGIES 131411							
11/19/2026	110854	COPY CHARGE	INV1592530	600.8001.3019	OFFICE SUPPLIES	138.29	138.29
11/19/2026	110854	COPIER	INV1596682	010.2601.2722	COPY CHARGE	139.86	139.86
Total MARCO TECHNOLOGIES 131411:							278.15
MARKWALTER,MARY							
11/19/2026	110855	PHONE EXPENSE	DECEMBER	030.4101.2040	PHONE EXPENSE	30.00	30.00
Total MARKWALTER,MARY:							30.00
MASON CITY PUBLIC UTILITIES							
11/19/2026	110856	WATER	276-2160-01	030.4101.2162	WATER/SEWER UTILIT	247.47	247.47
11/19/2026	110856	SB MALL UTILITIES	280-0490-03	680.7537.2162	WATER/SEWER UTILIT	303.98	303.98
11/19/2026	110856	SB MALL UTILITIES	280-0550-03	680.7537.2162	WATER/SEWER UTILIT	602.24	602.24
11/19/2026	110856	SB MALL UTILITIES	280-0600-03	680.7537.2162	WATER/SEWER UTILIT	303.98	303.98
11/19/2026	110856	SB MALL UTILITIES	280-0650-03	680.7537.2162	WATER/SEWER UTILIT	426.45	426.45
11/19/2026	110856	ARENA UTILITIES	280-0660-01	670.8923.2160	GAS & ELECTRICITY	1,640.65	1,640.65
Total MASON CITY PUBLIC UTILITIES:							3,524.77
MASON CITY YOUTH BASEBALL ASC							
11/19/2026	110857	FY 2027 ALLOCATION	20266	120.6900.2910	GRANT	10,000.00	10,000.00
Total MASON CITY YOUTH BASEBALL ASC:							10,000.00
MCCOLLOUGH,CALISTA							
11/19/2026	110858	PHONE EXPENSE	DECEMBER	030.4101.2040	PHONE EXPENSE	30.00	30.00

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Total MCCOLLOUGH,CALISTA:							30.00
MCKINESS EXCAVATING							
11/19/2026	110859	SANITARY SEWER REPAI	FINAL PAY 1	613.8125.4530	COLLECTION SYSTEM	35,449.36	35,449.36
11/19/2026	110860	SANITARY SEWER REPAI	PAY 1 11182	613.8125.4530	COLLECTION SYSTEM	628,064.40	628,064.40
11/19/2026	110860	SANITARY SEWER REPAI	PAY 5 11032	613.8125.4530	COLLECTION SYSTEM	107,119.38	107,119.38
Total MCKINESS EXCAVATING:							770,633.14
MCMASTER-CARR SUPPLY							
11/19/2026	110861	VALVE	74937991	610.8121.3110	MAINTENANCE MATER	140.70	140.70
Total MCMASTER-CARR SUPPLY:							140.70
MELENEY, KORY							
11/19/2026	110862	PHONE EXPENSE	DECEMBER	030.4101.2040	PHONE EXPENSE	30.00	30.00
Total MELENEY, KORY:							30.00
MENARDS							
11/19/2026	110863	BRINKSWR, DISCUS, MO	63862	070.4504.3310	TOOLS AND SUPPLIES	51.14	51.14
11/19/2026	110863	RETRACT, KLEEN SWEEP	65463	070.4504.3310	TOOLS AND SUPPLIES	49.97	49.97
11/19/2026	110863	NITRILE	65774	070.4504.3310	TOOLS AND SUPPLIES	7.99	7.99
11/19/2026	110863	SB MALL ELECTRICAL	65837	680.7537.2150	BUILDING REPAIRS AN	77.97	77.97
11/19/2026	110863	FLASH LIGHTS, TIEDOW	66646	600.8042.3590	MATERIAL	223.49	223.49
11/19/2026	110863	ARENA AIR MOVER	67147	670.8923.3035	OTHER SUPPLIES	114.99	114.99
Total MENARDS:							525.55
MICROBAC LABORATORIES INC							
11/19/2026	110864	LAB TESTING	NT2608823	610.8121.3070	LABORATORY SUPPLI	1,713.85	1,713.85
Total MICROBAC LABORATORIES INC:							1,713.85
MIDWEST LABORATORIES INC							
11/19/2026	110865	BIOSOLIDS TESTING	1310393	610.8121.3070	LABORATORY SUPPLI	312.00	312.00
Total MIDWEST LABORATORIES INC:							312.00
MIDWEST NORTH IOWA JANITORIAL							
11/19/2026	110866	RECREATION JANITORIA	5060	020.4401.2740	PROFESSIONAL SERV	975.00	975.00
11/19/2026	110866	TRANSIT STATION CLEA	5062	080.5802.2740	PROFESSIONAL SERV	936.51	936.51
11/19/2026	110866	CITY HALL JANITORIAL	5064	010.6501.2470	CUSTODIAN EXPENSE	5,833.33	5,833.33
Total MIDWEST NORTH IOWA JANITORIAL:							7,744.84
MIDWEST PANO LLC							
11/19/2026	110867	DIGITAL INFO.	10884153	030.4101.3058	DIGITAL INFORMATION	189.00	189.00
Total MIDWEST PANO LLC:							189.00
MIDWEST TAPE							
11/19/2026	110868	A/V	509501074	030.4101.4021	AUDIO/VISUAL	53.98	53.98
11/19/2026	110868	A/V	509595350	030.4101.4021	AUDIO/VISUAL	44.98	44.98
11/19/2026	110868	DIGIAL - HOOPLA	509637283	030.4101.3058	DIGITAL INFORMATION	5,674.95	5,674.95

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total MIDWEST TAPE:							5,773.91
MN-IOWA ELECTRIC MOTORS EQUIPMENT							
11/19/2026	110869	VENT FAN MOTOR	SI-16918	610.8121.2190	REPAIRS AND MAINTE	327.81	327.81
Total MN-IOWA ELECTRIC MOTORS EQUIPMENT:							327.81
MOTION INDUSTRIES INC							
11/19/2026	110870	EDR REPAIRS	IA07-000394	600.8001.2190	REPAIRS AND MAINTE	267.20	267.20
Total MOTION INDUSTRIES INC:							267.20
MPLC							
11/19/2026	110871	A/V	504485968	030.4101.4021	AUDIO/VISUAL	388.49	388.49
Total MPLC:							388.49
MUNICIPAL SUPPLY COMPANY							
11/19/2026	110872	HYDRANT DIFFUSERS 2	0992597-IN	600.8042.3590	MATERIAL	529.59	529.59
11/19/2026	110872	6" REPAIR CLAMP	0992598-IN	600.8042.3590	MATERIAL	265.00	265.00
11/19/2026	110872	1" INSULATORS, CURB B	0992680-IN	600.8042.3590	MATERIAL	1,036.12	1,036.12
Total MUNICIPAL SUPPLY COMPANY:							1,830.71
NAPA AUTO PARTS							
11/19/2026	110873	MAINTENANCE SUPPLIE	504276	610.8121.3044	M/E SUPPLIES	43.75	43.75
11/19/2026	110873	2315 RPRS	505318	010.1503.2140	M/E REPAIRS	8.29	8.29
11/19/2026	110873	AIR FILTER 59	505422	110.2107.3044	M/E SUPPLIES	55.43	55.43
11/19/2026	110873	DOOR BRACKET	505445	110.2107.3044	M/E SUPPLIES	17.14	17.14
11/19/2026	110873	OIL	505446	010.1102.2140	M/E REPAIRS	60.92	60.92
11/19/2026	110873	WINDSHIELD WASHER	505516	600.8042.3590	MATERIAL	77.15	77.15
11/19/2026	110873	HYD HOSE FITTINGS	505524	110.2107.3044	M/E SUPPLIES	58.46	58.46
Total NAPA AUTO PARTS:							321.14
NASSCO INC							
11/19/2026	110874	JANITORIAL SUPPLIES	6786867	010.1103.3060	SUPPLIES & LAUNDRY	212.16	212.16
11/19/2026	110874	TP	6788864	600.8042.3590	MATERIAL	249.23	249.23
11/19/2026	110874	ARENA PAPER PRODUCT	6789648	670.8923.3035	OTHER SUPPLIES	2,424.15	2,424.15
Total NASSCO INC:							2,885.54
NIACOG							
11/19/2026	110875	MONTHLY ADA PARATRA	43212	080.5801.2673	TRANSIT SUBSIDY	28,063.23	28,063.23
Total NIACOG:							28,063.23
NORTH CENTRAL INTERNATIONAL							
11/19/2026	110876	HIGH PRESSURE VALVE	R223004990:	110.2107.2140	M/E REPAIRS	1,332.93	1,332.93
11/19/2026	110876	LIGHT SWITCH	X223024691:	610.8121.2140	M/E REPAIRS	56.21	56.21
11/19/2026	110876	HOSE AWAY AIR BRAKE	X223024721:	110.2107.3044	M/E SUPPLIES	13.96	13.96
11/19/2026	110876	ATF295 OIL	X223024722:	820.9601.3260	SHOP SUPPLIES	613.20	613.20
11/19/2026	110876	WHEEL SPEED SENSOR	X223024727:	110.2107.3044	M/E SUPPLIES	126.99	126.99
Total NORTH CENTRAL INTERNATIONAL:							2,143.29

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NORTH CENTRAL MECHANICAL SVC							
11/19/2026	110877	BUILDING MAINTENANC	W41811	030.4101.2190	REPAIRS AND MAINTE	130.00	130.00
11/19/2026	110877	BUILDING MAINTENANC	W41812	030.4101.2190	REPAIRS AND MAINTE	175.00	175.00
11/19/2026	110877	BUILDING MAINTENANC	W42085	030.4101.2190	REPAIRS AND MAINTE	300.00	300.00
11/19/2026	110877	WATER HEATER FOR LA	W42120	610.8121.2190	REPAIRS AND MAINTE	1,585.45	1,585.45
Total NORTH CENTRAL MECHANICAL SVC:							2,190.45
NORTH IOWA COOPERATIVE							
11/19/2026	110878	WEED KILLER	0122610	610.8121.3170	CHEMICALS	57.34	57.34
Total NORTH IOWA COOPERATIVE:							57.34
NORTH IOWA CORRIDOR EDC							
11/19/2026	110879	SITE CERTIFICATION REI	2026-022	154.7518.2743	TIF REIMBURSABLE E	24,966.83	24,966.83
Total NORTH IOWA CORRIDOR EDC:							24,966.83
O'HERRON CO INC, RAY							
11/19/2026	110880	VEST	2510687	010.1101.1170	UNIFORM ALOWANCE	326.02	326.02
Total O'HERRON CO INC, RAY:							326.02
PETRO BLEND CORP							
11/19/2026	110881	2315 FILTERS	208106	010.1503.2140	M/E REPAIRS	130.10	130.10
Total PETRO BLEND CORP:							130.10
PLUNKETTS PEST CONTROL INC							
11/19/2026	110882	BUILDING MAINTENANC	10867778	030.4101.2190	REPAIRS AND MAINTE	109.20	109.20
11/19/2026	110882	HIGHLAND PEST CONTR	10898290	650.8906.3035	OTHER SUPPLIES	71.76	71.76
Total PLUNKETTS PEST CONTROL INC:							180.96
POSTMASTER							
11/19/2026	110883	POSTAGE DUE	11092026	600.8011.2300	POSTAGE	4.88	4.88
Total POSTMASTER:							4.88
PRINTING SERVICES INC.							
11/19/2026	110884	50,000 UTILITY FORMS	9831	600.8011.3019	OFFICE SUPPLIES	2,085.14	2,085.14
Total PRINTING SERVICES INC.:							2,085.14
QUILL CORPORATION							
11/19/2026	110885	LABELS	50809328	020.4408.3035	OTHER SUPPLIES	34.99	34.99
11/19/2026	110885	LENS CLEANERS	50894044	600.8042.3590	MATERIAL	50.97	50.97
11/19/2026	110885	ADDING MACHINE PAPE	50958034	600.8042.3590	MATERIAL	79.99	79.99
11/19/2026	110885	CLOCK	50958088	600.8011.3310	TOOLS AND SUPPLIES	36.99	36.99
11/19/2026	110885	KLEENEX, PENS	50976787	600.8042.3590	MATERIAL	98.06	98.06
11/19/2026	110885	ACCORDION FILE	50976787	010.1911.3019	OFFICE SUPPLIES	36.79	36.79
Total QUILL CORPORATION:							337.79
RITE WAY LAWN SERVICE							
11/19/2026	110886	CITY PROPERTY MOWIN	4151	010.1911.2050	CONTRACT LABOR	2,520.00	2,520.00
11/19/2026	110886	CITY PROPERTY MOWIN	4377	010.1911.2050	CONTRACT LABOR	2,430.00	2,430.00

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total RITE WAY LAWN SERVICE:							4,950.00
RIVER CITY COMMUNICATIONS							
11/19/2026	110887	NORRIS SECURITY MONI	12601	535.4401.2740	PROFESSIONAL SERV	32.00	32.00
11/19/2026	110887	NORRIS SECURITY MONI	12602	535.4401.2740	PROFESSIONAL SERV	12.00	12.00
Total RIVER CITY COMMUNICATIONS:							44.00
RIVER CITY FENCE							
11/19/2026	110888	POSTS, SWING GATES	3530	070.4504.4015	CEMETERY EQUIPME	2,975.00	2,975.00
Total RIVER CITY FENCE:							2,975.00
ROUTER12 NETWORKS LLC							
11/19/2026	110889	DIGITAL INFO	145928	030.4101.3058	DIGITAL INFORMATION	190.00	190.00
11/19/2026	110889	DIGITAL INFO	148029	030.4101.3058	DIGITAL INFORMATION	190.00	190.00
Total ROUTER12 NETWORKS LLC:							380.00
SCHILLING SUPPLY COMPANY							
11/19/2026	110890	RECREATION CLOROX W	1076413-00	020.4408.3990	MISCELLANEOUS EXP	127.42	127.42
11/19/2026	110890	PAPER TOWELS	1077195-00	600.8042.3590	MATERIAL	149.76	149.76
Total SCHILLING SUPPLY COMPANY:							277.18
SCHUMACHER ELEVATOR CO							
11/19/2026	110891	ELEVATOR MAINTENANC	90699119	010.6501.2201	ELAVATOR MAINTENA	1,001.26	1,001.26
Total SCHUMACHER ELEVATOR CO:							1,001.26
SHORT ELLIOTT HENDRICKSON INC							
11/19/2026	110892	PROFESSIONAL SERVIC	518977	603.8061.4510	BUILDING & PLANT IM	21,602.71	21,602.71
11/19/2026	110892	PROFESSONAL SERVICE	518990	320.2101.4585	RPA FUNDED PROJEC	17,541.53	17,541.53
Total SHORT ELLIOTT HENDRICKSON INC:							39,144.24
SMITH,MITCHELL							
11/19/2026	110893	IEMSA CONF: PER DIEM	11.11-11.14.2	660.1507.2060	TRAVEL AND CONFER	74.76	74.76
Total SMITH,MITCHELL:							74.76
SPEX CERTIPREP LLC							
11/19/2026	110894	LAB TESTING	582192	610.8121.3070	LABORATORY SUPPLI	256.00	256.00
Total SPEX CERTIPREP LLC:							256.00
SPLASH MULTISPORT & CUSTOM LLC							
11/19/2026	110895	TRANSIT UNIFORMS	32718	080.5802.2740	PROFESSIONAL SERV	364.00	364.00
Total SPLASH MULTISPORT & CUSTOM LLC:							364.00
STAR TRIBUNE							
11/19/2026	110896	PERIODICALS & SUBSCR	10743329 11.	030.4101.2260	PERIODICALS AND SU	63.86	63.86
Total STAR TRIBUNE:							63.86

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
STRYKER SALES CORP							
11/19/2026	110897	STAIR CHAIR CIP 2027-01	906499993	660.1509.4010	CAPITAL OUTLAY	10,551.89	10,551.89
11/19/2026	110897	POWER COT CIP 2027-00	906499993	660.1509.4010	CAPITAL OUTLAY	23,486.46	23,486.46
11/19/2026	110897	12 PK. LUCAS SUCTION	9214355101	660.1509.3070	MEDICAL SUPPLIES	463.01	463.01
	Total STRYKER SALES CORP:						34,501.36
SUN POWERED SOLUTIONS I LLC							
11/19/2026	110898	GAS & ELECTRICITY	70001-2026-	030.4101.2160	GAS & ELECTRICITY	509.60	509.60
	Total SUN POWERED SOLUTIONS I LLC:						509.60
SUNBEAM CHRISTIAN CHILDCARE							
11/19/2026	110899	BUS SUBSIDY	11052026	040.4222.2673	TRANSIT SUBSIDY	80.00	80.00
	Total SUNBEAM CHRISTIAN CHILDCARE:						80.00
SWANK MOTION PICTURES INC							
11/19/2026	110900	THEATRE MOVIE RENTAL	BO 2927500	680.8924.2723	CONTRACTUAL AGRE	1,140.00	1,140.00
	Total SWANK MOTION PICTURES INC:						1,140.00
TITAN MACHINERY							
11/19/2026	110901	PARTS FOR 59	PS1432864-	110.2107.3044	M/E SUPPLIES	2,729.67	2,729.67
	Total TITAN MACHINERY:						2,729.67
TOTAL FILTRATION SERVICES INC							
11/19/2026	110902	FILTERS	2920355-00	600.8001.3175	FILTERS	13,826.56	13,826.56
	TOTAL FILTRATION SERVICES INC:						13,826.56
TRAFFIC CONTROL CORPORATION							
11/19/2026	110903	CELL MODEM-PIERCE,TA	168945	110.2101.4600	TRAFFIC SIGNALS	5,982.00	5,982.00
	Total TRAFFIC CONTROL CORPORATION:						5,982.00
TRUCK CENTER COMPANIES							
11/19/2026	110904	2317 RPRS	XA30025102	010.1503.2140	M/E REPAIRS	89.31	89.31
	Total TRUCK CENTER COMPANIES:						89.31
TRUGREEN 5101							
11/19/2026	110905	CAMPGROUND WEED C	234361856	020.4410.3130	CAMPGROUND SUPPL	374.31	374.31
	Total TRUGREEN 5101:						374.31
U S METALCRAFT INC							
11/19/2026	110906	BASE - GEORGE & CHER	294199	070.4501.3330	VASES & DECORATIO	159.28	159.28
	Total U S METALCRAFT INC:						159.28
USA BLUEBOOK							
11/19/2026	110907	LAB SUPPLIES	INV0121009	610.8121.3070	LABORATORY SUPPLI	278.31	278.31
11/19/2026	110907	SLUDGE JUDGE	INV0121506	610.8121.3110	MAINTENANCE MATER	365.88	365.88

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total USA BLUEBOOK:							644.19
VALUE LINE PUBLISHING INC							
11/19/2026	110908	DIGITAL INFO.	26JW-14871	030.4101.3058	DIGITAL INFORMATION	4,405.00	4,405.00
Total VALUE LINE PUBLISHING INC:							4,405.00
VANWALL EQUIPMENT							
11/19/2026	110909	MOWER RE[AOR	7071243	070.4504.2190	REPAIRS AND MAINTE	1,341.62	1,341.62
Total VANWALL EQUIPMENT:							1,341.62
VEOLIA WTS SOLUTIONS USA INC							
11/19/2026	110910	EDR TREATMENT/PLANT	903989226	603.8061.4510	BUILDING & PLANT IM	12,320.00	12,320.00
11/19/2026	110910	EDR TREATMENT/PLANT	903989265	603.8061.4510	BUILDING & PLANT IM	12,320.00	12,320.00
Total VEOLIA WTS SOLUTIONS USA INC:							24,640.00
VESTIS							
11/19/2026	110911	UNIFORMS	6340612996	610.8121.3060	SUPPLIES & LAUNDRY	448.73	448.73
11/19/2026	110911	LOSS CHARGES-MORET	6340612996	610.8121.3060	SUPPLIES & LAUNDRY	201.25-	201.25-
11/19/2026	110911	UNIFORMS & RUGS	6340625812	610.8121.3060	SUPPLIES & LAUNDRY	226.97	226.97
11/19/2026	110911	UNIFORMS	6340625815	600.8001.3060	SUPPLIES & LAUNDRY	263.57	263.57
11/19/2026	110911	RUGS	6340626381	010.6501.3060	SUPPLIES & LAUNDRY	30.38	30.38
11/19/2026	110911	RUGS	6340626382	010.2601.3019	OFFICE SUPPLIES	54.34	54.34
11/19/2026	110911	HIGHLAND MOTOR SHO	6340627067	650.8908.3044	M/E SUPPLIES	62.04	62.04
11/19/2026	110911	HIGHLAND CLUBHOUSE	6340627068	650.8906.3035	OTHER SUPPLIES	202.60	202.60
11/19/2026	110911	UNIFORMS & SHOP TOW	6340627922	820.9601.3260	SHOP SUPPLIES	132.41	132.41
Total VESTIS:							1,219.79
WALLACE HOLLAND KASTLER							
11/19/2026	110912	PROFESSIONAL SERVIC	59460	320.2101.4580	STREET REHAB PROG	440.70	440.70
11/19/2026	110912	PROFESSIONAL SERVIC	59464	320.2101.4585	RPA FUNDED PROJEC	403.20	403.20
Total WALLACE HOLLAND KASTLER:							843.90
WASTE MANAGEMENT							
11/19/2026	110913	DUMPSTER RENTAL	6782142-051	600.8001.3175	FILTERS	155.54	155.54
Total WASTE MANAGEMENT:							155.54
WEBWISE SOLUTIONS INC							
11/19/2026	110914	ARENA WEBSITE	10561	670.8921.2740	PROFESSIONAL SERV	325.00	325.00
Total WEBWISE SOLUTIONS INC:							325.00
WIMAC TEL							
11/19/2026	110915	PHONE EXPENSE	000216411	030.4101.2040	PHONE EXPENSE	91.50	91.50
Total WIMAC TEL:							91.50
WYBORNY,PAM							
11/19/2026	110916	PHONE EXPENSE	DECEMBER	030.4101.2040	PHONE EXPENSE	30.00	30.00

Check Issue Date	Check Number	Description	Invoice Number	GL Acct	GL Acct Title	Invoice Amount	Check Amount
Total WYBORNY,PAM:							30.00
ZIEGLER							
11/19/2026	110917	FITTING	IN002643004	110.2107.3044	M/E SUPPLIES	11.20	11.20
11/19/2026	110917	CYLINDER 62	SI000881077	110.2107.2140	M/E REPAIRS	984.47	984.47
Total ZIEGLER:							995.67
Grand Totals:							1,452,386.38

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

Dated: _____

Approved by: _____

_____

_____

The Claims of November 25, 2026, will be provided Monday November 30, 2026

Council Agenda Item 5

The City of Mason City IOWA

CLERK DEPARTMENT

Memorandum

To: Mayor and Council
From: City Administrator
Date: December 1, 2026
RE: Permits

Recommendation:
The Police Department and Fire Department have reviewed the applications listed below. The following permits/renewals are submitted for approval.

The Sports Page 100 So. Federal Avenue Suite 211	Class C Retail, Outdoor Service
Village Court Family Restaurant 687 S. Taft, Suite 4	Special Class C Retail
Kwik Star #1085 235 S Eisenhower Avenue	Class B Retail Alcohol
Ransom's 120 N. Federal Avenue	Class C Retail License

Council Action Requested:
Approve recommendation.

/s/Aaron Burnett
Reviewed and Recommend Approval

Council Agenda Item 6

The City of Mason City IOWA

MAYOR

Memorandum

To: Council

From: John P. Lee, Mayor

Date: December 1, 2026

RE: Appointment to Boards and Commissions

The council is asked to confirm the following individuals to the appropriate boards and commissions.

Name	Board or Commission	Reappt./New	Term
Kristine Urdahl	Historic Preservation Commission	Reappt.	2029

/s/John P. Lee

Reviewed and Recommend Approval

Diana L. Black

From: Website Forms <website@municipal.one>
Sent: Monday, November 16, 2026 3:33 PM
To: Diana L. Black; Pamela Stecker
Subject: Application for Appointment

Form Information:

Form Name:	Application for Appointment
Form Text:	Fill out the following online form in order to apply for a Mason City Board or Commission position. You may also download a printable PDF application and drop it off or mail it to City Hall, 10 1st Street NW, Mason City, IA 50401.
Form URL:	https://www.masoncity.net//web-form/517

User Submitted Content:

Name (First, Middle, Last):	Kristine D. Urdahl
Address:	49 N Willowgreen Ct

Home Phone:	6415121653
Business Phone:	
Email Address:	kdurdahl77@gmail.com
Occupation:	Retired
Education:	BS in Business and Accounting with a computer minor
Why do you want to serve on a Mason City Board or Commission?	I find it fulfilling to work with the City Planning department on helping to preserve historical structures in Mason City and to help educate the public the worth in doing so. Giving back to your community and in particular historic preservation is a passion of mine and I would like to continue the work HPC has been doing the last several years and the positive impact it has given Mason City for tourism and supporting local businesses.
List organizations you have participated. Include offices and position	WOTP - Board member and membership committee chair Mason City Library Foundation Library Board - board member and current president Restoring St John Board - treasurer and board member Member of St Therese Circle at Epiphany Parish
Please place a check next to the Mason City boards and commissions on which you would be willing to	Historic Preservation Commission |

Council Agenda Item 7

The City of Mason City IOWA

Parks and Recreation Department

Memorandum

To: Aaron Burnett, City Administrator

From: Brian Pauly, Director of Parks, Recreation, and Facilities

Date: November 23, 2026

RE: Prairie Playground at East Park – Approve Conditional Vendor Selection and Letter of Intent

Recommendation:
We recommend the City Council approve the Conditional Vendor Selection and Letter of Intent with Midwest Playscapes of Savage, Minnesota, a Playworld playground equipment dealer under PlayPower, for the Prairie Playground project at East Park.

Review:
The City of Mason City solicited Requests for Proposals (RFP) for the design and development of Prairie Playground at East Park. Seven companies submitted proposals for consideration. A selection committee appointed by the Mason City Parks and Recreation Board, consisting of Park Board members, community representatives, and City staff, reviewed and evaluated all seven proposals. Following the evaluation process, Midwest Playscapes received the highest overall rating and was selected as the preferred vendor for the project.

The City is now moving into the fundraising and project development stages. Under the proposed letter of intent, Midwest Playscapes will assist the City with marketing materials, updated renderings, pricing information, and other resources to support fundraising efforts. The agreement does not financially obligate the City to purchase equipment or proceed with construction unless funding becomes available and the necessary City Council approvals are obtained. Equipment may be purchased in phases to secure pricing as funds are raised, with installation costs payable upon completion and acceptance of the applicable installation work.

The proposed Prairie Playground is estimated at approximately $2.9 million, including playground equipment, poured-in-place safety surfacing, and installation. The design features three separate age-appropriate play zones for children ages

0–2, 2–5, and 5–12, with numerous play elements designed to create an inclusive recreational experience for children of varying ages and abilities.

Additional design features include seating areas for parents and guardians, partial fencing around the playground, and solar lighting to illuminate the playground during evening hours. The overall design emphasizes accessibility, imaginative play, and the development of a destination playground that will serve Mason City residents while attracting families and visitors from throughout North Iowa and the surrounding region.

Copies of the proposed playground design and supporting materials will be included in the City Council packets for review.

Budget Impact:
The estimated total project cost is approximately $2.9 million, including playground equipment, poured-in-place safety surfacing, and installation.

Fundraising efforts are scheduled to begin December 2, 2026. No City funds are currently committed to the project. Approval of this letter of intent does not authorize a $2.9 million expenditure or financially obligate the City to complete the project. As fundraising progresses, the City may purchase playground equipment in phases to secure pricing, subject to City Council approval. Installation costs would be paid upon completion and acceptance of the applicable installation work.

All future equipment purchases and construction expenditures will require separate City Council approval.

Council Action Requested:
We respectfully request the City Council accept the RFP selection of Midwest Playscapes of Savage, Minnesota, as the preferred vendor for Prairie Playground at East Park and approve the Conditional Vendor Selection and the letter of intent.

Brian Pauly
Brian Pauly, Director of Parks, Recreation, and Facilities

Reviewed and Recommend Approval

LETTER OF INTENT

Prairie Playground at East Park
City of Mason City, Iowa

Effective Date: December 1, 2026

This Letter of Intent ("Agreement") is entered into between the City of Mason City, Iowa ("City") and Midwest Playscapes of Savage, Minnesota ("Midwest Playscapes").

1. Background and Purpose

The City of Mason City conducted a competitive Request for Proposals (RFP) process for the design and development of Prairie Playground at East Park. Seven companies submitted proposals, which were reviewed and evaluated by a selection committee appointed by the Mason City Parks and Recreation Board, consisting of Park Board members, community representatives, and City staff.

Following the evaluation process, Midwest Playscapes received the highest overall rating and was selected as the City's preferred playground vendor for the project.

The purpose of this Agreement is to formally recognize that selection and establish the mutual intent of the City and Midwest Playscapes to work cooperatively during the fundraising and project development stages of Prairie Playground.

2. Intent to Collaborate

The City intends to work with Midwest Playscapes toward the development and eventual construction of Prairie Playground, contingent upon successful fundraising, available funding, mutually acceptable project terms, and subsequent City Council approval of a contract.

Midwest Playscapes agrees to work cooperatively with the City and its designated fundraising representatives throughout the fundraising and project development process.

Midwest Playscapes agrees to provide reasonable assistance, including:

- Playground renderings, conceptual drawings, and marketing materials to support fundraising efforts.
- Updated project pricing and preliminary cost estimates as reasonably requested.
- Consultation regarding playground design, equipment availability, and potential project modifications.

- Assistance in identifying opportunities to purchase equipment or complete construction in phases as funding becomes available.

Unless otherwise mutually agreed upon in writing, each party shall be responsible for its own expenses associated with these activities.

3. Playground Design and Pricing

The playground design submitted by Midwest Playscapes through the RFP process shall serve as the initial design concept for Prairie Playground.

Both parties acknowledge that equipment pricing, material costs, freight, labor, product availability, and other market conditions may change throughout the fundraising period.

Midwest Playscapes is not obligated to maintain its original proposal pricing or provide the exact playground design submitted through the RFP process. Any material changes to the proposed design shall be mutually agreed upon by both parties.

As funding becomes available, the City may elect to purchase playground equipment in advance of installation to secure pricing. Any equipment purchases, ownership transfers, storage arrangements, insurance responsibilities, or installation services shall be addressed through separate written agreements, subject to City Council approval.

4. No Purchase or Construction Obligation

This Agreement establishes the mutual intent of both parties to work together and does not constitute a legally binding commitment to purchase, sell, or install playground equipment or construct Prairie Playground.

Neither party shall be legally or financially obligated to proceed with the playground project as a result of signing this Agreement.

Any future equipment purchases or construction activities shall require separate written contact establishing the final scope, pricing, payment terms, and responsibilities of each party.

If sufficient funding cannot be secured or mutually acceptable project terms cannot be reached, neither party shall incur financial liability or penalties solely because the project does not proceed.

This Agreement does not establish an exclusive purchasing arrangement or guarantee the award of a future purchase or construction contract.

5. Term and Termination

This Agreement shall remain in effect for three (3) years beginning December 1, 2026, unless extended by mutual written agreement.

Either party may terminate this Agreement by providing thirty (30) days' written notice to the other party without financial penalty.

Termination or expiration of this Agreement shall not affect any obligations established under separately executed purchase or construction agreements.

6. Acknowledgment and Acceptance

By signing below, both parties acknowledge their mutual intent to work cooperatively toward the fundraising, development, and potential construction of Prairie Playground at East Park, subject to the conditions outlined in this Agreement.

CITY OF MASON CITY, IOWA	**MIDWEST PLAYSCAPES**
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____


RENDERING COLLECTION











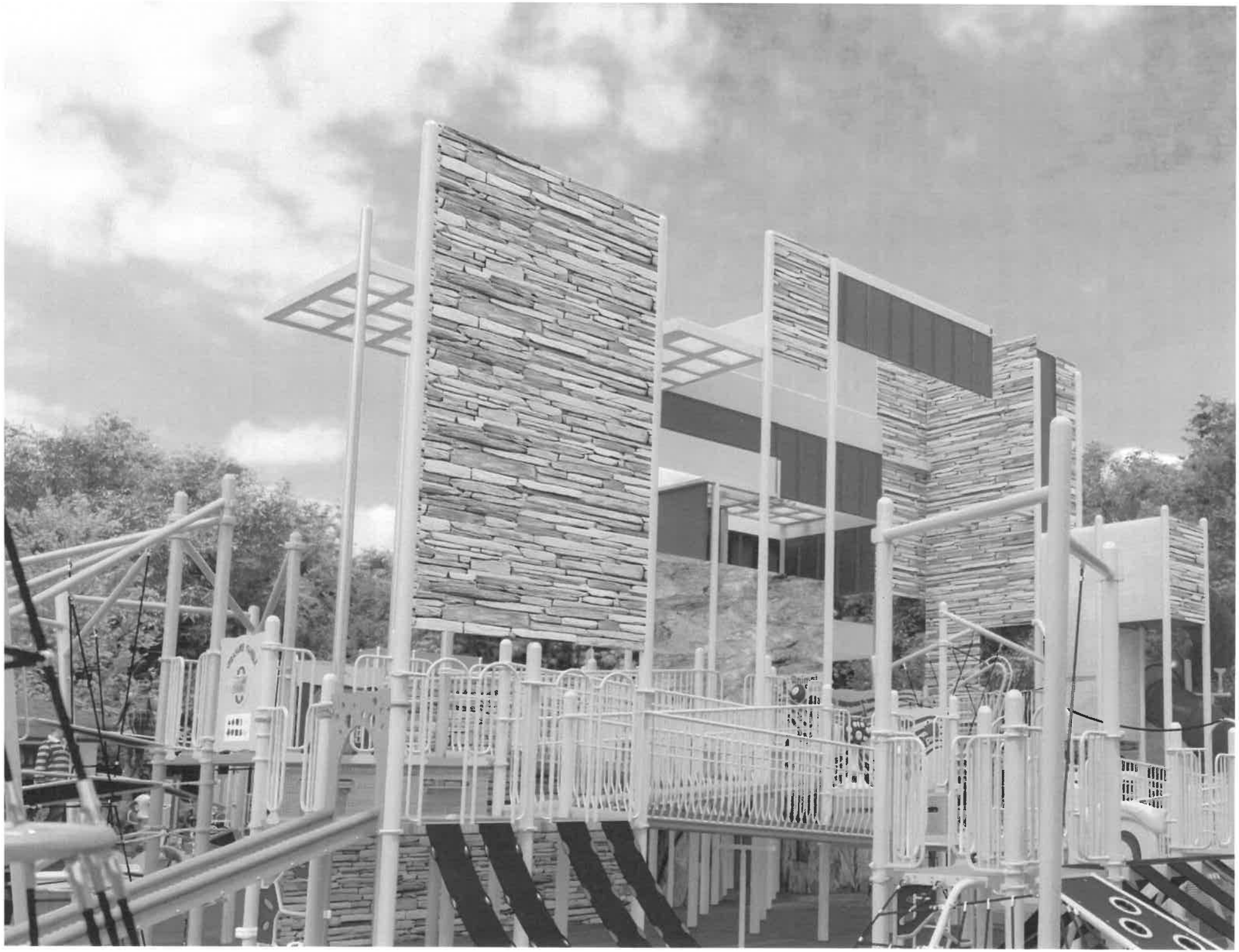








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THE
HISTORIC PARK IN
HOTEL



Council Agenda Item 8

The City of Mason City IOWA

ENGINEERING DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Krysten Foster, City Engineer
Date:	November 24, 2026
RE:	Drainage District #17 Improvement Project

Recommendation:
Commence proceedings to repair or improve Drainage District 17 Main Tile south of Country Club Drive.

Review:
There are over 100 Drainage Districts in Cerro Gordo County, and City Council is the Board of Trustees for three of these Districts including Drainage District 17, which includes some parcels in southwestern Mason City as depicted on the attached map. Once a Drainage District has been established, the Board of Trustees shall administer repairs and improvements in accordance with Chapter 468 of the Code of Iowa.

A repair/improvement work order has been received south of Country Club Drive, which is along the Main Tile within Drainage District 17. Because the failed tile connects to a 30" tile line immediately downstream, staff recommends analyzing whether the diameter of the tile line south of Country Club Drive should be increased to match the size of the pipe that is connected to the failed section. The Main Tile section east/southeast of Country Club Drive was previously improved in 2016.

Next Steps: The Iowa Code requires a hearing for a repair that exceeds $50,000 or any level of improvement. Therefore, a hearing will be required whether the failed tile is repaired or improved/upsized. Based on the current project schedule, the city's goal is conducting the hearing this winter such that work may proceed in 2027.

Prior to the hearing, Chapter 468 requires preparation of an engineer's report for a repair that exceeds the adjusted competitive bid threshold (which is $67,000 effective January 1, 2027) or any level of improvement. Therefore, city staff recommends appointing an expert Drainage Engineer to further analyze the issue, administer the public hearing required by Iowa Code Chapter 468, and prepare/bid

plans for this repair/improvement. Considering staffing transitions at the prior firm (I+S Group) since the most recent project, the City will be seeking a different drainage engineer to appoint at a future City Council meeting.

Budget Impact:
The project is not budgeted. Following public hearing and completion of construction, project costs (including engineering costs) are assessed to the beneficiaries of this Drainage District. The most recent redetermination of benefits for Drainage District 17 was approved by City Council on July 5, 2017.

Should the majority of benefitting landowners object to the proposed improvement, remonstrance procedures are outlined in Chapter 468. For this purpose, "majority" is defined in 468.126.4.e.

Council Action Requested:
Approve field review of Drainage District 17 work order for main tile collapse south of Country Club Drive.

Attachments:
Drainage District 17 map.

Krysten S. Foster, City Engineer

Reviewed and Recommend Approval


37(MC)
MASON CITY
17 (MC)
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62 (MC)
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86

Council Agenda Item 9

The City of Mason City IOWA

ENGINEERING DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Krysten Foster, City Engineer
Date:	November 24, 2026
RE:	Professional Service Agreement for Briarstone Stormwater Analysis

Recommendation:
We recommend the City Council consider selecting Short Elliott Hendrickson, Inc. (SEH) for the Briarstone Stormwater Analysis study considering SEH's experience analyzing other neighborhoods in Mason City.

Review:
Now that the city's North-Central Storm Sewer Study is complete, another neighborhood, which is one of the city's priorities for analysis, is the open ditch that drains Springview Dr. (in the Briarstone neighborhood), the industrial park (near 15th St. SW and S. Benjamin Ave.), and Central Heights. In addition to Briarstone and the industrial park, one of the outlets for stormwater flow from the Central Heights neighborhood connects at the beginning of this ditch. Neighborhood residents brought this problem area to our attention most recently through the September 8, 2026 Planning & Zoning Commission Meeting as well as the October 6, 2026 City Council Meeting

There are an unknown number of connections from the industrial park to this ditch, and the scope of this study includes identifying/confirming all drainage areas that carry stormwater to this ditch, which drains towards Big Blue (specifically Pierce Pond a.k.a. Black Pit) then Cheslea Creek.

One of the outcomes of this study will be determining if the ditch should be maintained (i.e. cleaned out) to originally-designed dimensions or widened to carry average stormwater flows. The study does not include analyzing the 500-year flood as a 500-year flood event exceeds the city's typical engineering design standard. Given this information, the city can consider a future project through the Capital Improvement Program.

Budget Impact:
Although this study was not specifically identified during last winter's budgeting process, staff anticipates the city's stormwater fund has capacity to support this study should City Council decide to prioritize this initiative.

Council Action Requested:
We respectfully request that the City Council approve the Professional Services Agreement for Briarstone Stormwater Analysis engineering study with Short Elliott Hendrickson, Inc. in an amount up to $40,650.00.

Attachments:
Proposed professional services agreement.
Project map.

Krysten S. Foster, City Engineer

Reviewed and Recommend Approval

SEH

Building a Better World for All of Us®

November 23, 2026

RE: City of Mason City, IA
Briarstone Stormwater Analsysis
SEH No. P-172682 14.00

Krysten Foster, PE
City Engineer
Mason City
10 1st Street NW
Mason City, IA 50401

Dear Ms. Foster:

Short Elliott Hendrickson Inc. (SEH®) is pleased to submit this proposal to complete a stormwater analysis for the Briarstone area in Mason City, Iowa. The primary goal of this study is to evaluate the existing stormwater drainage system, identify areas susceptible to flooding, and develop feasible improvements to reduce flood risk within the project area.

SEH will develop a combined one-dimensional/two-dimensional (1D/2D) stormwater model to evaluate the capacity of the existing storm sewer system and the movement of stormwater across the ground surface. The model will incorporate available storm sewer information, survey data, and topographic information to represent the existing drainage conditions. The analysis will evaluate the 2-, 10-, and 100-year design storm events to identify areas of potential surface flooding and storm sewer capacity limitations.

Following the existing conditions analysis, SEH will develop and evaluate two (2) stormwater improvement alternatives. The proposed improvements will be evaluated using the hydraulic model to estimate their effectiveness in reducing flood depths and inundation extents. Feasibility-level layouts and preliminary construction cost estimates will be prepared to assist the City in selecting improvements for further consideration.

The following tasks outline our proposed scope of services.

Respectfully submitted,

SHORT ELLIOTT HENDRICKSON, INC.

Jordan Thole

Becky L. Schwab

Jordan Thole, PE, CFM (CO, IA, MN, MT, NM, OR, SD, WI)
Project Manager / Sr. Water Resources Engineer

Becky Schwab, PE (MN, IA)
Sr. Civil Engineer/Office Manager

TASK 1 – COORDINATION AND PROJECT MANAGEMENT

SEH will coordinate an initial kickoff meeting with City staff to review known drainage concerns, available storm sewer information, project objectives, and the proposed modeling approach. The meeting will also establish the project schedule and identify any additional information needed to complete the analysis.

Following the kickoff meeting, the SEH project manager and lead modeler will conduct a site visit to review existing drainage conditions, identify potential overland flow paths, and observe storm sewer features within the study area. Information gathered during this visit will be used to inform development of the existing conditions model.

SEH will provide monthly progress updates summarizing completed work, upcoming activities, and any outstanding data needs.

Deliverables: Meeting documentation and monthly progress updates.

TASK 2 – EXISTING CONDITIONS MODEL

SEH will collect and review available LiDAR topographic data, land use information, storm sewer records, survey data, and as-built drawings for the project area. This information will be used to develop a combined 1D/2D stormwater model representing the existing storm sewer network and surface drainage characteristics.

The model will incorporate the existing storm sewer pipes and structures along with a terrain surface developed from available LiDAR and survey information. SEH anticipates collecting survey data of the ditches and culverts between Springview Dr and Black Pit Lake. SEH will evaluate the 2-, 10-, and 100-year design storm events to assess storm sewer capacity, overland flow paths, and potential surface flooding throughout the study area.

The model will be calibrated using available historical flooding observations or records to improve its representation of existing drainage conditions. Model results will be used to identify locations where storm sewer capacity limitations or surface drainage restrictions may contribute to flooding.

The downstream model boundary will terminate at the connection to Cheslea Creek. Potential impacts from coincidental flooding along Cheslea Creek will be represented through appropriate tailwater boundary conditions; however, flooding within Cheslea Creek will not be explicitly modeled.

SEH will prepare an Existing Conditions Technical Memorandum summarizing the modeling methodology, hydraulic analysis, and identified drainage concerns. The memorandum will include inundation maps illustrating predicted flooding during the design storm events.

Following completion of the memorandum, SEH will coordinate a review meeting with City staff to discuss the modeling results, identify priority drainage concerns, and establish objectives for the proposed improvement alternatives.

Deliverables: Existing conditions stormwater model, technical memorandum, inundation maps, and review meeting.

TASK 3 – PROPOSED CONDITIONS MODEL

Using the existing conditions model developed under Task 2, SEH will develop two (2) feasibility-level stormwater improvement alternatives intended to reduce flooding within the Briarstone study area.

Each alternative will include preliminary plan-view layouts identifying the general location and configuration of proposed improvements. The feasibility-level design will focus on developing practical drainage solutions for hydraulic evaluation and will not include detailed construction plans, profiles, or final engineering design.

SEH will incorporate the proposed improvements into the hydraulic model and evaluate their performance during the 2-, 10-, and 100-year design storm events. Results will be compared against existing conditions to assess changes in storm sewer performance, flood depths, and inundation extents.

Updated inundation mapping will be prepared for the proposed alternatives to illustrate the anticipated flood reduction benefits. SEH will also develop preliminary construction cost estimates for each alternative based on the feasibility-level layouts.

The results of this analysis will provide the City with a comparison of the hydraulic benefits and estimated construction costs associated with the two alternatives.

Deliverables: Feasibility-level plan-view layouts for two alternatives, proposed conditions hydraulic analysis, inundation maps, and preliminary construction cost estimates.

TASK 4 – REPORTING

SEH will prepare a final technical report documenting the existing and proposed conditions hydraulic analyses. The report will summarize the modeling methodology, existing drainage deficiencies, proposed improvement alternatives, and anticipated flood reduction benefits.

The report will include final figures illustrating existing and proposed inundation limits, conceptual improvement layouts, and comparisons of the alternatives. Preliminary construction cost estimates will also be incorporated to assist the City in evaluating potential future improvements.

SEH will provide a draft report for City review and coordinate a final review meeting to discuss the findings and proposed alternatives. Comments received during the review process will be incorporated into the final report.

Deliverables: Final technical report, supporting figures, alternative cost estimates, and final review meeting.

ASSUMPTIONS AND EXCLUSIONS

The proposed scope and fee are based on the following assumptions:

- Hydraulic modeling will be completed using a combined 1D/2D stormwater model.
- The model will evaluate existing conditions and two (2) proposed improvement alternatives for the 2-, 10-, and 100-year design storm events.
- Model calibration will use available historical flooding observations or records.
- Available LiDAR, survey data, and as-built information will be used to develop the existing conditions model.

- Additional topographic surveying will include only the ditches and culverts between Springview Drive and Black Pit Lake
- Upstream storm sewer structure locates, survey and/or inspections are not included in the proposed fee.
- The hydraulic model will terminate at the connection to Cheslea Creek. Coincidental flooding along Cheslea Creek will be considered through tailwater boundary conditions but will not be explicitly modeled.
- Proposed improvement alternatives will be developed to a feasibility level and will include plan-view layouts only. Detailed design and construction documents are excluded.
- Construction cost estimates will be prepared at a feasibility level consistent with the preliminary nature of the proposed improvements.

FEE ESTIMATE

SEH estimates a total fee of $40,650 to complete the scope of services described above, including $40,500 in professional labor and $150 in anticipated travel expenses.

Task #	Budget
Task 1: Coordination and PM	$4,650
Task 2: Existing Condition Model	$18,040
Task 3: Proposed Conditions Model	$9,840
Task 4: Reporting	$7,970
Equipment Charges	$150
Total	**$40,650**

Agreement for Professional Services

This Agreement is effective as of December 1, 2026, between City of Mason City (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **Briarstone Stormwater Analysis**

Client's Authorized Representative: Krysten Foster
Address: 10 First Street NW, Mason City, Iowa 50401, United States
Telephone: 641.421.3605 **Email:** kfoster@masoncity.net

Project Manager: Jordan Thole
Address: 10 N Washington Ave., Suite 110, Mason City, IA 50401
Telephone: 651.490.2144 **Email:** jthole@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 01.01.26), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

See Attachment 1

Schedule: Services can be completed within approximately 3 months of authorization of services.

Payment: The estimated fee is subject to a not-to-exceed amount of $40,650 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

Short Elliott Hendrickson Inc.		**City of Mason City**	
By:	Becky L. Schwab	By:	
Full Name:	Becky L. Schwab, PE	Full Name:	
Title:	Client Service Manager	Title:	

Exhibit A-1

Payments to Consultant for Services and Expenses Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.

2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.

3. Lodging and meal expense connected with the Project.

4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.

5. Plots, Reports, plan and specification reproduction expenses.

6. Postage, handling and delivery.

7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.

8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.

9. All taxes levied on professional services and on reimbursable expenses.

10. Other special expenses required in connection with the Project.

11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

General Conditions

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement ("Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render Services hereunder will be for a period which may reasonably be required for the completion of said Services.
2. If Client has requested changes in the scope, extent, or character of the Project or the Services to be provided by Consultant, the time of performance and compensation for the Services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform the Services in accordance with professional skill and care, then Consultant shall be entitled to an equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for the Services, then Consultant shall promptly notify the Client regarding the need for additional Services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional Services and to an extension of time for completion of additional Services absent written objection by Client.
2. Additional Services, including delivery of documents, or information not expressly included as deliverables, shall be billed in accord with agreed upon rates, no less than Consultant's standard rates.
3. The Consultant shall not be required to sign any documents, no matter by whom requested, that require a certification, guarantee, or warranty of conditions not fully known to be true or accurate by the Consultant, or that would impose liability beyond the scope of this Agreement. The Client also agrees not to make resolution of any dispute with the Consultant or payment of any amount due to the Consultant in any way contingent upon the Consultant's signing any such certification, guarantee, or warranty.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon seven days written notice or, at its option, accept an equitable adjustment of compensation provided for elsewhere in this Agreement to reflect costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the Services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for Services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the Services provided by Consultant and access to all public and private lands required for Consultant to perform its Services.
2. Client shall provide its own legal, accounting, financial and insurance counseling, and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's Services, such as previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning; deeds; and other land use restrictions; as-built drawings; and electronic databases and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide written notice to Consultant within seven (7) days of when the Client observes or otherwise becomes aware of any changes in the Project or any defect or alleged defect in Consultant's Services. Client shall examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements, and other documents presented by Consultant within ten (10) business days of receipt and render the necessary decisions and instructions in writing so that Consultant may provide Services in a timely manner. Client's failure to provide timely notice of defects or timely review and approval shall constitute a waiver of any claims related to such defects or delays caused by late review.
4. Client shall require all utilities with facilities within the Project site to locate and mark said utilities upon request, relocate and/or protect said utilities to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review, and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others directed or hired by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose. Consultant shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by the Client or others directed or hired by the Client.
6. Client agrees to reasonably cooperate, when requested, to assist Consultant with the investigation and addressing of any complaints made by Consultant's employees related to inappropriate or unwelcomed actions regarding the Project. This shall include, but not be limited to, providing access to Client's employees for Consultant's investigation, attendance at hearings, responding to inquiries and providing full access to Client files and information related to Consultant's employees, if any. Client agrees that Consultant retains the absolute right to remove any of its employees from Client's facilities if Consultant, in its sole discretion, determines such removal is advisable. Consultant, likewise, agrees to reasonably cooperate with Client with respect to the foregoing in connection with any complaints made by Client's employees.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to suspend performance of Services and to retain deliverables and Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of suspending Services or withholding deliverables or Instruments of Service until all invoices are paid in full, and Client shall be responsible for any additional costs incurred by Consultant due to such suspension and subsequent remobilization. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding Services, deliverables, or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its Services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods, or procedures of construction. Consultant's Services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work. Site Safety is the responsibility of the contractor.

3. Consultant's Opinions of Probable Construction Cost are provided if agreed upon in writing and made on the basis of Consultant's experience and qualifications. Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Probable Construction Cost prepared by Consultant. If Client wishes greater assurance as to construction costs, Client shall employ an independent cost estimator.

B. Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter, or disposer of hazardous or toxic substances. Therefore the Client agrees to hold harmless, indemnify, and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims; losses; damages; liability; and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.
2. Client agrees that it will waive any claim against Consultant related to severe weather events that exceed those addressed by existing codes and standards. Consultant's sole liability will be based on actual damages to the extent caused by Consultant's failure to meet applicable codes. Notwithstanding the above, the Parties agree that, as the Project progresses, such codes or standards may change or the applicability of such codes or standards may vary from Consultant's original interpretation through no fault of Consultant and that additional costs necessary to conform to such changes or interpretations after execution of this Agreement may be subject to an equitable adjustment in Consultant's compensation and schedule.
3. If hazardous substances are found on the project site, then Consultant may stop work until Client has remediated the site.

C. Limitations on Liability

1. To the fullest extent permitted by law, Consultant's total liability to Client for any and all claims, losses, or damages arising out of or related to this Agreement or the Project, whether based on negligence, errors, omissions, strict liability, breach of contract, or warranty, shall not exceed the lesser of (i) the total compensation paid to Consultant under this Agreement or (ii) $500,000. If Client requests higher limits, such change must be agreed to in writing, and Consultant's fee shall increase by at least 1% for each additional $500,000 of liability, up to a maximum limit of $5,000,000.
2. To the extent permitted by applicable law, neither Party shall be liable to the other for consequential damages, including without limitation lost rentals; increased rental expenses; loss of use; loss of income; lost profit, financing, business, or reputation; and loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by unforeseen severe weather events, breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them. Consultant expressly disclaims any duty to defend Client for any alleged actions or damages.
3. It is intended by the parties to this Agreement that Consultant's Services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.
4. Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued, and the applicable statutes of limitations shall commence to run, not later than the earliest of: (a) the date of Substantial Completion for acts or failures to act occurring prior to Substantial Completion; (b) the date of issuance of Consultant's final invoice for acts or failures to act occurring after Substantial Completion; or (c) the date when Consultant's Services are substantially completed. The parties acknowledge that this provision may shorten the time period otherwise available under applicable law for bringing claims, and each party knowingly and voluntarily agrees to this shortened limitations period. This provision shall not apply to claims for fraud, willful misconduct, or intentional misrepresentation. Notwithstanding the foregoing, in no event shall any claim be brought more than two (2) years after the cause of action has accrued as defined herein, regardless of when the injury or damage is discovered.
5. The parties agree, to the fullest extent permitted by law, to waive any and all rights against each other and any of their contractors, subcontractors, consultants, subconsultants, construction managers, owner's representatives, employees, directors, officers, agents and assigns for any and all damages, including without limitation bodily injury, death, damage to real and personal property, and all consequential damages including delay and lost profits covered by any insurance applicable to the Project or the site upon which the Project is located.

D. Assignment

1. Aside from Consultant's assignment of amounts owed under this Agreement, neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.
2. Parties acknowledge that Consultant has subsidiaries or affiliates that hold necessary registrations, certifications or special skills or resources that may be needed for the proper performance of the Services. Consultant may subcontract or assign all or part of the Services to any of its subsidiaries or affiliates; provided, however, that Consultant shall remain liable for the performance, obligations and responsibilities of such services under this Agreement.

E. Dispute Resolution

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or the Services (except for unpaid invoices which are governed by Section III) shall be submitted to mediation as a precondition to litigation unless the parties mutually agree otherwise in writing.
2. The Client shall make no claim for professional negligence, either directly or by way of a cross complaint against the Consultant unless the Client has first provided the Consultant with a written certification executed by an independent consultant currently practicing in the same discipline as the Consultant and licensed in the State in which the Project is located. This certification shall: a) contain the name and license number of the certifier; b) specify the acts or omissions that the certifier contends are not in conformance with the standard of care for a consultant performing professional services under similar circumstances; and c) state in detail the basis for the certifier's opinion that such acts or omissions do not conform to the standard of care.
3. Any dispute not settled through mediation shall be settled through litigation in the state and county where the Project at issue is located.

SECTION V – INTELLECTUAL PROPERTY

A. Proprietary Information

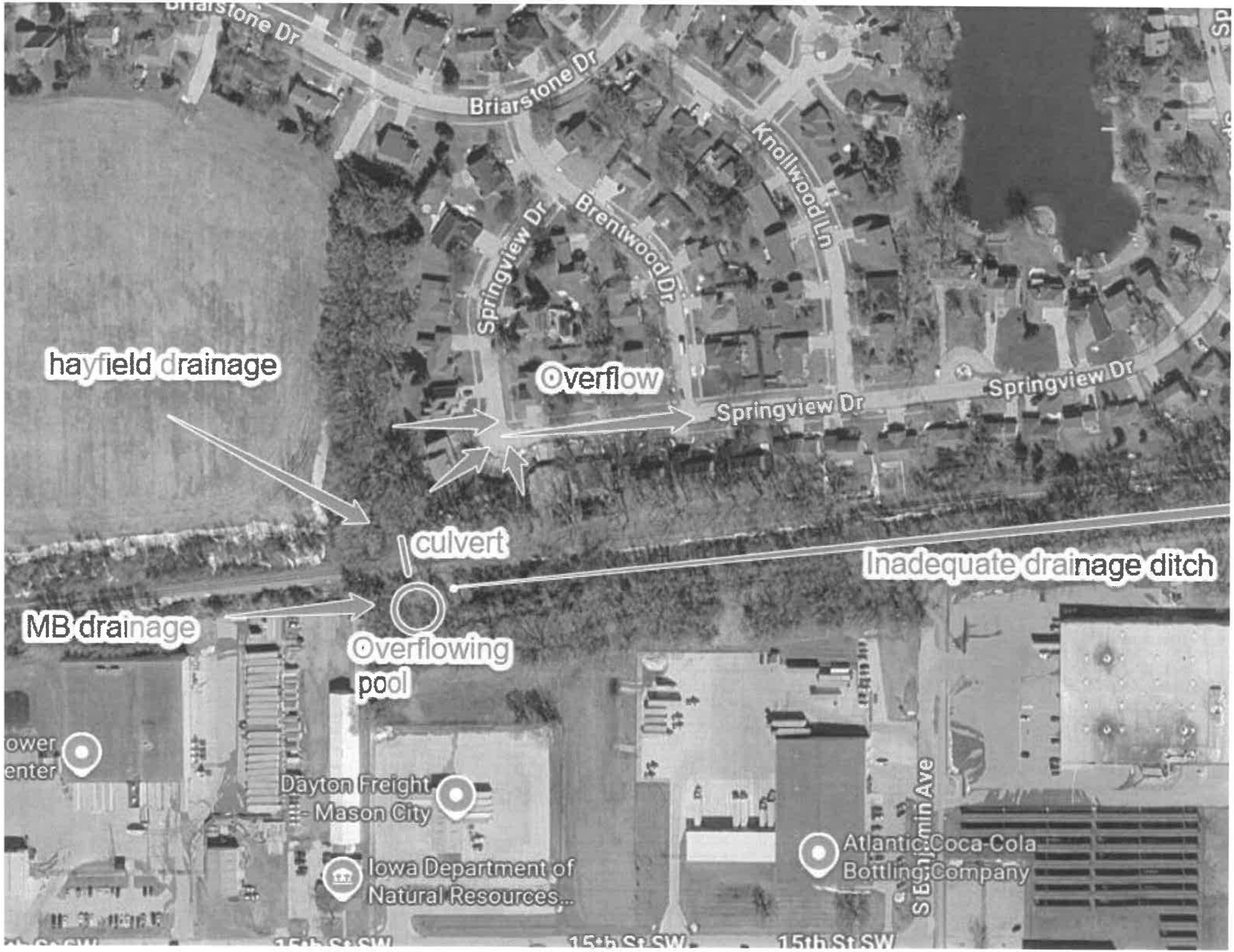
1. All documents, including reports, drawings, calculations, specifications, CADD materials, computer software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service"). Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Notwithstanding anything to the contrary, Consultant shall retain all of its rights in its proprietary information including without limitation its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge, and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be work product or work for hire and Consultant shall not be restricted in any way with respect thereto. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities.

B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its Services, Client shall have the right in the form of a nonexclusive license to use Instruments of Service delivered to Client exclusively for purposes of constructing, using, maintaining, altering and adding to the Project. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of Services, including subpoenas directed from or on behalf of Client are available to Client subject to Consultant's current rate schedule. Consultant shall not be required to provide CADD files or documents unless specifically agreed to in writing as part of this Agreement.

C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. To the extent permitted by law, any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify, and hold harmless Consultant from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.


Briarstone Dr
Briarstone Dr
Springview Dr
Brentwood Dr
Knollwood Ln
hayfield drainage
Overflow
Springview Dr
Springview Dr
culvert
Inadequate drainage ditch
MB drainage
Overflowing pool
Dayton Freight - Mason City
Iowa Department of Natural Resources...
Atlantic Coca-Cola Bottling Company
S Benjamin Ave
15th St SW
15th St SW
15th St SW

RESOLUTION NO. 26 -

A RESOLUTION MAKING AWARD OF CONTRACT TO SHORT ELLIOTT HENDRICKSON, INC. OF MASON CITY, IOWA FOR PROFESSIONAL SERVICES RELATED TO THE BRIARSTONE STORMWATER ANALYSIS PROJECT IN THE CITY OF MASON CITY, IOWA

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

Section 1: That the proposal for the Professional Services Agreement related to the Briarstone Stormwater Analysis Project in the City of Mason City, Iowa, be and is hereby accepted as follows:

Contractor:	Short Elliott Hendrickson, Inc.
of:	Mason City, Iowa
Amount of Proposal:	$40,650.00
Portion of Project:	Scope of the project

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

PASSED AND APPROVED this 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 10

The City of Mason City IOWA

CLERK DEPARTMENT

Memorandum

To: Mayor and Council

From: City Administrator

Date: December 1, 2026

RE: Certify

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.

/s/Aaron Burnett
Reviewed and Recommend Approval

RESOLUTION NO. 26 –

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	133-1810-14 10/7/2026	Anderson, Jimmy & Stacey 1050 Meadow Lake Dr Mason City, IA 50401 **Property Address:**	070437900600 **705 N Van Buren Ave**	$ 350.28
Water-Utility Bill	136-1160-01 10/7/2026	Reich, Karen 628 9th St NW Mason City, IA 50401	070433300800	$ 126.09
Water-Utility Bill	252-1540-10 10/7/2026	Gansen, Jeremy D 18 Blakely Ct NW Oronoco, MN 55960-2145 **Property Address:**	071532602200 **410 20th St SE**	$ 125.67
General-Tree Trimming and/or Removal	22685 9/29/2026	Mason City Storage Units LLC 251 Little Falls Dr Wilmington, DE 19808 **Property Address:**	070933200400 070933203200 **615 & 621 S Jackson Ave**	$3,450.00
General-Tree Trimming and/or Removal	22717 10/12/2026	Axe II LLC 117 Central Ave SE Orange City, IA 51041 **Property Address:**	071130200200 **408 S Tennessee Place**	$5,750.00
General-Tree Trimming and/or Removal	22716 10/12/2026	Axe II LLC 117 Central Ave SE Orange City, IA 51041 **Property Address:**	071130200100 **407 S Tennessee Place**	$5,750.00
General-Property Clean Up	22679 9/28/2026	Maskarina, Chad 109 N Madison Ave Mason City, IA 50401	070921000600	$ 194.88

General-Mowing	22714 10/5/2026	Anderson, David C 304 1/2 W State St Mason City, IA 50401 **Property Address:**	071645600900 **336 25th St SW**	$	95.00
General-Mowing	22711 10/5/2026	Bailey, Matthew C 609 S Georgia Ave Mason City, IA 50401	071033200500	$	95.00
General-Mowing	22688 9/29/2026	Baca, Wendy L 2847 E Olivine Rd Sun Tan Valley, AZ 85143 **Property Address:**	070330401500 **925 N Pennsylvania Ave**	$	95.00
General-Mowing	22703 10/5/2026	Carlson, Spencer D 912 N Jackson Ave Mason City, IA 50401	070433201700	$	95.00
General-Mowing	22708 10/5/2026	Dodge, Christina J 17 2nd Street NE Mason City, IA 50401 **Property Address:**	070947800700 **706 S Washington Ave**	$	95.00
General-Mowing	22704 10/5/2026	Dison, Daryl 115 6th St NW Mason City, IA 50401	070448000300	$	95.00
General-Mowing	22705 10/5/2026	Furleigh Properties LLC 811 N 56th Street Clear Lake, IA 50428 **Property Address:**	070943201900 **638 S Adams Ave**	$	95.00
General-Mowing	22710 10/5/2026	Kershner, Ryan A 323 7th St SE Mason City, IA 50401	071037600400	$	95.00
General-Mowing	22702 10/5/2026	Lavine, Derick L 441 Magowan Ave Iowa City, IA 52246 **Property Address:**	070432701900 **1004 N Van Buren Ave**	$	105.00
General-Mowing	22713 10/5/2026	Mayo, Victoria R 543 20th St SE Mason City, IA 50401	071533101100	$	95.00
General-Mowing	22712 10/5/2026	Mason City Storage Units LLC 251 Little Falls Dr Wilmington, DE 19808 **Property Address:**	070948400900 **22 10th St SW**	$	95.00

General-Mowing	22683 9/29/2026	Otto, Brendan H & Ilsa LB 1368 12th ST NE Mason City, IA 50401	070217601400	$ 125.00
General-Mowing	22701 10/5/2026	Rocket Mortgage LLC 635 Woodward Ave Detroit, MI 48226 **Property Address:**	070425200100 **525 15th St NW**	$ 105.00
General-Mowing	22691 9/29/2026	Samson, Brian E 328 23rd St SW Mason City, IA 50401	071640502200	$ 95.00
General-Mowing	22693 10/5/2026	Martinez Villarreal, Ben & Cleo 908 Johnston Street Cotulla, TX 78014 **Property Address:**	070930402400 **1002 6th St SW**	$ 95.00

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 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 11

The City of Mason City IOWA

CLERK DEPARTMENT

Memorandum

To: Mayor and Council

From: City Administrator

Date: December 1, 2026

RE: Certify EAB tree removals

Recommendation:
The City Council approved the creation of the Private Dead and Diseased Tree Program in July 2025 to assist property owners in financing the removals through a special assessment to taxes. 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.

/s/Aaron Burnett
Reviewed and Recommend Approval

RESOLUTION NO. 26 -

A RESOLUTION LEVYING SPECIAL ASSESSMENT FOR TREE REMOVAL 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, considerable efforts have been made to address dead or diseased trees on public property in light of the Emerald Ash Borer, and

WHEREAS, a program to assist property owners in financing the costs of the removals through a special assessment to taxes mechanism had been approved (Resolution No. 25-116), and

WHEREAS, the following invoices should be certified to the Cerro Gordo County Treasurer for collection:

Billed For	Number/Date Of Invoice	Owner & Address	Parcel Number	Charges
Special Assessment 10 Yr Tree Program	22738 11/3/2026	Pierson, Leslie A 1725 Hillcrest Dr Mason City, IA 50401	070840101300	$3,500.00
Special Assessment 10 Yr Tree Program	22771 11/10/2026	Smith, Nicholas W & Sandra D 510 5th St SE Mason City, IA 50401	071032801400	$3,050.00
Special Assessment 10 Yr Tree Program	22772 11/13/2026	Rowe, Paul A & Niki M 683 1st St SE Mason City, IA 50401	071025500800	$2,200.00
Special Assessment 10 Yr Tree Program	22793 11/20/2026	Ginapp, Joel A & Sandra 1007 10th St NE Mason City, IA 50401	070230300200	$2,500.00

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 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 12

The City of Mason City IOWA

FINANCE DEPARTMENT

Memorandum

To: Aaron Burnett, City Administrator

From: Cole Bockelmann, Finance Director

Date: November 24, 2026

RE: FY2025-26 Street Finance Report

Recommendation:
Staff recommends approval of the FY26 Street Finance Report (SFR).

Review:
Cities are required to submit the annual SFR to the Iowa Department of Transportation by December 1st of each year. This report summarizes revenues, expenditures, and bonds supported by State Road Use Tax (RUT). Mason City received $3,848,614.98 in RUT in FY26, which funds most street operations in Fund 110 as well as portions of debt service and street capital projects.

Budget Impact: N/A

Council Action Requested:
Approval of the FY26 Street Finance Report.

Attachments:
FY2025-26 Street Finance Report
Resolution Adopting FY26 Street Financial Report

Cole Bockelmann, Finance Director

Reviewed and Recommend Approval

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City Street Finance Report

Fiscal Year 2026

Mason City

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Expenses

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capitial Projects (300)	Utilities (600 & U0)	Grand Total
Salaries - Roads/Streets		$1,201,062				$140,883	$1,341,945
Benefits - Roads/Streets		$555,621				$106	$555,727
Training & Dues		$2,888					$2,888
Building & Grounds Maint. & Repair		$75,394					$75,394
Road Beautification		$75,502			$536,480		$611,982
Vehicle & Office Equip Operation and Repair		$574,008					$574,008
Other Utilities		$3,376					$3,376
Other Maintenance and Repair		$28,307				$53,000	$81,307
Insurance		$38,595					$38,595
Payments to othe agencies		$563					$563
Postage & Safety		$10,112					$10,112
New Posts & Signs		$96,135					$96,135
Replacement Posts & Signs		$1,930					$1,930
Other Capital Equipment					$193,972		$193,972
Storm Drainage		$78					$78
Street - New Roadway					$2,039,450		$2,039,450
Other Capital Outlay		$482,427			$466,894		$949,321

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City Street Finance Report

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	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capitial Projects (300)	Utilities (600 & U0)	Grand Total
Principal Payment				$1,755,340			$1,755,340
Interest Payment				$474,698			$474,698
Bond Registration Fees				$1,738			$1,738
Transfer Out		$452,931	$238,828			$1,930,298	$2,622,057
Street Lighting		$330,926					$330,926
Traffic Control/Safety	$85,688	$9,520					$95,208
Snow Removal		$110,571					$110,571
Highway Engineering	$137,161						$137,161
Depreciation & Building Utilities		$30,129					$30,129
Street Cleaning		$94,316					$94,316
Snow Removal Salaries		$200,606					$200,606
Total	$222,849	$4,374,997	$238,828	$2,231,776	$3,236,796	$2,124,287	$12,429,533

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City Street Finance Report

Fiscal Year 2026

Mason City

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Revenue

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capitial Projects (300)	Utilities (600 & U0)	Grand Total
Levied on Property	$222,849		$0	$2,231,776			$2,454,625
Other Taxes (Hotel, LOST)			$220,000				$220,000
Interest		$85,971			$55,694		$141,665
Rents & Leases		$850					$850
State Revenues - Road Use Taxes		$3,848,615					$3,848,615
Other State Grants - IDOT		$32,016			$40,000		$72,016
Charges/fees					$85,996	$2,071,286	$2,157,282
Contributions		$5,000					$5,000
Fuel Tax Refund		$20,035					$20,035
Sale of Property & Merchandise		$2,297					$2,297
Proceeds from Debt					$4,135,173		$4,135,173
Transfer In					$2,569,056	$53,001	$2,622,057
Total	$222,849	$3,994,784	$220,000	$2,231,776	$6,885,919	$2,124,287	$15,679,615

Bonds/Loans

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
FY25 Street Projects	$4,905,000	$460,000	$196,200	$219,793	$93,746	$4,445,000
FY23 Street Projects	$3,260,000	$445,000	$97,800	$211,485	$46,479	$2,815,000
2019 STREET PROJECT	$2,250,000	$700,000	$67,500	$293,243	$28,277	$1,550,000
2020 STREET PROJECTS	$2,745,000	$635,000	$54,900	$69,898	$6,043	$2,110,000
2021 Street Projects	$3,760,000	$895,000	$37,600	$383,842	$16,126	$2,865,000
2022 Street Projects	$2,540,000	$510,000	$50,800	$246,539	$24,557	$2,030,000
FY24 Street Projects	$7,430,000	$810,000	$371,500	$210,331	$96,467	$6,620,000
FY26 Street Projects	$8,600,000	$250,000	$339,000	$120,209	$163,003	$8,350,000
Total	$35,490,000	$4,705,000	$1,215,300	$1,755,340	$474,698	$30,785,000

Equipment

Description	Model Year	Usage Type	Cost	Purchased Status
Ford F150	2016	Purchased	$22,000	No Change
Ford 4x4	2016	Purchased	$27,000	No Change
Chevy Silverado C1500	2013	Purchased	$18,577	No Change
International 4300	2006	Purchased	$85,000	No Change
CASE 140H GRADER #64	2003	Purchased	$161,527	No Change
CASE 140H GRADER #62	2003	Purchased	$161,527	No Change
INTERNATIONAL 4400 SBA DUMP TRUCK #48	2014	Purchased	$165,660	No Change
CAT 924K LOADER #60	2013	Purchased	$95,920	No Change
INTERNATIONAL 4000 SERIES 4400 DUMP TRUCK #52	2015	Purchased	$100,680	No Change
INTERNATIONAL 4000 SERIES 4400 DUMP TRUCK #50	2015	Purchased	$80,950	No Change
CASE 721C LOADER #66	2000	Purchased	$157,909	No Change
ELGIN PELICAN NP 1244D NP30730 SWEEPER #69 Model Yr 2015	2009	Purchased	$198,415	Sold
CASE 590 SUPER M BACKHOE #74	2007	Purchased	$62,235	No Change
CAT SKID LOADER 287D #65	2016	Purchased	$90,042	No Change
GMC TC7H042 HIGH RANGER #87	2000	Purchased	$94,268	No Change
FORD F-350 TRUCK #7	2019	Purchased	$75,661	No Change
INTERNATIONAL 7500 TANDEM TRUCK #71	2010	Purchased	$119,364	Sold
CASE 621E LOADER #59	2011	Purchased	$108,250	No Change
INTERNATIONAL 7400 DUMP TRUCK #57	2006	Purchased	$114,911	Sold
INTERNATIONAL 7400 DUMP TRUCK #53	2011	Purchased	$101,680	No Change
FORD F-150 TRUCK #40	2019	Purchased	$30,260	No Change

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City Street Finance Report

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Description	Model Year	Usage Type	Cost	Purchased Status
JOHN DEERE 672G GRADER #63	2019	Purchased	$289,878	No Change
ELGIN PELICAN NP 1244D NP41568 SWEEPER #67	2018	Purchased	$211,895	No Change
INTERNATIONAL 7400 DUMP TRUCK #47	2011	Purchased	$101,680	No Change
INTERNATIONAL 4400 4X2 TRUCK #70	2012	Purchased	$98,227	No Change
INTERNATIONAL 7400 DUMP TRUCK #44	2008	Purchased	$78,624	No Change
FREIGHTLINER HIGH RANGER #89	2018	Purchased	$206,012	No Change
INTERNATIONAL 4400 SBA DUMP TRUCK #51	2012	Purchased	$158,760	No Change
INTERNATIONAL 4400 SBA 4X2 DUMP TRUCK #58	2013	Purchased	$100,241	No Change
INTERNATIONAL 4400 SBA DUMP TRUCK #55	2012	Purchased	$98,227	No Change
PETERBILT 548 TRUCK #53	2025	Purchased	$229,889	No Change
FREIGHTLINER 108SD TRUCK #46	2025	Purchased	$100,959	No Change
FREIGHTLINER 114SD TRUCK #71	2025	Purchased	$123,224	No Change
FREIGHTLINER 108SD TRUCK #44	2025	Purchased	$100,959	Sold
INTERNATIONAL HV607 SBA 6X4 TRUCK #76	2025	Purchased	$103,530	No Change
INTERNATIONAL MV607 SBA 4X2 TRUCK #49	2025	Purchased	$95,700	No Change
INTERNATIONAL MV607 SBA 4X2 TRUCK #57	2025	Purchased	$95,700	No Change
INTERNATIONAL MV607 SBA 4X2 TRUCK #43	2025	Purchased	$88,590	No Change
DODGE RAM 2500 TRADESMAN TRUCK #41	2023	Purchased	$88,901	No Change
Freightliner M2-106 Dump Truck #72	2018	Purchased	$116,183	No Change
Freightliner M2-106 Dump Truck #54	2021	Purchased	$129,026	No Change
Freightliner M2-106 Dump Truck #45	2021	Purchased	$129,026	No Change
JOHN DEERE 6420 TRACTOR-MOWER #79	2003	Purchased	$66,524	No Change

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City Street Finance Report

Fiscal Year 2026

Mason City

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Street Projects

Project Description	Contract Price	Final Price	Contractor Name
2025 Street Rehabilitation Program	$1,408,750	$1,408,750	McKiness Excavating
2025 Pavement Marking Program	$163,708	$163,708	Quality Striping
2025 Downtown Pedestrian Ramp Compliance Program	$125,261	$125,261	Mid-Continent Contracting

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City Street Finance Report

Fiscal Year 2026

Mason City

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Summary

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capitial Projects (300)	Utilities (600 & U0)	Grand Total
Begining Balance	$0	$2,280,409	$28,828	$0	$5,178,945	$0	$7,488,182
SubTotal Expenses (-)	$222,849	$3,922,066		$2,231,776	$3,236,796	$193,989	$9,807,476
Transfers Out (-)		$452,931	$238,828			$1,930,298	$2,622,057
Subtotal Revenues (+)	$222,849	$3,994,784	$220,000	$2,231,776	$4,316,863	$2,071,286	$13,057,558
Transfers In (+)					$2,569,056	$53,001	$2,622,057
Ending Balance	$0	$1,900,196	$10,000	$0	$8,828,068	$0	$10,738,264

Resolution Number:

Execution Date: Tuesday, December 1, 2026

Signature: Cole Bockelmann

RESOLUTION NO. 26 -

A RESOLUTION APPROVING THE OFFICIAL 2026 FISCAL YEAR STREET FINANCE REPORT FOR THE CITY OF MASON CITY, IOWA

WHEREAS, the official report of the City of Mason City, for the municipal streets and parking for the period from July 1, 2025 to June 30, 2026, has been prepared, which report consists of Street Finance Report, and

WHEREAS, said report appears to be in proper form and should be approved;

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

Section 1: That the official report of the City of Mason City, Iowa, for municipal streets and parking covering the period from July 1, 2025 to June 30, 2026, consisting of Street Finance Report, be and the same is hereby approved.

Section 2: That the City Clerk be and is hereby authorized and directed to file a certified copy of this report with the Iowa Department of Transportation, and with any other governmental body or agency which may request a copy of this report.

PASSED AND APPROVED this 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 13

The City of Mason City IOWA

FINANCE DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Cole Bockelmann, Finance Director
Date:	November 23, 2026
RE:	Fiscal Year 2025-26 Annual Financial Report (AFR)

Recommendation:
Staff recommends approval of the FY2025-26 Annual Financial Report.

Review:
Chapter 384.22 of Iowa Code requires cities to submit the Annual Financial Report (AFR) to the State Auditor's Office for the preceding fiscal year by December 1st. A one-page summary of the AFR is also required to be published, with ours scheduled for publication on December 1st.

The City increased its cash position in FY26 by nearly $2.4 million for a total of $47.34 million. Like most years, the overall amount of cash on hand depends on the status of capital projects and timing of debt issuance. This trend is reflected in the AFR by the Capital Projects category having the largest amount of expenditures at $14.15 million.

Mason City obtained a $43 million a low-interest loan from the State Revolving Loan Fund to finance the Water Reclamation Facility (WRF) Project. This is obviously a significant overhaul of the WRF, but it does not impact our overall General Obligation (GO) Debt Limit since this will be repaid through Sewer Fund revenue. The City remains significantly under the GO Debt Limit and is utilizing 47% of the statutory limit. Our total GO debt at the end of FY26 was $59.965 million.

Budget Impact: N/A

Council Action Requested:

Staff requests City Council adoption of the FY2025-26 Annual Financial Report.

Attachments:
FY2026 AFR
Resolution Adopting the FY2026 AFR

Cole Bockelmann, Finance Director

Reviewed and Recommend Approval

STATE OF IOWA 2026 FINANCIAL REPORT FISCAL YEAR ENDED JUNE 30, 2026 CITY OF MASON CITY, IOWA DUE: December 1, 2026	16201700300000 CITY OF MASON CITY 10 First Street NW MASON CITY IA 50401-3224 POPULATION: 27338

NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS

	Governmental (a)	Proprietary (b)	Total Actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes Levied on Property	17,602,752		17,602,752	17,810,716
Less: Uncollected Property Taxes-Levy Year	0		0	0
Net Current Property Taxes	17,602,752		17,602,752	17,810,716
Delinquent Property Taxes	0		0	0
TIF Revenues	2,606,353		2,606,353	2,620,011
Other City Taxes	8,097,224	0	8,097,224	7,823,153
Licenses and Permits	523,049	0	523,049	625,625
Use of Money and Property	2,035,433	963,804	2,999,237	2,520,163
Intergovernmental	12,631,961	285,213	12,917,174	19,063,601
Charges for Fees and Service	1,547,782	20,697,078	22,244,860	22,096,273
Special Assessments	0	0	0	0
Miscellaneous	6,479,040	1,007,101	7,486,141	8,335,663
Other Financing Sources	9,086,349	663,759	9,750,108	57,463,630
Transfers In	17,182,121	4,016,594	21,198,715	19,849,059
Total Revenues and Other Sources	77,792,064	27,633,549	105,425,613	158,207,894
Expenditures and Other Financing Uses				
Public Safety	13,923,466		13,923,466	14,724,716
Public Works	4,928,515		4,928,515	5,265,221
Health and Social Services	290,999		290,999	298,829
Culture and Recreation	5,005,337		5,005,337	4,924,615
Community and Economic Development	6,085,202		6,085,202	4,397,382
General Government	7,769,324		7,769,324	7,903,719
Debt Service	9,087,576		9,087,576	9,108,850
Capital Projects	14,150,984		14,150,984	26,323,388
Total Governmental Activities Expenditures	61,241,403	0	61,241,403	72,946,720
BUSINESS TYPE ACTIVITIES		20,594,104	20,594,104	70,510,053
Total All Expenditures	61,241,403	20,594,104	81,835,507	143,456,773
Other Financing Uses	0	0	0	
Transfers Out	14,022,530	7,176,185	21,198,715	19,849,059
Total All Expenditures/and Other Financing Uses	75,263,933	27,770,289	103,034,222	163,305,832
Excess Revenues and Other Sources Over (Under) Expenditures/and Other Financing Uses	2,528,131	-136,740	2,391,391	-5,097,938
Beginning Fund Balance July 1, 2025	33,228,884	11,726,682	44,955,566	44,955,566
Ending Fund Balance June 30, 2026	35,757,015	11,589,942	47,346,957	39,857,628

NOTE - These balances do not include the following, which were not budgeted and are not available for city operations:

Non-budgeted Internal Service Funds	Pension Trust Funds
Private Purpose Trust Funds	Agency Funds

Indebtedness at June 30, 2026	Amount	Indebtedness at June 30, 2026	Amount
General Obligation Debt	59,965,000	Other Long-Term Debt	0
Revenue Debt	46,845,250	Short-Term Debt	0
TIF Revenue Debt	0		
		General Obligation Debt Limit	128,170,237

CERTIFICATION

The forgoing report is correct to the best of my knowledge and belief

Signature of Preparer	**Publication** 12/1/2026
Printed name of Preparer Cole Bockelmann	Phone Number 641-421-3613
	Date Signed
Signature of Mayor or Mayor Pro Tem (Name and Title)	

PLEASE PUBLISH THIS PAGE ONLY

REVENUE P3

CITY OF MASON CITY
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2026

GAAP / Modified

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Section D - Intergovernmental - Continued	41										41
State Shared Revenues	43										43
Road Use Taxes	44		3,848,615					3,848,615		3,848,615	44
Other state grants and reimbursements	48										48
State grants	49	535,504	293,673			4,516,692		5,345,869		5,345,869	49
Iowa Department of Transportation	50							0		0	50
Iowa Department of Natural Resources	51							0		0	51
Iowa Economic Development Authority	52							0		0	52
CEBA grants	53							0		0	53
C&I Replacement and Tier I Business Tax Replacement	54	621,584			168,417			790,001		790,001	54
Police Grants	55	42,334						42,334		42,334	55
Fire Grants	56	3,023						3,023		3,023	56
	57							0		0	57
	58							0		0	58
	59							0		0	59
Total State	60	1,202,445	4,142,288	0	168,417	4,516,692	0	10,029,842	0	10,029,842	60
Local Grants and Reimbursements											
County Contributions	63	107,553						107,553		107,553	63
Library Service	64	3,800						3,800		3,800	64
Township Contributions	65							0		0	65
Fire/EMT Service	66							0		0	66
Museum Grant	67	75,818						75,818		75,818	67
	68							0		0	68
	69							0		0	69
Total Local Grants and Reimbursements	70	187,171	0	0	0	0	0	187,171	0	187,171	70
Total Intergovernmental (Sum of lines 33, 60, and 70)	71	2,919,855	4,424,137	0	168,417	5,119,552	0	12,631,961	285,213	12,917,174	71
Section E -Charges for Fees and Service	72										72
Water	73							0	7,180,542	7,180,542	73
Sewer	74							0	6,993,516	6,993,516	74
Electric	75							0		0	75
Gas	76							0		0	76
Parking	77							0	62,130	62,130	77
Airport	78	148,863						148,863		148,863	78
Landfill/garbage	79							0	2,009,650	2,009,650	79
Hospital	80							0		0	80

REVENUE P5

CITY OF MASON CITY
REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2026

GAAP / Modified

Item Description		General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of (g) and (h)) (i)	
Total All Revenues (Sum of lines 6, 7, 15,16,22, 71, 104, 106, and 120)	121	17,964,729	19,489,806	2,606,353	4,387,608	6,901,362	173,736	51,523,594	22,953,196	74,476,790	121
Section H - Other Financing Sources	123										123
Proceeds of capital asset sales	124	3,396						3,396		3,396	124
Proceeds of long-term debt (Excluding TIF internal borrowing)	125				159,370	8,923,583		9,082,953	663,759	9,746,712	125
Proceeds of anticipatory warrants or other short-term debt	126							0		0	126
Regular transfers in and interfund loans	127	6,102,289	1,457,203		4,784,121	4,838,508		17,182,121	4,016,594	21,198,715	127
Internal TIF loans and transfers in	128							0		0	128
	129							0		0	129
	130							0		0	130
Total Other Financing Sources	131	6,105,685	1,457,203	0	4,943,491	13,762,091	0	26,268,470	4,680,353	30,948,823	131
Total Revenues Except for Beginning Balances (Sum of lines 121 and 131)	132	24,070,414	20,947,009	2,606,353	9,331,099	20,663,453	173,736	77,792,064	27,633,549	105,425,613	132
Beginning Fund Balance July 1, 2025	134	8,898,781	12,472,768	168,164	576,689	9,963,497	1,148,985	33,228,884	11,726,682	44,955,566	134
Total Revenues and Other Financing Sources (Sum of lines 132 and 134)	136	32,969,195	33,419,777	2,774,517	9,907,788	30,626,950	1,322,721	111,020,948	39,360,231	150,381,179	136

EXPENDITURES P7

CITY OF MASON CITY
EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2026 -- Continued

GAAP / Modified

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Section E - Community and Economic Development	51										51
Community beautification	52							0		0	52
Economic development	53		714,403					714,403		714,403	53
Housing and urban renewal	54							0		0	54
Planning and zoning	55	370,937	61,451					432,388		432,388	55
Other community and economic development	56	1,685,313				2,501,067		4,186,380		4,186,380	56
TIF Rebates	57			752,031				752,031		752,031	57
	58							0		0	58
Total Community and Economic Development	59	2,056,250	775,854	752,031	0	2,501,067	0	6,085,202		6,085,202	59
Section F - General Government	60										60
Mayor, Council and City Manager	61	340,308	62,176					402,484		402,484	61
Clerk, Treasurer, Financial Administration	62	418,136	102,993					521,129		521,129	62
Elections	63	13,713						13,713		13,713	63
Legal Services and City Attorney	64	96,829						96,829		96,829	64
City Hall and General Buildings	65	222,098						222,098		222,098	65
Tort Liability	66	722,112						722,112		722,112	66
Other General Government	67	747,784	5,043,175					5,790,959		5,790,959	67
	68							0		0	68
	69							0		0	69
Total General Government	70	2,560,980	5,208,344		0	0	0	7,769,324		7,769,324	70
Section G - Debt Service	71				9,087,576			9,087,576		9,087,576	71
	72							0		0	72
	73							0		0	73
Total Debt Service	74	0	0	0	9,087,576	0	0	9,087,576		9,087,576	74
Section H - Regular Capital Projects - Specify	75										75
	76		600,352			13,550,632		14,150,984		14,150,984	76
	77							0		0	77
Subtotal Regular Capital Projects	78	0	600,352		0	13,550,632	0	14,150,984		14,150,984	78
TIF Capital Projects - Specify	79										79
	80							0		0	80
	81							0		0	81
Subtotal TIF Capital Projects	82	0	0		0	0	0	0		0	82
Total Capital Projects	83	0	600,352		0	13,550,632	0	14,150,984		14,150,984	83
Total Governmental Activities Expenditures (Sum of lines 14, 28, 39, 50, 59, 70, 74, 83)	84	22,764,259	12,585,838	752,031	9,087,576	16,051,699	0	61,241,403		61,241,403	84
	85										85

TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"

CITY OF MASON CITY

EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2026 -- Continued

GAAP / Modified

Item description	Line	General (a)	Special Revenue (b)	TIF Special Revenue (c)	Debt Service (d)	Capital Projects (e)	Permanent (f)	Total Governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Grand Total (Sum of col. (g)) (i)	Line
Subtotal Expenditures (Sum of lines 84 and 129)	130	22,764,259	12,585,838	752,031	9,087,576	16,051,699	0	61,241,403	20,594,104	81,835,507	130
Section J - Other Financing Uses Including Transfers Out	131										131
Regular transfers out	132	1,196,188	12,176,426		13,666	580,830	55,420	14,022,530	7,176,185	21,198,715	132
Internal TIF loans/repayments and transfers out	133							0		0	133
	134							0		0	134
Total Other Financing Uses	135	1,196,188	12,176,426	0	13,666	580,830	55,420	14,022,530	7,176,185	21,198,715	135
Total Expenditures and Other Financing Uses (Sum of lines 130 and 135)	136	23,960,447	24,762,264	752,031	9,101,242	16,632,529	55,420	75,263,933	27,770,289	103,034,222	136
	137										137
Ending fund balance June 30, :	138										138
Governmental:	139										139
Nonspendable	140							0		0	140
Restricted	141	407,246	8,657,513	2,022,486	806,546	10,028,369	1,267,301	23,189,461		23,189,461	141
Committed	142							0		0	142
Assigned	143	2,101,502				3,966,052		6,067,554		6,067,554	143
Unassigned	144	6,500,000						6,500,000		6,500,000	144
Total Governmental	145	9,008,748	8,657,513	2,022,486	806,546	13,994,421	1,267,301	35,757,015		35,757,015	145
Proprietary	146								11,589,942	11,589,942	146
Total Ending Fund Balance June 30,	147	9,008,748	8,657,513	2,022,486	806,546	13,994,421	1,267,301	35,757,015	11,589,942	47,346,957	147
Total Requirements (Sum of lines 136 and 147)	148	32,969,195	33,419,777	2,774,517	9,907,788	30,626,950	1,322,721	111,020,948	39,360,231	150,381,179	148

https://dom-localgov.iowa.gov/afr?id=10636

11/23/26, 10:00 AM Local Government Property Valuation System

CITY DEBT DETAIL - LT DEBT1

Debt Series Name		Type of Debt	Date of Issuance	Debt Resolution	Rate Range	Voted	Amount of Issue	Principal Outstanding July 1, 2025	Fiscal Year Principal Paid	Fiscal Year Interest Paid	Tied to Other Debt	Purpose of Debt	Projects Funded by Debt
TIF Agreements	1	TIF Agreement	06-30-2026	TIF	0	No Vote - Non-GO	2,618,000	1,939,109	594,673	0		TIF Revenue	TIF Rebates for Development Agreements
Series 2018	2	GO	09-05-2018	18-158	0.00 - 5.59	No Vote - Essential GO	5,550,000	2,250,000	700,000	67,500		General Obligation (GO)	Police and Fire Equipment; Parks Improvements
Series 2019A	3	GO	04-16-2019	19-66	0.00 - 3.55	Voted	16,150,000	12,710,000	750,000	441,313		General Obligation (GO)	River City Renaissance Arena
Series 2019B	4	GO	04-16-2019	19-68	0.00 - 0.00	Voted	4,665,000	2,000,000	500,000	0		General Obligation (GO)	Library Bond Refunding
Series 2019C	5	GO	09-04-2019	19-197	0.00 - 0.00	No Vote - Essential GO	5,905,000	2,745,000	635,000	0		General Obligation (GO)	Street projects, police and fire equipment
Series 2019D	6	GO	09-04-2019	19-195	0.00 - 0.00	Voted	6,115,000	4,480,000	320,000	0		General Obligation (GO)	River City Renaissance Arena and Pavilion
Series 2020A	7	GO	08-04-2020	20-153	0.00 - 0.00	No Vote - Essential GO	6,845,000	3,760,000	895,000	0		General Obligation (GO)	Street Projects and Police and Fire Equipment
Series 2021A	8	GO	07-20-2021	21-204	0.00 - 0.00	No Vote - Essential GO	3,950,000	2,540,000	510,000	0		General Obligation (GO)	Street Projects and Police and Fire Equipment
Series 2021B	9	GO	07-20-2021	21-206	0.00 - 0.00	Voted	8,185,000	7,735,000	150,000	0		General Obligation (GO)	River City Renaissance Hotel & Skywalk
Series 2022	10	GO	08-02-2022	22-175	0.00 - 0.00	No Vote - Essential GO	4,545,000	3,260,000	445,000	0		General Obligation (GO)	Street and Airport Projects; PD/FD Renovations
Series 2023A	11	GO	08-01-2023	23-173	0.00 - 0.00	No Vote - Essential GO	9,050,000	7,430,000	810,000	0		General Obligation (GO)	Street and Airport Projects; PD/FD Rennovation
Series 2023B	12	GO	08-01-2023	23-174	0.00 - 0.00	No Vote - Essential GO	5,000,000	4,385,000	410,000	0		General Obligation (GO)	Trail Extension and Improvemetns
Series 2024A	13	GO	07-16-2024	24-162	0.00 - 0.00	No Vote - Essential GO	5,215,000	4,905,000	460,000	0		General Obligation (GO)	Street and Water Projects
Series 2025	14	GO	08-20-2025	1	0.00 - 0.00	No Vote - Essential GO	8,600,000	0	250,000	0		General Obligation (GO)	FY26 CIP - Street/Utility projects, Street Equip, Airport Equipment and Projects, and Garbage Trucks
2009CW SRF Loan	15	Revenue	07-01-2008	08-275	0.00 - 0.00	No Vote - Non-GO	13,000,000	3,304,000	787,000	0		Sewer Utility	2009 Wastewater Plant Improvements
2026CW SRF	16	Revenue	06-18-2026	1	0.00 - 0.00	No Vote - Non-GO	43,000,000	0	0	0		Sewer Utility	2026 Nutrient Reduction Plan
2025DW SRF	17	Revenue	12-12-2025	1	0.00 - 0.00	No Vote - Non-GO	1,328,250	0	0	0		Water Utility	P&D SRF Loan for Water Plant Upgrades
	18	-				-						-	-
	19	-				-						-	-
	20	-				-						-	-

CITY DEBT DETAIL - LT DEBT3

Debt Series Name		Type of Debt	Date of Issuance	Debt Resolution	Rate Range	Voted	Amount of Issue	Principal Outstanding July 1, NaN	Fiscal Year Principal Paid	Fiscal Year Interest Paid	Tied to Other Debt	Purpose of Debt	Projects Funded by Debt
	41	-				-						-	-
	42	-				-						-	-
	43	-				-						-	-
	44	-				-						-	-
	45	-				-						-	-
	46	-				-						-	-
	47	-				-						-	-
	48	-				-						-	-
	49	-				-						-	-
	50	-				-						-	-
	51	-				-						-	-
	52	-				-						-	-
	53	-				-						-	-
	54	-				-						-	-
	55	-				-						-	-
	56	-				-						-	-
	57	-				-						-	-
	58	-				-						-	-
	59	-				-						-	-
	60	-				-						-	-

CITY DEBT DETAIL - LT DEBT5

Debt Series Name		Type of Debt	Date of Issuance	Debt Resolution	Rate Range	Voted	Amount of Issue	Principal Outstanding July 1, NaN	Fiscal Year Principal Paid	Fiscal Year Interest Paid	Tied to Other Debt	Purpose of Debt	Projects Funded by Debt
	81	-				-						-	-
	82	-				-						-	-
	83	-				-						-	-
	84	-				-						-	-
	85	-				-						-	-
	86	-				-						-	-
	87	-				-						-	-
	88	-				-						-	-
	89	-				-						-	-
	90	-				-						-	-
	91	-				-						-	-
	92	-				-						-	-
	93	-				-						-	-
	94	-				-						-	-
	95	-				-						-	-
	96	-				-						-	-
	97	-				-						-	-
	98	-				-						-	-
	99	-				-						-	-
	100	-				-						-	-

CITY DEBT DETAIL - LT DEBT7

Debt Series Name		Type of Debt	Date of Issuance	Debt Resolution	Rate Range	Voted	Amount of Issue	Principal Outstanding July 1, NaN	Fiscal Year Principal Paid	Fiscal Year Interest Paid	Tied to Other Debt	Purpose of Debt	Projects Funded by Debt
	121	-				-						-	-
	122	-				-						-	-
	123	-				-						-	-
	124	-				-						-	-
	125	-				-						-	-
	126	-				-						-	-
	127	-				-						-	-
	128	-				-						-	-
	129	-				-						-	-
	130	-				-						-	-
	131	-				-						-	-
	132	-				-						-	-
	133	-				-						-	-
	134	-				-						-	-
	135	-				-						-	-
	136	-				-						-	-
	137	-				-						-	-
	138	-				-						-	-
	139	-				-						-	-
	140	-				-						-	-

RESOLUTION NO. 26 -

A RESOLUTION APPROVING THE FY 2026 FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2026, FOR THE CITY OF MASON CITY, IOWA

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

Section 1: That the 2026 Financial Report for Fiscal Year Ending June 30, 2026, for the City of Mason City, Iowa, be and the same is hereby approved.

Section 2: That the Mayor is authorized and the City Clerk hereby directed to execute all documents related to the Annual Financial Report to be filed with the State of Iowa, Office of the State Auditor.

PASSED AND APPROVED this 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 14

The City of Mason City IOWA

FINANCE DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Cole Bockelmann, Finance Director
Date:	November 23, 2026
RE:	SRF Planning and Design Loan – Engagement Letter and Resolution Setting a Public Hearing

Recommendation:
Staff recommends authorization for the City Administrator to sign an Engagement Letter with Dorsey & Whitney for Bond Counsel Services and a resolution setting a public hearing for a Planning and Design (P&D) Loan.

Review:
The City has spent several months developing a Lead Service Line Replacement Program to comply with state and federal regulations, which requires the removal and replacement of all lead and/or galvanized water service lines. Our efforts culminated to inclusion on the State Revolving Loan Fund's (SRF) Project Priority List, meaning that the City has been selected for SRF Funding for Phases 1-3 of the project.

Dorsey & Whitney has typically served as the City's Bond Counsel for debt issuance and has provided an Engagement Letter to do so for this SRF Loan. Following approval of the engagement letter, the City Council must hold a public hearing prior to approving the loan. The attached resolution has been prepared by Bond Counsel and schedules a public hearing for the December 15th Council meeting.

The public hearing is for the Planning and Design (P&D) portion of the SRF Loan and has a 0% interest rate. Once the design phase is completed and the project is bid, the P&D Loan amount is wrapped into the SRF construction loan.

Budget Impact:
Dorsey & Whitney's fees for the P&D Loan will be $25,000 and the loan itself is for $1.916 million. The cost of issuance and entire P&D loan will be wrapped into the SRF Construction Loan and eligible for reimbursement.

Council Action Requested:

Authorization for the City Administrator to sign an Engagement Letter with Dorsey & Whitney for Bond Counsel Services and a approval of a resolution setting a public hearing for a Planning and Design (P&D) Loan for December 15, 2026.

Attachments:
Engagement Letter
Resolution Setting a Public Hearing for December 15th.

Cole Bockelmann, Finance Director

Reviewed and Recommend Approval

RESOLUTION NO. 26 -

RESOLUTION TO FIX A DATE FOR A PUBLIC HEARING ON PROPOSAL TO ENTER INTO A WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT AND TO BORROW MONEY THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED $1,915,250

WHEREAS, the City of Mason City (the "City"), in Cerro Gordo County, State of Iowa, did heretofore establish a Municipal Waterworks Utility System (the "Utility") in and for the City which has continuously supplied water service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the "Council") and no board of trustees exists for this purpose; and

WHEREAS, the City now proposes to enter into a Water Revenue Loan and Disbursement Agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed $1,915,250, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to the Utility (the "Project"), and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Agreement and to give notice thereof as required by such law;

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

Section 1. This City Council shall meet on December 15, 2026, at the Mason City Room of the Mason City Public Library, in the City, at 7:00 o'clock p.m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held, by publication at least once, not less than four (4) and not more than twenty (20) days before the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO ENTER INTO A LOAN AND DISBURSEMENT AGREEMENT IN A PRINCIPAL AMOUNT NOT TO EXCEED $1,915,250

(WATER REVENUE)

The City Council of the City of Mason City, Iowa, will meet on December 15, 2026, at the Mason City Room of the Mason City Public Library, in the City, at 7:00 o'clock p.m., for the purpose of instituting proceedings and taking action to enter into a loan and disbursement agreement (the "Agreement") and to borrow money thereunder in a principal amount not to exceed $1,915,250, for the purpose of paying the cost, to that extent, of planning, designing and constructing improvements and extensions to Municipal Waterworks Utility System (the "Utility") of the City.

The Agreement will not constitute a general obligation of the City, nor will it be payable in any manner by taxation, but together with any additional obligations of the City as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the Net Revenues of the Utility.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Agreement. After receiving objections, the City may determine to enter into the Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Mason City, Iowa.

Aaron Burnett
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the "Regulations") of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately $1,915,250, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the "Bonds"), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of $100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved this December 1, 2026.

_____
Mayor

Attest:

_____
City Clerk

Council Agenda Item 15

The City of Mason City IOWA

PUBLIC WORKS DEPARTMENT

Memorandum

To: Aaron Burnett, City Administrator

From: Jim Collins, Director of Public Works

Date: November 20, 2026

RE: Replacement of Street Sweeper Damaged in July 30, 2026, Accident

---

Recommendation:

It is recommended that the City Council authorize the purchase of a new TYMCO Model 600 street sweeper for $377,230.00 through Sourcewell.

Review:

On July 30, 2026, a motorist struck the City's 2015 Elgin street sweeper while it was cleaning Highway 65. The Iowa State Patrol report identifies an improper lane change by the other driver. The sweeper was subsequently determined to be a total loss. The City received a $99,875.83 insurance settlement. To restore street sweeping capacity, staff obtained two quotations for new sweepers: $361,824.05 from MacQueen for an Elgin RegenX and $377,230.00 for a TYMCO Model 600 through Armor Equipment/TYMCO. Both are offered through Sourcewell purchasing contracts. Although the TYMCO costs $15,405.95 more, staff recommend it because its built-in sweeping system provides superior curb-cleaning performance, an important consideration for the City's street sweeping operations.

Budget Impact:

The Street Division Capital Improvement Plan includes a Vehicle Replacement project with $380,000 programmed for FY 2027–28. After applying the $99,875.83 insurance settlement, the net replacement cost would be $277,354.17.

Council Action Requested:

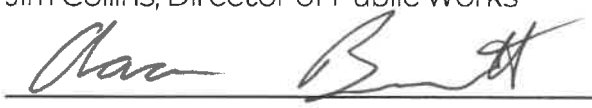
It is recommended that the City Council authorize the purchase of one new TYMCO Model 600 street sweeper for $377,230.00 through Sourcewell.

Attachments:

MacQueen Elgin RegenX & TYMCO Model 600 Quotes

Jim Collins

Jim Collins, Director of Public Works



Reviewed and Recommend Approval

Sweeper Quote

Sweeper Model: Model 600®

Sourcewell Contract #: 062425 (Dec. 11, 2025 - Oct. 27, 2029)

Customer:	**City of Mason City, IA**
Sourcewell Member #:	**137915**
Customer Contact Name:	**Dan Kamn, Street Supervisor**
Customer Phone:	**641.420.7778**
Customer E-Mail:	**dkamn@masoncity.net**
TYMCO® Dealer:	**Armor Equipment**
Quote Date:	**11/3/2026**
Quote Validity:	**30 Days**
Quoted By:	**Kaye Morgan**
FOB:	**Mason City, IA**
Delivery ARO:	**180-210 Days - See NOTE Below**

Purchasing Details: Issue Purchase Orders to TYMCO, Inc., ATTN: Kaye Morgan (kaye.morgan@tymco.com | 254-799-5546).

Quote is Good for 30 Days (Unless Otherwise Noted Above) | Pricing is Quoted in US Dollars (USD) | Payment Terms: Net 30 Days

Model 600® Sweeper Standard Equipment

Auxiliary Engine: John Deere diesel turbocharged 4045T Final Tier 4; 4 cylinder; 4.5 L (275 CID); 99 HP @ 2200 RPM; Torque 315 ft. lb. @ 1600 RPM; fuel/water separator, fuel filter; Donaldson PowerCore ® air filter with scavenged pre-filter; Remote oil filter; 3.8 useable gallon Diesel Exhaust Fluid (DEF) tank. Includes John Deere Standard Warranty coverage 2 Years / 2000 Hours and Extended Warranty coverage up to 5 Years / 5000 Hours, contact factory for details.

Auxiliary Engine Air Filter Restriction Indicator with Gauge (In-Cab): A filter restriction gauge included on the in-cab BlueLogic display with an audio and visual high restriction indicator.

Auxiliary Engine Protection System: Engine ECU to provide automatic engine monitoring with derate or shutdown when engine problem is detected such as high coolant temperature or low oil pressure.

Auxiliary Fuse Panel: A 12V DC fused power source panel for any needed additional electrical components or accessories, i.e. radios, warning lights, controls, etc.

Auxiliary Hydraulic System: Electrically operates hydraulic system without auxiliary engine (for raising gutter broom, pick-up head and dumping hopper)

Back-Up Alarm

BlueLogic® Control System: Multiplexed electrical system includes hardware and TYMCO® designed software that integrates the in-cab controls to the auxiliary engine and all sweeper functions; as well as provides intelligent safety features. The BlueLogic Control System provides sweeper and auxiliary engine data to the operator through the touchscreen display and the multiplexed switch pack. The display is pedestal mounted for improved visibility and includes hour meters (Trip and Total) for the auxiliary engine, gutter brooms, pick-up head, blower, water pump, and BAH broom if applicable; sweeper odometer (records curb miles swept and sweeping hours), service reminders, custom reminders, overspeed warning, low water audible alarm, dust control system winterization guide and On-Board Diagnostics (OBD) for the auxiliary engine and sweeper.

Duo Skids: Warranty - 2 YRS / 2000 hours prorated

Dust Control System: 220 gallon capacity polyethylene water tank; 5 gpm electric diaphragm type pump; low water audible alarm and message on BlueLogic display; external water level indicator; spray nozzles around pick-up head, gutter broom(s) and inside hopper.

GPS Sweeping Status Kit: This option gives the ability for users to easily access sweeper inputs for their individual fleet's GPS solutions provider

Gutter Brooms (Twin), LED Floodlights and Parabolic Mirrors: Left and right side mounted 43" diameter wire filled digger type; adjustable LED floodlight for each gutter broom; 10.5" parabolic mirrors.

High Capacity Dust Separator

Hydraulic System Protection: Hydraulic filter restriction indicator mounted in filter manifold; sight level gauge mounted on tank. BlueLogic control system continually monitors oil temperature.

LED Alternating Warning Lights: Mounted on rear of hopper (2 oval lights)

LED Amber Beacon Light: Mounted on top of hopper in center position

LED Floodlights: Mounted on rear of hopper (2 lights)

LED Stop/Turn/Tail/Clearance Lights

Pressure Bleeder: Air pressure is deflected out, allowing additional suction across the front of pick-up head.

Rear View Camera System: Heavy duty rear infrared camera with 7" color monitor mounted in cab

Reverse Pick-Up Head System: Assists in backing up with Pick-Up Head down

Rubber Lined Blower: Warranty - 1 YR / 1,000 hours prorated

Water Fill Hose & Rack: Flexible 20 foot long water tank fill hose with 2-1/2 inch hydrant coupling with rack mount. System incorporates air gap.

Work Platform: Easily accessible work platform located between truck cab and sweeper. Standard equipment with conventional chassis with 165" WB and horizontal exhaust. ***Not available with Extra Water Capacity or Chassis Vertical Exhaust.***

Sweeper Warranty: Warranty - 1 YR / 1,000 hours (Contact Factory for Details)

Section / Type	Qty	Model 600® Sweeper and Cab/Chassis Equipment	Sourcewell Catalog Price	Sourcewell Net Price (After 5% Discount)	Net Price Extended
600000	1	Model 600® Sweeper with Standard Equipment (Base Price)	$210,500.00	$199,975.00	$199,975.00
1	Auxiliary Engine | Hydraulic Options:				
600103	1	Auxiliary Engine Remote Oil Sight Gauge	$824.00	$782.00	$782.00
2	Gutter Broom Options:				
600022-B	1	Gutter Broom Tilt Adjuster: Right	$878.00	$834.00	$834.00
600022-A	1	Gutter Broom Tilt Adjuster: Left	$878.00	$834.00	$834.00
600081-B	1	Gutter Broom Drop Down: Right	$878.00	$834.00	$834.00
600081-A	1	Gutter Broom Drop Down: Left	$878.00	$834.00	$834.00
600070	1	Gutter Broom Variable Speed: Right and Left	$824.00	$782.00	$782.00
3	Dust Control System Options:				
600005	1	CAT 290 Water Pump with HI/Low Pressure Washdown System	$1,865.00	$1,771.00	$1,771.00
600021	1	Extra Water Capacity - 330 Gallons: COMDEX®	$4,933.00	$4,686.00	$4,686.00
600013	1	Sweeper Deluge System	$1,097.00	$1,042.00	$1,042.00
600033-A	1	Additional Water Nozzle: Left Gutter Broom	$440.00	$418.00	$418.00
600033-B	1	Additional Water Nozzle: Right Gutter Broom	$440.00	$418.00	$418.00
600033-C	1	Additional Water Nozzle: Hopper	$440.00	$418.00	$418.00
Unpublished	1	Additional Water Nozzles: Pick-Up Head *When Ordered with Low Emissions Package*	$632.00	$600.00	$600.00
600090	1	Hose Reel	$1,427.00	$1,355.00	$1,355.00
600010	1	Hydrant Wrench	$57.00	$54.00	$54.00
600077	1	Low Emissions Package *South Coast AQMD Rule 1186 Compliant*	$1,646.00	$1,563.00	$1,563.00
600066	1	Shop Air Purge	$440.00	$418.00	$418.00
600009	1	Water Tank Level Gauge	$659.00	$626.00	$626.00
4	Hopper Options:				
600036	1	Abrasion Protection Package	$1,043.00	$990.00	$990.00
600084	1	Dump Switch in Cab	$222.00	$210.00	$210.00
600091	1	Stainless Steel Hopper (Exchange)	$24,114.00	$22,908.00	$22,908.00
600098	1	Stainless Steel Bolt-On Blower Housing (Exchange)	$1,646.00	$1,563.00	$1,563.00
600092	1	Stainless Steel Hopper Drain System (Standard Capacity)	$824.00	$782.00	$782.00
5	Pick-Up Head Options:				
600076	1	Linear Actuator w/Gauge - Pressure Bleeder	$495.00	$470.00	$470.00
600063	1	Pick-Up Head Curtain Lifter	$1,646.00	$1,563.00	$1,563.00
600099	1	Removable Front Curtain Set	$276.00	$262.00	$262.00
600037	1	Skid Bumper Extension Set (3")	$276.00	$262.00	$262.00
600059	1	Pick-Up Head Pressure Inlet Water Injection System	$1,974.00	$1,875.00	$1,875.00
6	Auxiliary Hand Hose Options:				
7	Camera System Options:				
600008-C	1	Pick-Up Head View - Full Width	$1,097.00	$1,042.00	$1,042.00
600002	1	CurbView™ Camera System: Right Side Gutter Broom View	$4,932.00	$4,685.00	$4,685.00
8	Sweeper Additional Options:				
600075	1	Auto Sweep Assist (ASA)	$2,743.00	$2,605.00	$2,605.00
600007	1	Floodlight - LED (Additional): Price per Each	$222.00	$210.00	$210.00
	Location:	*Pick-Up Head - Right Side*			
Unpublished	1	Sweeper Paint: TYMCO® Standard White	$0.00	$0.00	$0.00
9	Special Sweeper Options:				
10	Cab | Chassis:				
Unpublished	1	2026 Freightliner M2-106, 33,000 lb. GVWR, 165" WB, Diesel (1-SPD) Single Left Steer	$109,175.00	$109,175.00	$109,175.00
11	Chassis Additional Options				
600834	1	Battery Disconnect Switch	$460.00	$460.00	$460.00
600803	1	Fire Extinguisher	$103.00	$103.00	$103.00
600804	1	Hazard Reflectors	$103.00	$103.00	$103.00
600807	1	LED Alternating Warning Light Set: Front Grille	$460.00	$460.00	$460.00
Unpublished	1	LED Alternating Warning Light Set: Rear (Additional)	$450.00	$450.00	$450.00
600840	1	LED Amber Light Bar: Cab Mounted	$1,837.00	$1,837.00	$1,837.00
600823	1	LED Amber Traffic Directing Light: Rear Mounted	$817.00	$817.00	$817.00
600813-A	1	Parabolic Mirror Head: 12" - LH (Exchange)	$77.00	$77.00	$77.00
600813-B	1	Parabolic Mirror Head: 12" - RH (Exchange)	$77.00	$77.00	$77.00
Unpublished	1	Truck Paint: Standard Factory White	$0.00	$0.00	$0.00

12	Special Chassis Options:				
13	Take-Off Items - Sweeper & Chassis				
14	Dealer Installed Options:				
15	Additional Options:				
Unpublished	1	Freight / PDI / Inservice	$4,500.00	$4,500.00	$4,500.00
Unpublished	1	Tariff Surcharge- 2026 Model Year Freightliner	$1,500.00	$1,500.00	$1,500.00

Purchasing Details: Issue Purchase Orders to TYMCO, Inc., ATTN: Kaye Morgan
(kaye.morgan@tymco.com | 254-799-5546).
Quote is Good for 30 Days (Unless Otherwise Noted Above) | Pricing is Quoted in US Dollars (USD) | Payment Terms: Net 30 Days

Total Price:	$377,230.00
FOB:	Mason City, IA
Delivery ARO:	180-210 Days - See NOTE Below

Notes		
	1.	NOTE: Delivery Subject to Truck Availability.
	2.	Make Purchase Order to: TYMCO, Inc. (email to: kaye.morgan@tymco.com)

MACQUEEN™ MINNESOTA WISCONSIN IOWA NEBRASKA MICHIGAN OHIO

November 13, 2026



Dan Kamm
Street Supervisor
City of Mason City

Dear Dan,

Per your request, MacQueen is pleased to provide the following proposal for a new Elgin RegenX Street Sweeper through Sourcewell Contract #093021-ELG. The proposed configuration includes options selected to meet the operational needs identified by the City of Mason City Public Works Department.

As a participating Sourcewell Member (#137915), the City of Mason City may purchase through this competitively solicited contract, streamlining the procurement process while receiving contract pricing.

Description

QTY	PART NUMBER	DESCRIPTION	LIST PRICE
1	REGENX-RM-33K	REGENX-RM-33K	$0.00
1	1130001	RM-JD 74 HP T4F-M2	$164,680.00
1	1109607	12" CONVEX MIRRORS	$445.00
1	1032481	16' 8" FILL HOSE	$0.00
1	1061886	HYDRAULIC OIL LEVEL GAUGE W/THERMOMETER	$260.00
1	1130044	TOOL BOX RIGHT HAND	$945.00
1	1130046	DUAL SIDEBROOM AND SINGLE PICKUP HEAD WORK LIGHTS	$790.00
1	1130047	FRONT SPRAY BAR	$970.00
1	1130049	FRONT AND REAR LED BEACONS WITH REAR ARROWSTICK	$3,410.00
1	1130055	IN CAB HOPPER DUMP	$1,620.00

1	1130056	LIFELINER HOPPER	$10,835.00
1	1130061	STAINLESS STEEL INSPECTION DOOR RIGHT HAND	$640.00
1	1130065	304 STAINLESS STEEL HOPPER SCREENS	$5,895.00
1	1130776	HOPPER DELUGE-RM	$1,425.00
1	1131222	LEFT HAND SIDEBROOM TILT 12 DEGREE	$935.00
1	1131223	RIGHT HAND SIDEBROOM TILT 12 DEGREE	$935.00
1	1131236	AUXILIARY HYDRAULIC PUMP	$1,550.00
1	1131536	HOPPER WITH 6 INCH DRAIN WITH LIFELINER	$1,090.00
1	1132629	RED LOGO PACKAGE	$0.00
1	1133498	HYDRAULIC TEMPERATURE SHUTDOWN	$220.00
1	1133671	HYDRAULIC WANDERING HOSE	$6,510.00
1	1133675	2 SIDE MOUNTED WANDERING HOSE 4 FOOT EXTENSIONS	$1,270.00
1	1133700	HIGH PRESSURE WASHDOWN REGEN-X	$5,660.00
1	1134452	VARIABLE SPEED DUAL SIDE BROOM	$1,140.00
1	1135467	EXTRA 100 GALLON WATER TANK	$2,745.00
1	1136526	(2) ALTERNATING REAR LED LIGHTS THAT FLASH 80-100 FLASHES PER MINUTE	$2,140.00
1	1138971	DUAL REAR FLOOD LIGHTS	$1,185.00
1	1141552	HIGH PRESURE WASHDOWN REEL RM/RMS	$1,285.00
1	1142386	PNEUMATIC WITH SCRUB SIDEBROOM	$1,565.00
1	1148164	O+HOPPER VIBRATOR-RM	$3,330.00
1	4810001	SWEEPER PAINTED STANDARD WHITE	$0.00
1	4820001	CAB STANDARD WHITE	$0.00
1	0701678	REGEN-X OPERATORS MANUAL	$0.00
1	0701705	AIR PRODUCTS MACHINE DELIVERY PACKET	$0.00
1	0702020	ELGIN SAFETY MANUAL	$0.00
1	0702256	REGEN-X PARTS BOOK	$0.00
1	0702472	REGEN-X SERVICE MANUAL	$115.00
1	0704046	JOHN DEERE OPERATORS MANUAL	$0.00
1	0704047	JOHN DEERE PARTS BOOK	$0.00
1	0704048	JOHN DEERE SERVICE MANUAL	$220.00
1	0730166	BROOM MEASUREMENT RULER	$0.00
1	FRT-131-002	FREIGHT-IL,WI,IA,IN,MI,MN,KY	$2,095.00

Additional Non-Contract Items: $142,696.20

- Freightliner M2 Chassis: $134,611.20
- Elgin Materials Surcharge: $5,000
- Machine Pre-Delivery Inspection: $1,435
- Delivery from MacQueen Ankeny to City of Mason City: $900
- Training On-Site in Mason City: $750

Pricing Summary:

Contract Pricing 2026 Elgin RegenX:	$225,905.00
Minus Sourcewell 3% Contract Discount:	-$6,777.15
Non- Contract Items:	+$142,696.20

Net Sourcewell Contract Purchase Price with trade: $361,824.05

Warranty Coverage

- Elgin standard warranty: 1-year parts and labor
- John Deere engine warranty: 2 years / 2,000 hours
- Service support provided through MacQueen Iowa operations
- On-site support and parts availability available through regional service network

Terms of Sale. Invoice due 30 days after delivery, proposed prices are based on current costs and therefore subject to change with written notice to account for changes in pricing beyond the seller's control. If you should have any questions about this proposal, pricing, or equipment please call.

Please review the proposal and let me know if you have any further questions.

Thank you,

Ben Ballhorn

Sales Representative
MacQueen

563-564-1515

Ben.ballhorn@macqueengroup.com

RESOLUTION NO. 26 -

A RESOLUTION APPROVING THE PURCHASE OF A TYMCO MODEL 600 STREET SWEEPER FROM SOURCEWELL OF ANKENY, IOWA, FOR THE STREET DIVISION

WHEREAS, the City of Mason City did request proposals for the purchase of a TYMCO Model 600 Street Sweeper for the Street Division, and

WHEREAS, Sourcewell of Ankeny, Iowa submitted the most responsive proposal for said equipment.

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 TYMCO Model 600 Street Sweeper from Sourcewell of Ankeny, Iowa at a total cost of $377,230.00.

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

PASSED AND APPROVED this 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 16

The City of Mason City IOWA

PUBLIC WORKS DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Jim Collins, Director of Public Works
Date:	November 20, 2026
RE:	Water Reclamation Maintenance Garage Infrared Heating System Replacement (CIP 2027-091)

Recommendation:

It is recommended that the City Council approve replacement of the infrared heating system in the Water Reclamation maintenance garage and award the work to North Central Mechanical Services at its low quote of $73,951.38.

Review:

The existing infrared heating system in the Water Reclamation maintenance garage was installed in 1992 and has reached the end of its serviceable life. Two quotations were received for replacement of the CO-RAY-VAC system: $73,951.38 from North Central Mechanical Services and $83,199.91 from Brett's Plumbing & Heating. North Central Mechanical submitted the lowest quote. Its proposal includes removal of the existing system, installation of the new system, gas piping, permits, testing, and start-up. Staff recommend North Central Mechanical Services.

Budget Impact:

The project is included in the FY 2026–27 Capital Improvement Plan, with a budget of $75,000 funded by Sewer Revenue. North Central Mechanical's quote of $73,951.38 is $1,048.62 below the project budget.

Council Action Requested:

It is recommended that the City Council approve replacement of the Water Reclamation maintenance garage infrared heating system and authorize an agreement with North Central Mechanical Services in the amount of $73,951.38.

Attachments:

North Central Mechanical and Brett's Plumbing & Heating bids.

Jim Collins

Jim Collins, Director of Public Works

Reviewed and Recommend Approval

NORTH CENTRAL MECHANICAL SERVICES

Residential & Commercial | Heating & Air Conditioning

641-424-4828

Maintenance Shop Heating PROPOSAL

CO-RAY-VAC Heating System Replacement

Date: November 4, 2026
Valid Through: December 3, 2026
northcentralmechanicalservices.com

PREPARED FOR
Mason City Waste Water Treatment Plant
2950 S. Birch Drive
Mason City, IA 50401

JOB SITE / DESCRIPTION
Maintenance Shop
2950 S. Birch Drive, Mason City, IA 50401
Removal & installation of CO-RAY-VAC heating system

SCOPE OF WORK

Thank you for the opportunity to submit this proposal. North Central Mechanical Services is pleased to offer a complete, turnkey replacement of the CO-RAY-VAC infrared heating system serving the maintenance shop at the Mason City Waste Water Treatment Plant. The scope below outlines each phase of the project so your team knows exactly what to expect, from the day we arrive on site through final start-up and verification.

Project Overview

This project replaces the existing CO-RAY-VAC system in its entirety. Our crew will handle every phase of the work under one contract, giving the plant a single point of contact and a clear line of responsibility from start to finish.

- Complete replacement of the CO-RAY-VAC heating system in the maintenance shop
- Turnkey scope covering removal, installation, permits, and system start-up
- Work scheduled and coordinated with plant staff to limit impact on daily shop activities

Mobilization & Setup

Before demolition begins, all required materials and equipment will be delivered and staged on site. Having everything in place ahead of time allows the crew to work efficiently and keeps the project moving on schedule.

- Delivery and staging of all materials, tooling, and equipment ahead of the main work, including lifts
- Work areas established and coordinated with plant personnel prior to start
- Job-site safety review completed with the crew before work begins

Removal of Existing Equipment

The existing system will be taken out of service and removed in a controlled, orderly sequence. Gas service to the equipment will be safely isolated before any components are disconnected.

- Existing CO-RAY-VAC burner units and associated piping removed by a dedicated crew
- Interior piping safely lowered and removed
- All old equipment loaded onto a trailer and hauled away from the site

Installation of New Equipment

The new CO-RAY-VAC system will be installed in accordance with the manufacturer's installation requirements and all applicable codes. New gas piping will be added to reach each burner as needed due to an extra burner being added to the system. The finished system will be fully tested before the system is placed into operation.

- New burner units and piping brought into the building and lifted into position
- New 1-1/4" and 3/4" gas piping installed to manufacturer specifications
- New gas piping painted upon completion of installation (see Optional Deduct in Pricing)
- Full piping system leak test performed to confirm integrity before start-up

System Start-Up & Testing

Once installation is complete, our technicians will start up and verify the new system. The project is not considered finished until the heating system is confirmed to be operating normally.

- Burners started and set up to manufacturer specifications
- Full operational testing performed prior to project close-out
- Job considered complete only once normal operation is confirmed

Facility Protection Measures

We understand the maintenance shop is an active workspace. Our crew will take care to protect the building, its contents, and plant operations throughout the project.

- Consistent protective approach used for both the removal and installation phases
- Interior work planned to minimize disruption to surrounding facility operations
- Equipment staged and moved in a controlled, methodical sequence

Quality & Safety Assurance

Quality workmanship and job-site safety are central to every project we perform. All work will be completed by experienced technicians following established safety practices.

- All piping connections installed to manufacturer and industry standards
- Complete system leak test performed before start-up to confirm integrity
- Experienced technicians follow established safety protocols throughout the project

Warranty & Support

Our commitment does not end at start-up. As a local contractor, North Central Mechanical Services is available to support the plant long after the installation is complete.

- One-year warranty on workmanship
- Manufacturer warranty on all new equipment
- Available for ongoing maintenance, service, and support
- Responsive local service for any post-installation questions or needs

Our Goals

Our objective is to deliver a reliable new heating system with as little disruption to the plant as possible.

- Minimized downtime through a well-defined, four-day project schedule
- Reduced risk to the building and facility through consistent protective measures
- Single point of accountability across removal, installation, and start-up

- Confidence in system reliability backed by full testing and verification
- A straightforward, predictable process from mobilization through completion

PRICING

Description	Amount
Base Bid Removal of the existing CO-RAY-VAC system and installation of the new system, including all equipment, materials, gas piping, painting, labor, and permits as described above.	$74,201.38
Iowa Sales Tax (7%)	*Exempt*
TOTAL BASE BID	$74,201.38

Optional Deduct — Gas Pipe Painting -$250.00

Please indicate your selection in the Authorization section.

Deduct: Omit painting of new gas piping New gas piping will be installed and tested but left unpainted.	–$250.00

EXCLUSIONS

- Electrical work is not included. North Central Mechanical Services does not perform electrical work but will gladly help coordinate with your electrical contractor as needed.
- Painting of new gas piping, if the Optional Deduct is accepted.
- Any work not specifically described in this proposal.

TERMS

- This proposal is valid for 30 days from the date of issue.
- All work performed by licensed and insured technicians in compliance with applicable codes.
- All equipment is covered by the manufacturer's warranty. Our labor warranty is one (1) year on workmanship.
- Pricing is subject to change if site conditions differ materially from those assessed.

AUTHORIZATION

By signing below, the customer accepts this proposal and authorizes North Central Mechanical Services to proceed with the work as described. Please check one option for the gas pipe painting:

☐ **Base Bid** — include pipe painting ☐ **Accept Deduct** — omit pipe painting

Customer Signature	Print Name	Date
X _____	_____	_____

Nathan Bartels • North Central Mechanical Services
Office: (641) 424-4828 • Cell: (641) 430-1718

Licensed & Insured • Mason City, Iowa



11/19/2026

Mason City Waste Water Treatment Plant
2950 S. Birch Drive
Mason City, IA 50401

Re: Maintenance shop CO-RAY-VAC heating system

We propose to remove the existing CO-RAY-VAC system and install a new Roberts-Gordon CO-RAY-VAC system with one added burner. Includes new gas piping, regulator and ball valves, painting the new gas pipe, leak test, and startup. Lifts, freight and permits included.

Equipment: (1) CRV-B8 80,000 BTU burner, (4) CRV-B10 100,000 BTU burners, LP gas, (1) EP-200 vacuum pump, control panel, thermostats, tubes, reflectors, hangers and fittings.

Price: $83,199.91 (tax exempt)

Not included: electrical work, or anything not listed above.

Manufacturer warranty on equipment. 1 year on labor. Price good for 30 days.

Terms and Conditions

- Payment is due within 30 days of completion. Past due balances are charged 1.5% per month.
- Price is based on conditions we could see at the time of the quote. Hidden or unexpected conditions found during the work will be billed extra, after we talk with you.
- Any changes to the work must be agreed to before the work is done and will be billed extra.
- Customer will provide access to the work area during normal working hours and clear the area of stored items.
- We are not responsible for delays caused by weather, material shortages, shipping, or other things outside our control.
- The labor warranty does not cover damage from misuse, lack of maintenance, or repairs or changes made by others.
- Equipment warranties are handled through the manufacturer.
- Old equipment removed from the job becomes ours to haul away and dispose of unless the customer asks to keep it.
- We will clean up our work area at the end of the job and remove all job debris.
- Work will be done to applicable codes. Permit fees are included as stated above.
- We carry general liability and workers compensation insurance. Certificates are available on request.
- Customer is responsible for any electrical work, including power to the vacuum pump and controls.
- Scheduling will be coordinated with plant staff. Delays caused by the site not being ready may be billed extra.

Thanks,
Brett

RESOLUTION NO. 26 –

A RESOLUTION MAKING AWARD OF CONTRACT TO NORTH CENTRAL MECHANICAL SERVICES OF MASON CITY, IOWA FOR THE WATER RECLAMATION MAINTENANCE GARAGE INFRARED HEATING SYSTEM REPLACEMENT

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

Section 1: That the contract for the Water Reclamation Maintenance Garage Infrared Heating System Replacement with North Central Mechanical Services of , be and is hereby accepted as follows:

Contractor:	North Central Mechanical Services
of:	Mason City, Iowa
Amount of Proposal:	$73,951.38
Portion of Project:	Scope of the project

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

PASSED AND APPROVED this 1st day of December, 2026

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 17

The City of Mason City IOWA

DEVELOPMENT SERVICES DEPARTMENT

Memorandum

To: Aaron Burnett, City Administrator

From: Steven J. Van Steenhuyse, Director of Development Services

Date: November 23, 2026

RE: Resolution Setting a Public Hearing: Amendment #5 to the Urban Revitalization Plan

Recommendation:

Staff respectfully requests approval of the Resolution setting December 15, 2026, as the date and time for a Public Hearing to consider Amendment #5 to the Mason City Combined, Amended and Restated Urban Revitalization Plan.

Review:

Urban Revitalization is a tax incentive authorized by the State that provides an abatement of the additional property taxes resulting from property improvements. Mason City has had an Urban Revitalization program since 2005. The original 2005 plan covered Downtown and was later amended to include the commercial areas of North Federal Avenue. In 2011, the City adopted an additional Urban Revitalization plan that included all of the residentially zoned property in the City.

In 2013, the City Council approved combining the two urban revitalization plans into one Combined, Amended and Restated Plan. As a result of the combination, the plan covers all property within the City zoned Z2 Sub-Urban District, Z3 General Urban District, and Z5, Central Business District. In addition, most of the older urban corridors zoned Z4, Multi-Use District, were added to the area covered by the plan. The Combined Urban Revitalization Area does not include the newer commercial areas on the west side of the City, any property zoned Z1 Agricultural, any property zoned Z6 Industrial, or any property zoned Z7, Specific Use.

The plan as amended provides the following tax benefits. These abatements do not include abatement of school district taxes.

Commercial Property: If improvements to commercial property raise the real property value by at least 15% (either by building a new building or making improvements to an existing building), the owner can choose from two tax abatement schedules. Schedule A provides an abatement of 100% of the increased taxes for three years. Schedule B provides declining scale abatement for ten years (i.e., 80% of the increased taxes are abated in Year 1, 70% in Year 2, and so on down through Year 10).

Multi-Residential Property: Buildings with three or more units meet the definition of multi-residential. Assisted living projects (senior housing, assisted or independent living, nursing homes, etc.) must increase the value of the property by at least 10 percent to be eligible for abatement; all other multi-residential projects must increase the value by at least 15 percent. Eligible multi-residential projects use the same abatement schedules available to commercial development.

Multi-Residential Housing Focus Areas: Amendment #1 created the Multi-Residential Focus Area, centered on Downtown. Amendment #4 created a new multi-residential focus area, which is comprised of several non-contiguous areas in the western half of the city. New multi-residential projects (3 units or more) within the defined focus areas are eligible for a 10-year, 100% abatement.

Single Family Development: Single family properties are eligible for city tax abatement when improvements raise the value of the property by at least 10 percent. The abatement is limited to only the first $75,000 of real property value. Thus, the abatement for a new house would only apply to $75,000 of the home's assessed value. If the home is determined to be historic (at least 50 years old) or is in a blighted condition, the $75,000 cap does not apply. Condominium dwellings, although often located within buildings containing three or more dwelling units, are considered single family units for tax purposes. Eligible single-family projects receive a five-year, 100% abatement of additional taxes.

Amendments: As noted above, the City has been using Urban Revitalization since 2005. The Mason City Combined, Amended and Restated Urban Revitalization Plan was created in 2013 and has been amended four times. The following table summarizes the history of urban revitalization plans and amendments in Mason City:

Amendment #	Adopted	Summary
Downtown Plan	7/21/2005	Created the Downtown Urban Revitalization Area; later amended to include the North Federal Avenue Corridor
Residential Plan	9/20/2011	Created the Residential Urban Revitalization Area (all areas in the City zoned Z2 or Z3)
Combined, Amended and Restated Plan	11/26/2013	Combined the original plans and extended the overall Urban Revitalization Area. Approved plan was effective for five years.
Amendment #1	3/13/2019	1) Eliminated expiration of the plan; the plan continues indefinitely unless the City Council repeals it. 2) Created the Multi-Residential Housing Focus Area, which was coterminous with the Downtown Reinvestment Urban Renewal Area, allowing a 10-year, 100% abatement for multi-residential projects.
Amendment #2	10/1/2019	Expanded the Multi-Residential Housing Focus Area to meet the expanded boundaries of the Downtown Reinvestment Urban Renewal Area
Amendment #3	11/2/2021	Due to changes to state tax laws, the definition of "Multi-residential" was changed to be consistent with Iowa Code.
Amendment #4	4/6/2025	Added property to the Urban Revitalization Area and created the new "West Mason City Multi-Residential Housing Focus Areas," expanding the 10-year, 100% abatement to these new areas.

Amendment #5: This amendment adds property to the Urban Revitalization Area and creates new areas eligible for the 10-year, 100% abatement for developing buildings with three or more dwelling units. Exhibit C of the plan is a map showing the areas added and the establishment of new West Mason City Multi-Residential Housing Focus Areas.

Properties Added: Three areas of Mason City are proposed to be added to the Urban Revitalization Area. The commercial property at 4499 4th Street SW, adjacent to the western boundary of the city, is included to incentivize improvements to this property. The Northeast Area is the proposed Willow

Pointe development by Kading Properties, which will eventually contain 198 townhome units. The Southwest Area is the location of the proposed 54-unit "The Tradition" apartments, located south of 19th Street SW and between the Fairways Subdivision and South Central Heights.

West Mason City Multi-Residential Housing Focus Area: This focus area was created with Amendment #4 and provides for a 10-year, 100% abatement of City taxes. The Northwest Area (Kading) and the Southwest Area (The Tradition) are added to this area. The proposed developments on these sites will qualify for the 10-year, 100% abatement. The Kading development was granted Workforce Housing Tax Credits, which requires the City to participate in funding the development. The Urban Revitalization Tax Abatement serves as the City's contribution to that project.

These amendments encourage commercial and multi-residential development on the west side of Mason City. The proposed housing projects meet needs identified in the Mason City Housing Initiative Plan and help to implement the City Council's goals for workforce housing.

Budget Impact:

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

Council Action Requested:

Staff respectfully requests approval of the Resolution setting December 15, 2026, as the date and time for a Public Hearing to consider Amendment #5 to the Mason City Combined, Amended and Restated Urban Revitalization Plan.

Attachments:

1. Amendment #5 to the Mason City Combined, Amended and Restated Urban Revitalization Plan

Steven J. Van Steenhuyse
Director of Development Services

Reviewed and Recommend Approval

AMENDMENT NO. 5
TO THE MASON CITY COMBINED, AMENDED AND RESTATED URBAN REVITALIZATION PLAN
FOR THE MASON CITY COMBINED, AMENDED AND RESTATED URBAN REVITALIZATION AREA

City of Mason City, Iowa

INTRODUCTION

In 2013, the City of Mason City, Iowa (the "City") adopted the Mason City Combined, Amended and Restated Urban Revitalization Plan (the "Combined Plan" or "Plan") to join two existing urban revitalization areas as the Mason City Combined, Amended and Restated Urban Revitalization Area (the "Combined Area" or "Revitalization Area" or "Area"). The Plan, as previously amended, offers tax exemptions on eligible improvements on properties assessed as residential, commercial, or industrial and on certain properties previously assessed as multiresidential.

Amendments. The City adopted **Amendment No. 1** to the Combined Plan ("Amendment No. 1") in April 2019, which amended the duration of the Plan to provide for continued eligibility for property tax exemptions, added an exemption schedule for "multiresidential" property (as defined in the Code of Iowa at the time of the Amendment) within a new Multi-Residential Housing Focus Area aligning with the City's Downtown Reinvestment Urban Renewal Area, and clarified the eligibility of properties within urban renewal areas under the Plan. **Amendment No. 2** to the Combined Plan expanded the Multi-Residential Housing Focus Area to include land added to the City's Downtown Reinvestment Urban Renewal Area after the adoption of Amendment No. 1. **Amendment No. 3** to the Combined Plan revised the eligibility provisions for multifamily residential properties to reflect the elimination of the multiresidential property assessment classification under the Code of Iowa. **Amendment No. 4** added territory to the Urban Revitalization Area and established the West Mason City Multi-Residential Housing Focus Areas with an exemption schedule for residential properties having three or more separate dwelling units. In 2026, the Iowa legislature adopted Senate File 2472, which reestablishes the multiresidential property assessment classification under Section 441.21 of the Code of Iowa effective January 1, 2027. Accordingly, this Amendment No. 5 amends the Plan to reflect the reestablishment of the multiresidential property assessment classification and to preserve the tax exemption schedules previously made available for properties having three or more separate dwelling units.

Except as modified by this Amendment No. 5, the provisions of the Plan, as previously adopted and amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided therein. All sections and subsections of the Plan not modified by this Amendment No. 5 shall continue to apply to the Plan and the Area. In case of any conflict or uncertainty, the terms of this Amendment No. 5 shall control. Any parts of the Plan in conflict with this Amendment No. 5 are hereby repealed.

AMENDMENTS TO PLAN

This Amendment No. 5 adds territory to the Urban Revitalization Area and amends the Plan to reflect the reestablishment of the multiresidential property assessment classification. The added territory shall be eligible for the tax exemption schedules for Qualified Real Estate set forth in the Plan, as previously amended and as amended herein. This Amendment No. 5 also expands the West Mason City Multi-Residential Housing Focus Areas to include two (2) additional areas, one of which is being added to the Urban Revitalization Area pursuant to this Amendment No. 5 and one of which is already located within the Urban Revitalization Area.

1. Addition of Territory to the Urban Revitalization Area (described in Exhibit "A" and as depicted on Exhibit "C," and referred to herein as the "Added Areas"). It is hereby found and determined that:

(a) The Added Areas are appropriate as economic development areas as defined in Section 403.17 of the Code of Iowa.

(b) The Added Areas are appropriate for public improvements related to commercial development, mixed use development, housing and residential development, or construction of commercial, mixed use, and residential development, including commercial development, mixed commercial and residential development, and single or multi-family housing, in areas zoned for such functions.

(c) The rehabilitation, redevelopment, economic development and promotion of commercial, mixed use, and residential development in the Urban Revitalization Area, including the Added Areas, is necessary in the interest of the public welfare of the residents of the City, and the Urban Revitalization Area substantially meets the criteria set forth in Section 404.1 of the Code.

2. Areas Added to the West Mason City Multi-Residential Housing Focus Area: The Northwest Area and the Southwest Area, as described in Exhibit "B" and as depicted on Exhibit "C" are hereby included in the West Mason City Multi-Residential Housing Focus Areas, as established in Amendment No. 4, and are eligible for the exemptions as described in said Amendment.

3. Multiresidential Property Assessment Classification. Effective for assessment years beginning on or after January 1, 2027, the tax exemption schedules made available under Sections 7.3B, 7.4A and 7.4B of the Plan for Qualified Real Estate assessed as residential property under Iowa Code Section 441.21(14)(a)(6) having three or more separate dwelling units shall instead be made available for Qualified Real Estate assessed as multiresidential property under Section 441.21(13)(a)(5) of the Code of Iowa having three or more separate living quarters with at least seventy-five percent of the space used for residential purposes. All other eligibility requirements and provisions of said sections shall remain unchanged. Subject to applicable law, the reclassification of property shall not affect the continuation of any tax exemption previously granted under the Plan.

EFFECTIVE DATE OF AMENDMENT

This Amendment No. 5 shall become effective upon adoption by the City Council ("Effective Date"). The Plan, as amended, shall remain in effect until the City Council terminates and repeals the Plan and designating ordinance under the terms of the Plan and the provisions of Iowa Code Chapter 404.

EXHIBIT A
PROPERTY ADDED TO THE MASON CITY COMBINED, AMENDED AND RESTATED URBAN REVITALIZATION AREA

SOUTHEAST AREA

STARTING AT THE CENTER OF THE WEST SECTION LINE OF SECTION 14, TOWNSHIP 96N, RANGE 20W THENCE EAST ALONG SAID SECTION LINE TO CENTERLINE OF MASON CREEK THENCE SOUTH AND EAST FOLLOWING SAID CENTERLINE TO A POINT 730' EAST OF THE WEST SECTION LINE OF SECTION 14 THENCE SOUTH PARALLELING SAID SECTION LINE TO THE SW ¼ SECTION LINE, THENCE WEST ALONG THE SW ¼ SECTION LINE BACK TO THE WEST SECTION LINE OF 14-96N-20W. CONTAINING 21.3 ACRES MORE OR LESS.

AND

THE AREA IN THE SOUTH ½ OF SECTION 14, TOWNSHIP 96N, RANGE 20 W AND LYING EAST AND NORTH OF THE CENTERLINE OF MASON CREEK CONTAINING 72.2 ACRES MORE OR LESS.

NORTHWEST AREA

THE NORTH HALF (N ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, EXCEPT FOR THE NORTH 667.0 FEET OF THE EAST 1320 FEET AND EXCEPT FOR PART OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, AND LOCATED EAST AND SOUTH OF PARCEL "B" AS RECORDED IN BOOK 2001 PAGE 6295 OF THE CERRO GORDO COUNTY, IOWA, RECORDER'S OFFICE, CONTAINING APPROXIMATELY 23.75 ACRES MORE OR LESS.

AND

THE NORTH 320.0 FEET OF THE SOUTH HALF (S ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, LOCATED EAST OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST COMER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, CONTAINING APPROXIMATELY 5.58 ACRES MORE OR LESS.

AND

ALL OF THE NORTH EISENHOWER AVENUE RIGHT-OF-WAY LYING ADJACENT TO THE ABOVE DESCRIBED PROPERTY AND THENCE SOUTH TO ITS INTERSECTION WITH 4TH STREET SE/IA HWY 122.

4499 4TH STREET SW

A TRACT COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER (SE 1/4) OF SECTION TWELVE (12) IN TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY-ONE (21) WEST OF THE 5TH P.M., THENCE SOUTH TWENTY-FOUR (24) RODS; THENCE EAST TEN (10) RODS; THENCE NORTH TWENTY-FOUR (24) RODS; THENCE WEST TEN (10) RODS TO THE PLACE OF BEGINNING. SUBJECT TO AND TOGETHER WITH THE FRONTAGE ROAD EASEMENT AS DESCRIBED AND RECORDED IN MISC. RECORD "AJ", PAGE 364 OF THE RECORDS OF THE CERRO GORDO COUNTY RECORDER.

EXHIBIT "B"

TERRITORY ADDED TO THE WEST MASON CITY MULTI RESIDENTIAL HOUSING FOCUS AREA

NORTHWEST AREA

THE NORTH HALF (N ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, EXCEPT FOR THE NORTH 667.0 FEET OF THE EAST 1320 FEET AND EXCEPT FOR PART OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, AND LOCATED EAST AND SOUTH OF PARCEL "B" AS RECORDED IN BOOK 2001 PAGE 6295 OF THE CERRO GORDO COUNTY, IOWA, RECORDER'S OFFICE, CONTAINING APPROXIMATELY 23.75 ACRES MORE OR LESS.

AND

THE NORTH 320.0 FEET OF THE SOUTH HALF (S ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, LOCATED EAST OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST COMER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, CONTAINING APPROXIMATELY 5.58 ACRES MORE OR LESS.

AND

ALL OF THE NORTH EISENHOWER AVENUE RIGHT-OF-WAY LYING ADJACENT TO THE ABOVE DESCRIBED PROPERTY AND THENCE SOUTH TO ITS INTERSECTION WITH 4TH STREET SE/IA HWY 122.

SOUTHWEST AREA

LOT ONE (1) IN THE AUDITOR'S SUBDIVISION OF THE EAST HALF (E½) OF THE SOUTHEAST QUARTER (SE¼) OF SECTION EIGHTEEN (18), TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY (20) WEST OF THE 5TH P.M.

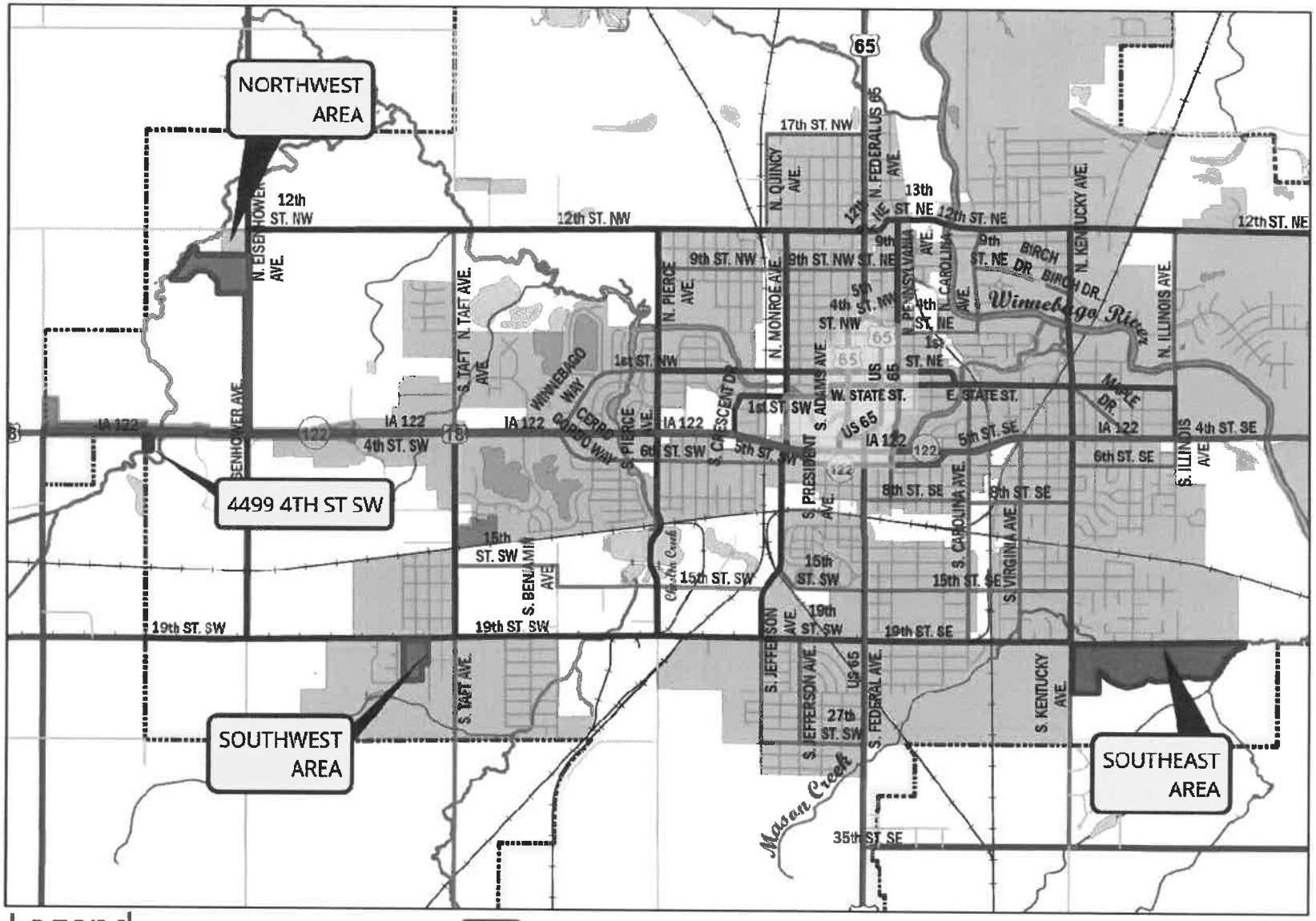
AND

LOT TWO (2), EXCEPT THE EAST 150 FEET OF THE SOUTH 149 FEET AND THE EAST 150 FEET OF THE NORTH 50 FEET THEREOF,

AND

LOT THREE (3), EXCEPT THE EAST 150 FEET AND THE SOUTH 34 FEET THEREOF, ALL IN THE AUDITOR'S SUBDIVISION OF THE EAST HALF (E½) OF THE SOUTHEAST QUARTER (SE¼) OF SECTION EIGHTEEN (18) IN TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY (20) WEST OF THE 5TH P.M.

EXHIBIT "C"



Legend

- Urban Revitalization Area
- Multi-Residential Housing Focus Area
- West Mason City Housing Focus Area
- Territory Added to Urban Revitalization Area (Southeast Area & 4499 6th St SW)
- Territory Added to Urban Revitalization Area AND to West Mason City Housing Focus Area (Northwest Area)
- Territory Already in Urban Revitalization Area Added to West Mason City Housing Focus Area (Southwest Area)

RESOLUTION NO. 26 -

RESOLUTION PROVIDING FOR NOTICE OF HEARING ON PROPOSED AMENDMENT NO. 5 TO THE REVITALIZATION PLAN FOR THE MASON CITY COMBINED, AMENDED AND RESTATED URBAN REVITALIZATION AREA

WHEREAS, pursuant to the provisions of Chapter 404 of the Code of Iowa (the "Code") the City of Mason City, Iowa (the "City"), has designated certain real property situated within the City as the Mason City Combined, Amended and Restated Urban Revitalization Area (the "Urban Revitalization Area") and has adopted the Mason City Combined, Amended and Restated Urban Revitalization Area Plan (the "Plan") for such Urban Revitalization Area; and

WHEREAS, it has been proposed that the Plan be amended to (i) update the legal description of the Urban Revitalization Area to include therein the real property (the "Added Property") legally described as set forth in the notice appearing as part of this Resolution in Section 7 hereof; (ii) expand the West Mason City Multi-Residential Housing Focus Areas originally established in Amendment No. 4 to the Plan to include additional territory; and (iii) revise the eligibility provisions of the Plan to reflect the reestablishment of the multiresidential property assessment classification pursuant to Iowa Senate File 2472; and

WHEREAS, pursuant to the provisions of the Code, before amending the Plan, the City must prepare an amendment to the Plan, hold a public hearing thereon, and otherwise comply with the procedures set forth in the Code; and

WHEREAS, an amendment to the Plan ("Amendment No. 5") for the Urban Revitalization Area has been prepared and presented to the City Council for consideration in accordance with the provisions of the Code, said Amendment No. 5 being in a form and having the contents as set forth in Exhibit A attached hereto and by this reference made a part hereof; and

WHEREAS, "Certificate and Waivers" have been executed by each of the owners of the Added Property with respect to the mailed notice and second hearing rights under the Code;

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

Section 1. It is hereby found and determined that:

(a) The Added Property is an area which is appropriate as an economic development area as defined in Section 403.17 of the Code of Iowa.

(b) The Added Property is an area which is appropriate for public improvements related to housing and residential development, or construction of housing and residential development, including single or multi-family housing.

(c) The rehabilitation, redevelopment, economic development and promotion of commercial, housing and residential development in the Urban Revitalization Area,

including the Added Property, is necessary in the interest of the public welfare of the residents of the City and the Urban Revitalization Area substantially meets the criteria set forth in Section 404.1 of the Code.

Section 2. It is hereby found and determined that Amendment No. 5 attached hereto as Exhibit A has been prepared in accordance with the provisions of the Code.

Section 3. The City Council will meet at 7:00 p.m., on December 15, 2026, at the Mason City Room of the Mason City Public Library, in the City, at which time and place it will conduct a public hearing on Amendment No. 5 and the designation of the Added Property as an urban revitalization area pursuant to the Code.

Section 4. The City Clerk is hereby directed to give notice of such hearing by publication once, in a newspaper published at least once weekly and having general circulation in the City, not less than four and not more than twenty days before the date on which the hearing will be held.

Section 5. All actions previously taken by the Director of Development Services in connection with obtaining the execution and delivery of the Certificate and Waivers by the owners of the Property are hereby ratified, confirmed, and approved.

Section 6. As authorized by the Code, this City Council hereby waives the mailing of notice to the "occupants" of city addresses located within the Mason City Combined, Amended and Restated Urban Revitalization Area, due to the lack of a reasonably current and complete address list and the finding of the Council that published notice will be sufficient to apprise such persons of the hearing.

Section 7. Such notice shall be in the form substantially, as follows:

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF MASON CITY, IOWA, RELATING TO THE ADOPTION OF AN AMENDMENT TO THE PLAN FOR THE MASON CITY COMBINED, AMENDED AND RESTATED URBAN REVITALIZATION AREA FOR THE CITY OF MASON CITY, IOWA, PURSUANT TO CHAPTER 404 OF THE CODE OF IOWA.

NOTICE IS HEREBY GIVEN: That there is now on file for public inspection in the office of the City Clerk of Mason City, Iowa (the "City"), an amendment ("Amendment No. 5") to the Mason City Combined, Amended and Restated Urban Revitalization Plan (the "Plan") for the Mason City Combined, Amended and Restated Urban Revitalization Area (the "Urban Revitalization Area") within the City.

This City Council will meet at 7:00 p.m., on December 15, 2026, at the Mason City Room of the Mason City Public Library, Mason City, Iowa, at which time a hearing will be held pursuant to the provisions of Chapter 404 of the Code of Iowa (the "Code") on the proposal to adopt Amendment No. 5, pursuant to the provisions of the Code. At such public hearing all residents of the City, and any other persons having an interest in the matter may appear and be heard for or against the adoption of Amendment No. 5, pursuant to the Code.

Amendment No. 5 will (i) update the legal description of the Urban Revitalization Area; (ii) expand the West Mason City Multi-Residential Housing Focus Areas originally established in Amendment No. 4 to the Plan to include additional territory; and (iii) revise the eligibility provisions of the Plan to reflect the reestablishment of the multiresidential property assessment classification pursuant to Iowa Senate File 2472. The legal description of the Added Property to be included in the Urban Revitalization Area is, as follows:

SOUTHEAST AREA

STARTING AT THE CENTER OF THE WEST SECTION LINE OF SECTION 14, TOWNSHIP 96N, RANGE 20W THENCE EAST ALONG SAID SECTION LINE TO CENTERLINE OF MASON CREEK THENCE SOUTH AND EAST FOLLOWING SAID CENTERLINE TO A POINT 730' EAST OF THE WEST SECTION LINE OF SECTION 14 THENCE SOUTH PARALLELING SAID SECTION LINE TO THE SW ¼ SECTION LINE, THENCE WEST ALONG THE SW ¼ SECTION LINE BACK TO THE WEST SECTION LINE OF 14-96N-20W. CONTAINING 21.3 ACRES MORE OR LESS.

AND

THE AREA IN THE SOUTH ½ OF SECTION 14, TOWNSHIP 96N, RANGE 20 W AND LYING EAST AND NORTH OF THE CENTERLINE OF MASON CREEK CONTAINING 72.2 ACRES MORE OR LESS.

NORTHWEST AREA

THE NORTH HALF (N ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, EXCEPT FOR THE NORTH 667.0 FEET OF THE EAST 1320 FEET AND EXCEPT FOR PART OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER;

THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, AND LOCATED EAST AND SOUTH OF PARCEL "B" AS RECORDED IN BOOK 2001 PAGE 6295 OF THE CERRO GORDO COUNTY, IOWA, RECORDER'S OFFICE, CONTAINING APPROXIMATELY 23.75 ACRES MORE OR LESS.

AND

THE NORTH 320.0 FEET OF THE SOUTH HALF (S ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, LOCATED EAST OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST COMER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, CONTAINING APPROXIMATELY 5.58 ACRES MORE OR LESS.

AND

ALL OF THE NORTH EISENHOWER AVENUE RIGHT-OF-WAY LYING ADJACENT TO THE ABOVE DESCRIBED PROPERTY AND THENCE SOUTH TO ITS INTERSECTION WITH 4TH STREET SE/IA HWY 122.

4499 4TH STREET SW

A TRACT COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER (SE 1/4) OF SECTION TWELVE (12) IN TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY-ONE (21) WEST OF THE 5TH P.M., THENCE SOUTH TWENTY-FOUR (24) RODS; THENCE EAST TEN (10) RODS; THENCE NORTH TWENTY-FOUR (24) RODS; THENCE WEST TEN (10) RODS TO THE PLACE OF BEGINNING. SUBJECT TO AND TOGETHER WITH THE FRONTAGE ROAD EASEMENT AS DESCRIBED AND RECORDED IN MISC. RECORD "AJ", PAGE 364 OF THE RECORDS OF THE CERRO GORDO COUNTY RECORDER.

Published by order of the City Council of the City of Mason City, Iowa.

Aaron Burnett
City Clerk

Section 8. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

Section 9. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved December 1, 2026.

_____

Mayor

Attest:

_____

City Clerk

EXHIBIT A

AMENDMENT NO. 5
TO THE MASON CITY COMBINED, AMENDED AND RESTATED URBAN REVITALIZATION PLAN
FOR THE MASON CITY COMBINED, AMENDED AND RESTATED URBAN REVITALIZATION AREA

City of Mason City, Iowa

INTRODUCTION

In 2013, the City of Mason City, Iowa (the "City") adopted the Mason City Combined, Amended and Restated Urban Revitalization Plan (the "Combined Plan" or "Plan") to join two existing urban revitalization areas as the Mason City Combined, Amended and Restated Urban Revitalization Area (the "Combined Area" or "Revitalization Area" or "Area"). The Plan, as previously amended, offers tax exemptions on eligible improvements on properties assessed as residential, commercial, or industrial and on certain properties previously assessed as multiresidential.

Amendments. The City adopted **Amendment No. 1** to the Combined Plan ("Amendment No. 1") in April 2019, which amended the duration of the Plan to provide for continued eligibility for property tax exemptions, added an exemption schedule for "multiresidential" property (as defined in the Code of Iowa at the time of the Amendment) within a new Multi-Residential Housing Focus Area aligning with the City's Downtown Reinvestment Urban Renewal Area, and clarified the eligibility of properties within urban renewal areas under the Plan. **Amendment No. 2** to the Combined Plan expanded the Multi-Residential Housing Focus Area to include land added to the City's Downtown Reinvestment Urban Renewal Area after the adoption of Amendment No. 1. **Amendment No. 3** to the Combined Plan revised the eligibility provisions for multifamily residential properties to reflect the elimination of the multiresidential property assessment classification under the Code of Iowa. **Amendment No. 4** added territory to the Urban Revitalization Area and established the West Mason City Multi-Residential Housing Focus Areas with an exemption schedule for residential properties having three or more separate dwelling units.

In 2026, the Iowa legislature adopted Senate File 2472, which reestablishes the multiresidential property assessment classification under Section 441.21 of the Code of Iowa effective January 1, 2027. Accordingly, this Amendment No. 5 amends the Plan to reflect the reestablishment of the multiresidential property assessment classification and to preserve the tax exemption schedules previously made available for properties having three or more separate dwelling units.

Except as modified by this Amendment No. 5, the provisions of the Plan, as previously adopted and amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided therein. All sections and subsections of the Plan not modified by this Amendment No. 5 shall continue to apply to the Plan and the Area. In case of any conflict or

uncertainty, the terms of this Amendment No. 5 shall control. Any parts of the Plan in conflict with this Amendment No. 5 are hereby repealed.

AMENDMENTS TO PLAN

This Amendment No. 5 adds territory to the Urban Revitalization Area and amends the Plan to reflect the reestablishment of the multiresidential property assessment classification. The added territory shall be eligible for the tax exemption schedules for Qualified Real Estate set forth in the Plan, as previously amended and as amended herein. This Amendment No. 5 also expands the West Mason City Multi-Residential Housing Focus Areas to include two (2) additional areas, one of which is being added to the Urban Revitalization Area pursuant to this Amendment No. 5 and one of which is already located within the Urban Revitalization Area.

1. Addition of Territory to the Urban Revitalization Area (described in Exhibit "A" and as depicted on Exhibit "C," and referred to herein as the "Added Areas"). It is hereby found and determined that:

(a) The Added Areas are appropriate as economic development areas as defined in Section 403.17 of the Code of Iowa.

(b) The Added Areas are appropriate for public improvements related to commercial development, mixed use development, housing and residential development, or construction of commercial, mixed use, and residential development, including commercial development, mixed commercial and residential development, and single or multi-family housing, in areas zoned for such functions.

(c) The rehabilitation, redevelopment, economic development and promotion of commercial, mixed use, and residential development in the Urban Revitalization Area, including the Added Areas, is necessary in the interest of the public welfare of the residents of the City, and the Urban Revitalization Area substantially meets the criteria set forth in Section 404.1 of the Code.

2. Areas Added to the West Mason City Multi-Residential Housing Focus Area: The Northwest Area and the Southwest Area, as described in Exhibit "B" and as depicted on Exhibit "C" are hereby included in the West Mason City Multi-Residential Housing Focus Areas, as established in Amendment No. 4, and are eligible for the exemptions as described in said Amendment.

3. Multiresidential Property Assessment Classification. Effective for assessment years beginning on or after January 1, 2027, the tax exemption schedules made available under Sections 7.3B, 7.4A and 7.4B of the Plan for Qualified Real Estate assessed as residential property under Iowa Code Section 441.21(14)(a)(6) having three or more separate dwelling units shall instead be made available for Qualified Real Estate assessed as multiresidential property under Section 441.21(13)(a)(5) of the Code of Iowa having three or more separate living quarters with at least seventy-five percent of the space used for residential purposes. All other eligibility requirements and provisions of said sections shall remain unchanged. Subject to applicable law, the reclassification of property shall not affect the continuation of any tax exemption previously granted under the Plan.

EFFECTIVE DATE OF AMENDMENT

This Amendment No. 5 shall become effective upon adoption by the City Council ("Effective Date"). The Plan, as amended, shall remain in effect until the City Council terminates and repeals the Plan and designating ordinance under the terms of the Plan and the provisions of Iowa Code Chapter 404.

EXHIBIT A
PROPERTY ADDED TO THE MASON CITY COMBINED, AMENDED AND RESTATED URBAN REVITALIZATION AREA

SOUTHEAST AREA

STARTING AT THE CENTER OF THE WEST SECTION LINE OF SECTION 14, TOWNSHIP 96N, RANGE 20W THENCE EAST ALONG SAID SECTION LINE TO CENTERLINE OF MASON CREEK THENCE SOUTH AND EAST FOLLOWING SAID CENTERLINE TO A POINT 730' EAST OF THE WEST SECTION LINE OF SECTION 14 THENCE SOUTH PARALLELING SAID SECTION LINE TO THE SW ¼ SECTION LINE, THENCE WEST ALONG THE SW ¼ SECTION LINE BACK TO THE WEST SECTION LINE OF 14-96N-20W. CONTAINING 21.3 ACRES MORE OR LESS.

AND

THE AREA IN THE SOUTH ½ OF SECTION 14, TOWNSHIP 96N, RANGE 20 W AND LYING EAST AND NORTH OF THE CENTERLINE OF MASON CREEK CONTAINING 72.2 ACRES MORE OR LESS.

NORTHWEST AREA

THE NORTH HALF (N ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, EXCEPT FOR THE NORTH 667.0 FEET OF THE EAST 1320 FEET AND EXCEPT FOR PART OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, AND LOCATED EAST AND SOUTH OF PARCEL "B" AS RECORDED IN BOOK 2001 PAGE 6295 OF THE CERRO GORDO COUNTY, IOWA, RECORDER'S OFFICE, CONTAINING APPROXIMATELY 23.75 ACRES MORE OR LESS.

AND

THE NORTH 320.0 FEET OF THE SOUTH HALF (S ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, LOCATED EAST OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST COMER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S

45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, CONTAINING APPROXIMATELY 5.58 ACRES MORE OR LESS.

AND

ALL OF THE NORTH EISENHOWER AVENUE RIGHT-OF-WAY LYING ADJACENT TO THE ABOVE DESCRIBED PROPERTY AND THENCE SOUTH TO ITS INTERSECTION WITH 4TH STREET SE/IA HWY 122.

4499 4TH STREET SW

A TRACT COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHEAST QUARTER (SE 1/4) OF SECTION TWELVE (12) IN TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY-ONE (21) WEST OF THE 5TH P.M., THENCE SOUTH TWENTY-FOUR (24) RODS; THENCE EAST TEN (10) RODS; THENCE NORTH TWENTY-FOUR (24) RODS; THENCE WEST TEN (10) RODS TO THE PLACE OF BEGINNING. SUBJECT TO AND TOGETHER WITH THE FRONTAGE ROAD EASEMENT AS DESCRIBED AND RECORDED IN MISC. RECORD "AJ", PAGE 364 OF THE RECORDS OF THE CERRO GORDO COUNTY RECORDER.

EXHIBIT "B"

TERRITORY ADDED TO THE WEST MASON CITY MULTI RESIDENTIAL HOUSING FOCUS AREA

NORTHWEST AREA

THE NORTH HALF (N ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, EXCEPT FOR THE NORTH 667.0 FEET OF THE EAST 1320 FEET AND EXCEPT FOR PART OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, AND LOCATED EAST AND SOUTH OF PARCEL "B" AS RECORDED IN BOOK 2001 PAGE 6295 OF THE CERRO GORDO COUNTY, IOWA, RECORDER'S OFFICE, CONTAINING APPROXIMATELY 23.75 ACRES MORE OR LESS.

AND

THE NORTH 320.0 FEET OF THE SOUTH HALF (S ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION 1, TOWNSHIP 96 NORTH, RANGE 21 WEST OF THE 5TH P.M., CERRO GORDO COUNTY, MASON CITY, IOWA, LOCATED EAST OF A PARCEL DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST COMER OF SAID SOUTHEAST QUARTER; THENCE N 00°11 '00" W, 470.47 FEET ALONG THE EASTERLY LINE OF SAID SOUTHEAST QUARTER; THENCE N 90°00'00"W, 765.5 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N 90°00'00" W, 824.05 FEET; THENCE N 45°00'00" W, 403.16 FEET; THENCE N 00°00'00" E, 249.21 FEET; THENCE N 45°00'00" E, 792.23 FEET; THENCE S 90°00'00" E, 249.21 FEET; THENCE S 45°00'00" E, 423.87 FEET; THENCE S 0°00'00" W, 794.76 FEET TO THE POINT OF BEGINNING, CONTAINING APPROXIMATELY 5.58 ACRES MORE OR LESS.

AND

ALL OF THE NORTH EISENHOWER AVENUE RIGHT-OF-WAY LYING ADJACENT TO THE ABOVE DESCRIBED PROPERTY AND THENCE SOUTH TO ITS INTERSECTION WITH 4TH STREET SE/IA HWY 122.

SOUTHWEST AREA

LOT ONE (1) IN THE AUDITOR'S SUBDIVISION OF THE EAST HALF (E½) OF THE SOUTHEAST QUARTER (SE¼) OF SECTION EIGHTEEN (18), TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY (20) WEST OF THE 5TH P.M.

AND

LOT TWO (2), EXCEPT THE EAST 150 FEET OF THE SOUTH 149 FEET AND THE EAST 150 FEET OF THE NORTH 50 FEET THEREOF,

AND

LOT THREE (3), EXCEPT THE EAST 150 FEET AND THE SOUTH 34 FEET THEREOF, ALL IN THE AUDITOR'S SUBDIVISION OF THE EAST HALF (E½) OF THE SOUTHEAST QUARTER (SE¼) OF SECTION EIGHTEEN (18) IN TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY (20) WEST OF THE 5TH P.M.

Council Agenda Item 18

The City of Mason City IOWA

DEVELOPMENT SERVICES DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Steven J. Van Steenhuyse, Director of Development Services
Date:	November 23, 2026
RE:	Preliminary Plat of Subdivision: Tahoe First Subdivision

Recommendation:

The Planning and Zoning Commission considered the Preliminary Plat for the Tahoe First Subdivision at its November 10 meeting. After closing the public hearing, the P&Z recommended approval of the Preliminary Plat, subject to conditions outlined below. Staff concurs and recommends approval of the Preliminary Plat for Tahoe First Subdivision, subject to the conditions recommended by the Planning and Zoning Commission.

Review:

The subject property is located on the south side of 19th Street SE and east and north of Mason Creek. This area was rezoned from Z1, Agriculture, to Z2, Sub-Urban District in 2025. The land is vacant and was previously used for crop farming. The area to the north is the Stone Pillar development, zoned Z2. Land to the west extending to South Kentucky Avenue was also rezoned in 2025, from Z1 to Z4, Multi-Use District. This area is currently vacant. The land to the south and east is zoned Z1, Agriculture. This land is farmed with row crops. There are currently no plans for developing the adjacent vacant properties.

The applicant proposes to subdivide 71.12 acres in the southeast section of Mason City, south of the Stone Pillar development. The preliminary plat shows a Phase 1 consists of 20.87 acres and includes 31 single-family lots and 15 outlots. Outlots 1–5 provide a buffer along 19th Street SE, while Outlots 6–15 are located within the regulated floodplain. The remaining land is proposed as two outlots for future development. The Preliminary Plat has been reviewed in

concept by the Development Review Committee and found to generally meet Ordinance requirements.

Lots 28 – 31 do not conform to the Z2 requirements for lot depth or lot width. Lots 28 and 31 exceed the maximum lot width of 125 feet, while lots 29 and 30 exceed the maximum lot depth of 150 feet. The Zoning Board of Adjustment approved variances to these lots on March 3, 2026.

Analysis: The preliminary plat was prepared by Craig Beedle and bears his seal. The proposed subdivision is named Tahoe First Subdivision. Although documentation of County Auditor approval of the subdivision name has not been provided, there is no evidence of another subdivision in Cerro Gordo County with the same or a similar name. The proposed street names are also distinct from existing street names in Mason City.

The plat covers 71.12 acres and is divided into three main sections. The western section, consisting of 20.87 acres, is identified as Phase 1 and includes 31 single-family building lots. Fifteen of the lots back up to an outlot. Behind Lots 1-5 are 15-foot-deep outlots (Outlots 1-5) extending across the width of each adjacent building lot. These outlots will provide a buffer between 19th Street SE and the future homes. Staff recommends that the Dedication of Plat or Covenants recorded with the Final Plat require that: 1) the outlots be owned and maintained by the adjoining property owner and not be sold separately; 2) no structures, including fences, be permitted on the outlots; and 3) the adjoining owners maintain a landscaped buffer within the outlots.

Lots 6-15 extend along the west and south sides of the subdivision and slope toward Mason Creek, allowing for the construction of walk-out basements. Each lot is separated from Mason Creek by a corresponding outlot (Outlots 6-15). These outlots are within the regulated Mason Creek floodplain. Separating the building lots from the floodplain outlots allows buyers to demonstrate that their homesites are outside the regulated floodplain. The final Dedication of Plat or Covenants must require that these outlots remain under the ownership and maintenance of the adjoining building lot owner and that the outlots may not be sold separately or combined with any other lot or outlot. No structures may be placed on these outlots.

The plat shows a 60-foot right-of-way (ROW) for South Louisiana Avenue, with plans indicating a pavement width of 27 feet, consistent with the requirements for a local street. However, South Louisiana Avenue is proposed to extend south for future development, thus becoming a minor collector for this and future subdivisions. A 31-foot pavement, with parking on both sides, should be required. Section 11-11-4.B.7 of the Subdivision Ordinance requires a 66-foot

ROW for minor collector streets. However, staff does not anticipate traffic volumes will reach the minor collector's typical volume of 1,500 vehicles per day. Therefore, a variance allowing the proposed 60-foot ROW is acceptable. This is consistent with the existing portion of South Louisiana Avenue in Stone Pillar, which has a 31-foot pavement width and a 60-foot ROW. The City is willing to participate in the additional cost of upgrading the pavement width from 27' to 31'. Staff recommends a condition of approval requiring the plans to be revised to show a 31' pavement width. A development agreement for the upsizing of the road will be part of the Final Plat of Subdivision approval.

Sidewalks will be required on both sides of all streets within the subdivision. To avoid damage from heavy equipment during home construction, sidewalks may be installed after each house is completed. Staff recommends that the Dedication of Plat or Covenants require an owner who purchases an adjacent lot to be kept vacant to install the sidewalk within nine months of purchasing that lot. Street trees will also be required on both sides of all streets, as provided in the Subdivision and Zoning ordinances.

The remainder of the plat consists of two outlots reserved for future development. Outlots A and B are affected by an existing sanitary sewer main located within an easement. The main serves the southeast portion of the city and runs east and north through the property to the Wastewater Treatment Plant. Future development may require relocation of the sewer main.

Dedication of Plat or Covenants. The applicant has submitted draft covenants to be included in the Dedication of Plat or recorded separately with the Final Plat of Subdivision. The draft contains 19 restrictions that are typical for this type of development. These include prohibiting commercial uses except for home-based businesses permitted by ordinance; establishing minimum house sizes; allowing one small shed per lot; prohibiting flat roofs and fences; requiring developer approval of building designs; and prohibiting the removal of fill from lots without developer approval. The draft also requires Outlots 1-15 to remain under the ownership of the adjacent building lot owner.

Staff recommends that the final Dedication of Plat or Covenants include the following:

1. The owners of Outlots 1-5 must maintain a landscaped buffer within each outlot. No structures may be constructed, erected, or placed on these outlots.
2. The owners of Outlots 6-15 may not alter the finished grade through excavation, filling, or regrading. No structures may be constructed, erected, or placed on these outlots.

3. Each buyer of a lot adjacent to Outlots 1-15 must receive, at the time of purchase or resale, a statement explaining the applicable outlot restrictions described above.
4. Sidewalks are required on both sides of all streets within the subdivision. Each lot's sidewalk must be constructed after the house is completed and heavy equipment is no longer needed on the site. If an owner purchases an adjacent lot, a sidewalk must be constructed along the full street frontage of that lot within nine (9) months of purchase.
5. Driveways on Lots 26 and 27 may not interfere with the sidewalk extensions and ramps extending from Onyx Drive.

The Planning and Zoning Commission included the above as conditions of approval with its recommendation to approve the Preliminary Plat.

Comprehensive Plan. The 2024 North Iowa Corridor Joint Comprehensive Plan designates most of the area as Medium Intensity, which allows a mix of residential and nonresidential uses at moderate densities. Although the proposed single-family subdivision is less intensive than anticipated under this designation, it does not preclude single-family development. The property west of the subdivision, zoned Z4 Multi-Use District, allows a more intensive mix of commercial and higher density uses, consistent with the Mixed Business designation on the Future Land Use Map. Along Mason Creek, the Plan designates the area as Parks and Open Space. Prohibiting construction on the proposed outlots supports this designation. Overall, staff finds that the Phase 1 development proposed by the Preliminary Plat is consistent with the Comprehensive Plan.

Department, Utility, and Public Comment. City departments and utility providers were asked to comment on the proposed subdivision. No comments have been received. A notice of the Planning and Zoning Commission public hearing was published in the Globe Gazette, and signs were posted on the site. Notice of the public hearing was sent to all property owners within 350 feet of the proposed subdivision. There were no comments or questions from the public during the P&Z public hearing. To date, no written comments have been received.

Budget Impact:

There is no impact to the operating budget resulting from this approval. Eventual development of the platted lots will lead to new taxable valuation.

Council Action Requested:

Staff recommends approval of the Preliminary Plat for Tahoe First Subdivision, subject to the conditions recommended by the Planning and Zoning Commission:

1. The final Dedication of Plat or Covenants, to be submitted with the Final Plat of Subdivision, shall include the following:
   a. The owners of Outlots 1-5 must maintain a landscaped buffer within each outlot. No structures may be constructed, erected or placed on these outlots.
   b. The owners of Outlots 6-15 may not alter the finished grade by excavation, filling, or regrading. No structure may be constructed, erected or placed on these outlots.
   c. Each buyer of a lot adjacent to Outlots 1-15 must be provided, at the time of purchase or resale, a statement regarding ownership and maintenance of the outlots as outlined above.
   d. Sidewalks will be required on both sides of all streets within the subdivision. The sidewalk for each lot will be constructed after the house has been erected and there is no further need for heavy equipment on the site. If an owner purchases an adjacent lot, a sidewalk must be constructed along the full street frontage of that lot within nine (9) months of purchase.
   e. Driveways on Lots 26 and 27 may not interfere with sidewalk extensions and ramps extending from Onyx Drive.
2. The plans shall be revised to show a 31' pavement width on South Louisiana Avenue. A development agreement between the City and Tahoe Development for sharing the cost of upsizing the pavement from 27' to 31' shall be submitted and considered as part of the Final Plat of Subdivision approval.

Staff also recommends approval of a variance to the Subdivision Ordinance requiring a 66' right-of-way width for a minor collector street on South Louisiana Avenue. The City Council is authorized to grant variances to the subdivision regulations.

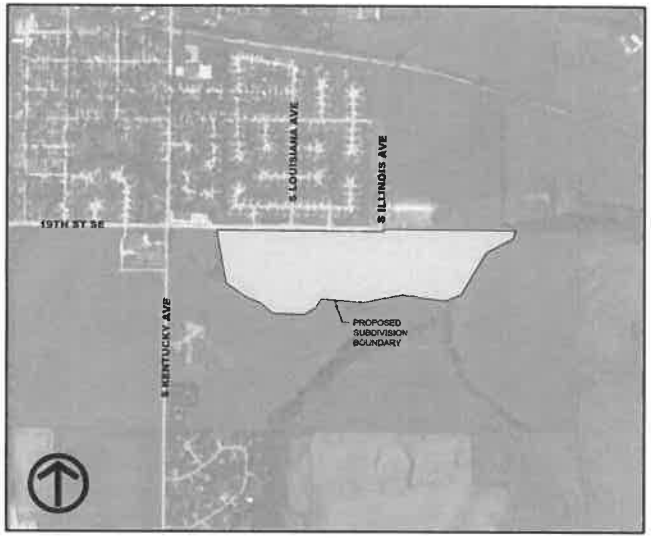
Attachments:

1. Preliminary Plat of Subdivision plan set
2. Draft Declaration of Covenants

Steven J. Van Steenhuyse
Director of Development Services

Reviewed and Recommend Approval

PRELIMINARY PLAT
TAHOE FIRST SUBDIVISION
PORTIONS OF THE SOUTH HALF OF SECTION 14 T96N R20W
CITY OF MASON CITY, CERRO GORDO COUNTY, IOWA



VICINITY MAP
NOT TO SCALE

PROPERTY DESCRIPTION:

A PARCEL IN THE N1/2 OF THE S1/2 OF SECTION 14, T-96-N, R-20-W OF THE 5TH PRINCIPAL MERIDIAN, MASON CITY, CERRO GORDO COUNTY, IOWA. SAID PARCEL MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE W1/4 CORNER OF SECTION 14; THENCE S89°31'06"E (AN ASSUMED BEARING) ALONG THE NORTH LINE OF SW1/4 OF SECTION 14 FOR 633.47 FEET; THENCE S0°28'54"W FOR 33.00 FEET TO THE POINT OF BEGINNING; THENCE S10°05'27"E FOR 696.98 FEET; THENCE S54°23'01"E FOR 303.99 FEET; THENCE S67°25'10"E FOR 215.69 FEET; THENCE S49°43'51"E FOR 207.82 FEET; THENCE S87°57'45"E FOR 405.28 FEET; THENCE N60°00'56"E FOR 173.25 FEET; THENCE N34°12'11"E FOR 129.95 FEET; THENCE S85°45'09"E FOR 540.34 FEET; THENCE N79°05'25"E FOR 505.77 FEET; THENCE S83°08'09"E FOR 569.54 FEET; THENCE N67°29'06"E FOR 211.65 FEET; THENCE N31°09'56"E FOR 631.12 FEET; THENCE N61°36'14"E FOR 393.78 FEET; THENCE N18°11'55"E FOR 111.81 FEET TO THE NORTH LINE OF THE SE1/4 OF SECTION 14; THENCE N89°32'47"W ALONG SAID NORTH LINE FOR 1706.56 FEET; THENCE S0°27'13"W FOR 33.00 FEET; THENCE N89°32'47"W FOR 146.02 FEET TO THE WEST LINE OF THE SE1/4; THENCE N89°31'06"W PARALLEL WITH AND 33.00 FEET SOUTH OF THE NORTH LINE OF THE SW1/4 FOR 2006.79 FEET TO THE POINT OF BEGINNING.

SAID DESCRIPTION CONTAINS 71.122 ACRES MORE OR LESS AND IS SUBJECT TO EASEMENTS OF RECORD.

PROPERTY OWNER
TAHOE DEVELOPMENT COMPANY
12 NORTH TAFT AVE.
MASON CITY, IOWA 50401

SUBDIVIDER
TAHOE DEVELOPMENT COMPANY
12 NORTH TAFT AVE.
MASON CITY, IOWA 50401

DEVELOPER
TAHOE DEVELOPMENT COMPANY
12 NORTH TAFT AVE.
MASON CITY, IOWA 50401

SURVEY REQUESTED BY
TAHOE DEVELOPMENT COMPANY
12 NORTH TAFT AVE.
MASON CITY, IOWA 50401

SURVEYOR/ENGINEER
CRAIG W. BEEDLE, PLS #17913
VEENSTRA & KIMM, INC.
2800 FOURTH STREET SW STE. 9
MASON CITY, IOWA 50401

DATE OF SURVEY
AUGUST 2024

ZONING
CURRENT: Z2 SUB-URBAN DISTRICT

PROPOSED: Z2 SUB-URBAN DISTRICT

GENERAL NOTES
1. PUBLIC STREET PAVING IS INCLUDED IN THIS PROJECT
2. SETBACKS
   2.1. Z2
   REAR= 25' MIN.
   FRONT= 25' MIN. - 35' MAX.
   SIDE= 6' MIN.
3. OVERALL PROPERTY = 71.12 ACRES
4. PHASE ONE = 21.36 ACRES

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE:
NAME: JASON A PETERSBURG
DATE: 10/14/2026
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2026
PAGES COVERED BY THIS SEAL: 2-3, 6-8

LICENSED PROFESSIONAL ENGINEER
JASON A PETERSBURG
19917
IOWA

CITY OF MASON CITY APPROVAL

BY:
ADMINISTRATIVE OFFICER DATE

RESOLUTION NUMBER:

PROFESSIONAL LAND SURVEYOR
CRAIG W. BEEDLE
17913
IOWA

SURVEYOR'S CERTIFICATION

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

SIGNED DATE 10/14/26
CRAIG W. BEEDLE, L.S., IOWA LICENSE NO. 17913
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2027
PAGES OR SHEETS COVERED BY THIS SEAL:
1, 4 & 5

DATE	REVISIONS

SCALE	AS NOTED
DRAWN	ESHERIFF
CHECKED	JPETERSBURG
APPROVED	JPETERSBURG
DATE	10/14/2026
ISSUED FOR	PRELIMINARY

VEENSTRA & KIMM INC.
A Kleinfelder Company

TAHOE FIRST SUBDIVISION
MASON CITY, IOWA

2800 Fourth Street SW - Suite 9 • Mason City, Iowa 50401-1596
641-421-8008 • 515-225-7848(FAX) • 1-800-241-8000

COVER DRAWING
PRELIMINARY PLAT

SHEET NO.
—
1 OF 8
PROJECT 364-471

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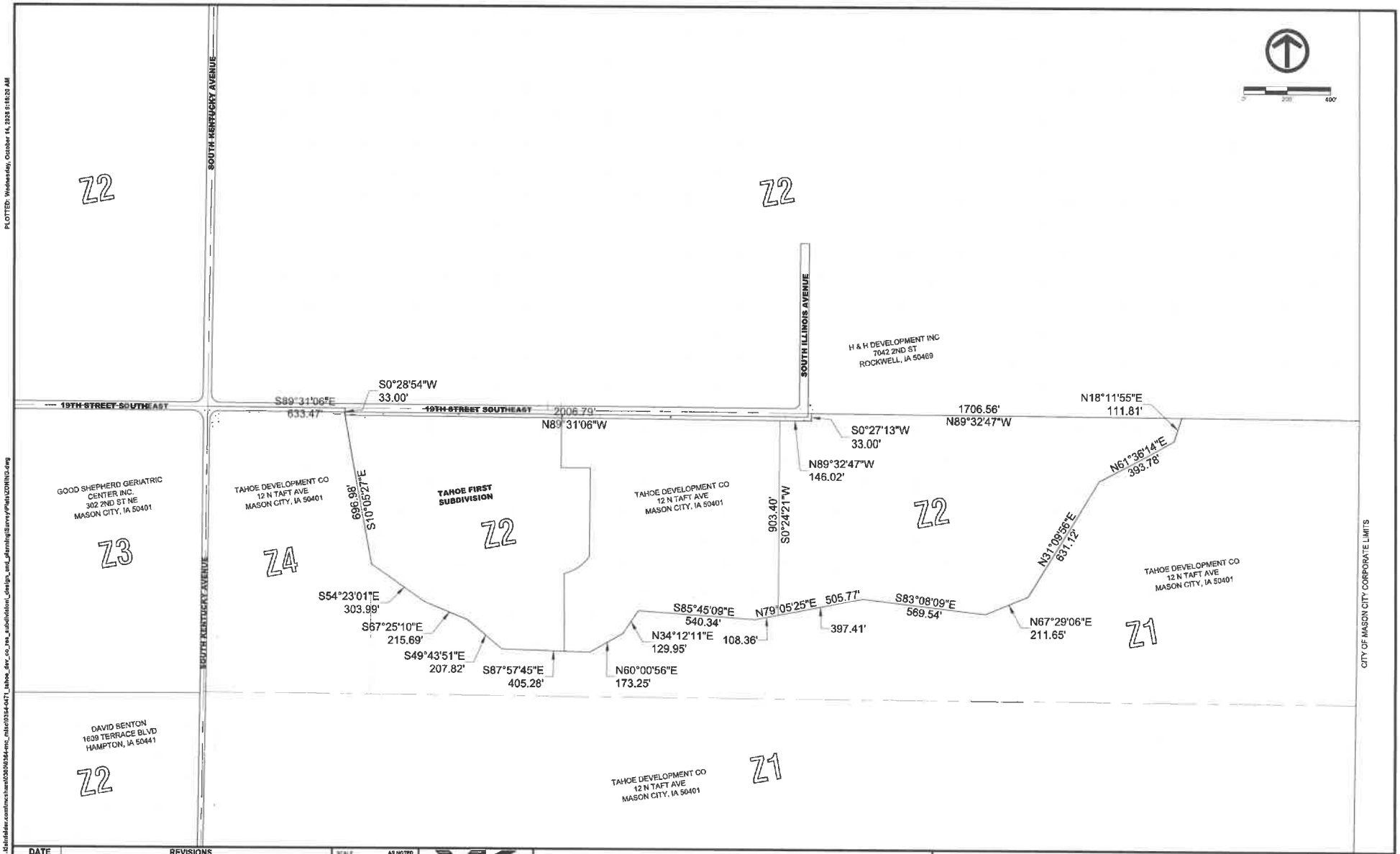

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DATE	REVISIONS

SCALE	AS NOTED
DRAWN	ESHERIFF
CHECKED	JPETERSBURG
APPROVED	JPETERSBURG
DATE	10/14/2025
ISSUED FOR	PRELIMINARY

VEENSTRA & KIMM INC.
A Kleinfelder Company

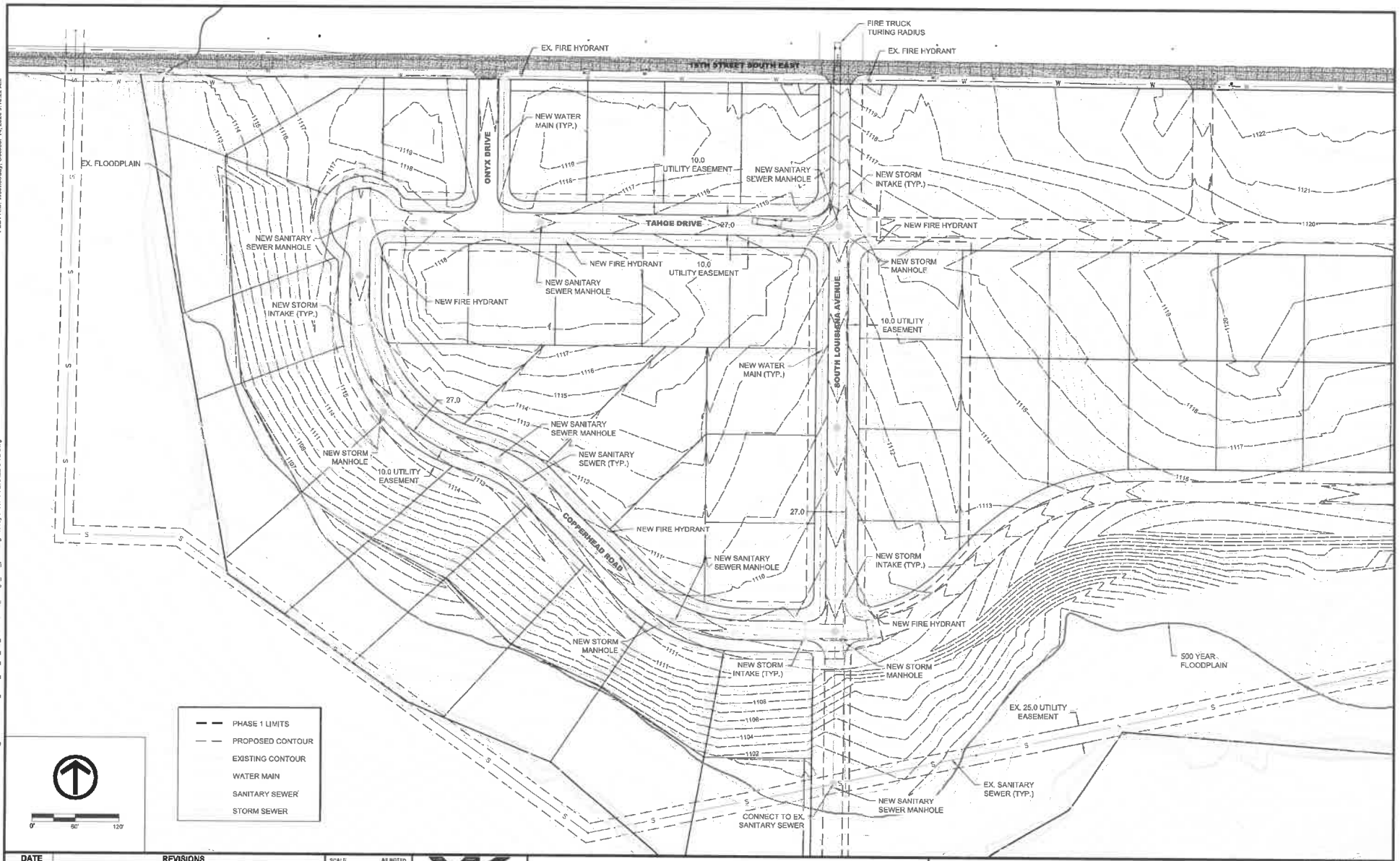
TAHOE FIRST SUBDIVISION
MASON CITY, IOWA

2800 Fourth Street SW - Suite 9 • Mason City, Iowa 50401-1596
641-421-8008 • 515-225-7848(FAX) • 1-800-241-8000

ZONING

SHEET NO.
—
2 OF 8

PROJECT 384-471



DATE	REVISIONS

SCALE	AS NOTED
DRAWN	ESHERIFF
CHECKED	JPETERSBURG
APPROVED	JPETERSBURG
DATE	10/14/2025
ISSUED FOR	PRELIMINARY

VEENSTRA & KIMM INC.
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OVERALL SITE

SHEET NO.
3 OF 8

PROJECT 364-471

X-REFS: BASE DRAWING
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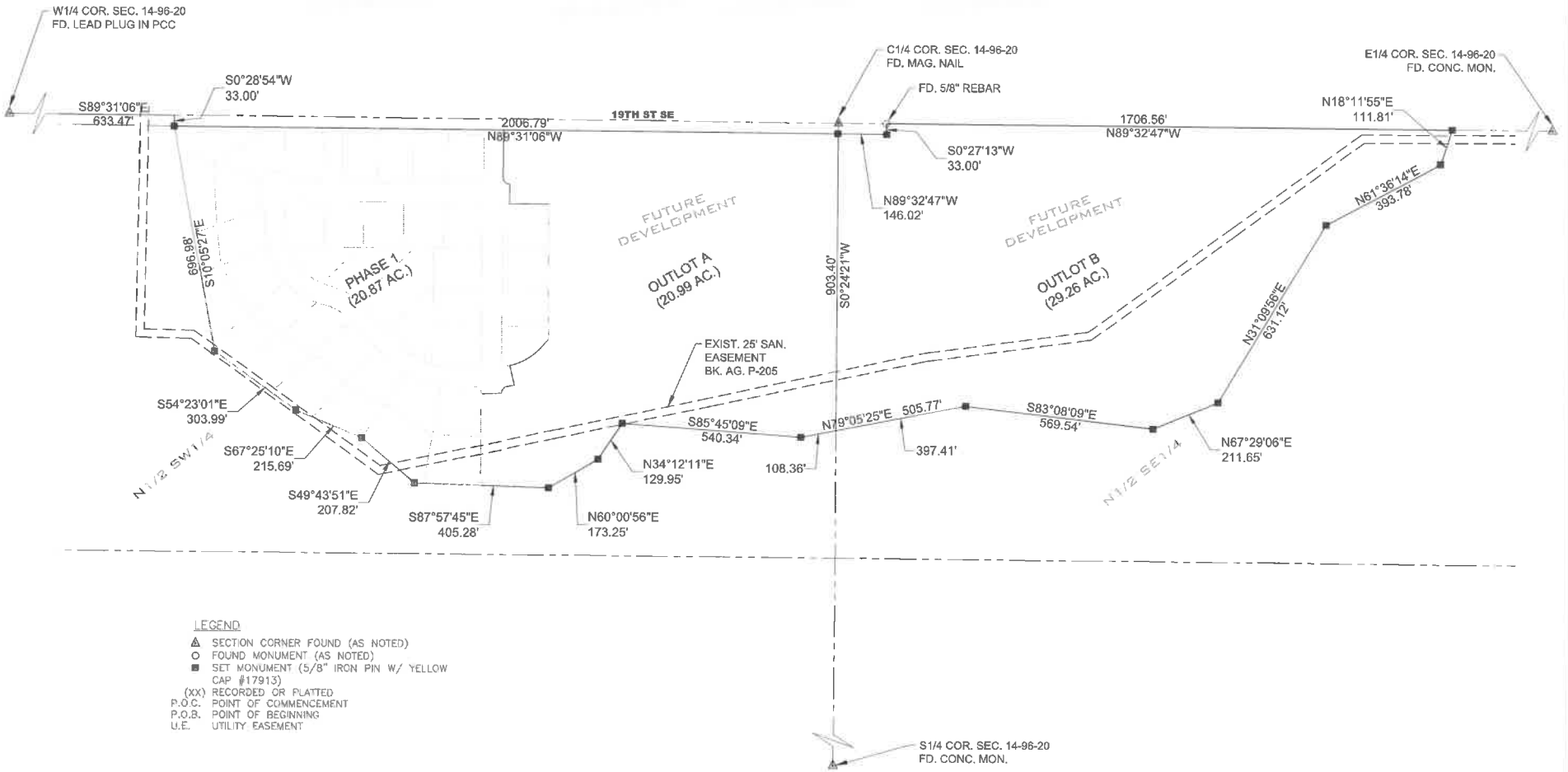

LEGEND

- ⚠ SECTION CORNER FOUND (AS NOTED)
- ○ FOUND MONUMENT (AS NOTED)
- ■ SET MONUMENT (5/8" IRON PIN W/ YELLOW CAP #17913)
- (XX) RECORDED OR PLATTED
- P.O.C. POINT OF COMMENCEMENT
- P.O.B. POINT OF BEGINNING
- U.E. UTILITY EASEMENT

DATE	REVISIONS

SCALE	AS NOTED
DRAWN	CBEEDLE
CHECKED	JPETERSBURG
APPROVED	JPETERSBURG
DATE	10/14/2025
ISSUED FOR	PRELIMINARY

VEENSTRA & KIMM INC.
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MASON CITY, IOWA

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PRELIMINARY PLAT

SHEET NO.
—
4 OF 8
PROJECT 364-471

X-REFS: 364-471 Tahoe Development Master Topo
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PLOTTED: Wednesday, October 14, 2025 9:16:23 AM



Curve Table					
Curve #	Length	Radius	Delta	Chord Bearing	Chord Dist.
C1	31.416	20.000	090.0000	N44°31'06"W	28.28'
C2	31.416	20.000	090.0000	N45°28'54"E	28.28'
C3	31.416	20.000	090.0000	S44°31'06"E	28.28'
C4	31.416	20.000	090.0000	S45°28'54"W	28.28'
C5	7.776	8.000	055.6922	N61°40'20"W	7.47'
C6	36.082	63.500	032.5563	N50°05'15"W	35.60'
C7	84.912	63.500	076.5253	S75°21'18"W	78.65'
C8	99.293	63.500	089.5917	S7°42'13"E	89.48'
C9	7.398	8.000	052.9824	S26°00'29"E	7.14'
C10	55.460	243.500	013.4074	S7°13'19"E	55.36'
C11	116.097	243.500	027.3178	S28°35'04"E	115.00'
C12	116.097	243.500	027.3178	S55°54'08"E	115.00'
C13	27.017	243.500	006.3571	S72°44'22"E	27.00'
C14	85.765	156.500	031.3997	S60°13'06"E	84.70'
C15	49.586	243.500	011.6675	S50°21'08"E	49.50'
C16	116.097	243.500	027.3178	S69°50'41"E	115.00'
C17	25.562	243.500	006.0148	S88°30'39"E	25.55'
C18	31.416	20.000	090.0000	S44°31'06"E	28.28'
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C20	22.360	243.500	005.2613	N79°22'54"E	22.35'
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C25	157.975	183.500	049.3259	S43°16'00"E	153.14'
C26	25.585	183.500	007.9885	S71°55'26"E	25.56'
C27	100.608	216.500	026.6254	S82°36'19"E	99.70'
C28	18.041	216.500	004.7744	S48°54'20"E	18.04'
C29	99.618	183.500	028.2635	S56°39'00"E	89.60'
C30	53.602	183.500	016.7365	S81°09'00"E	53.41'
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C32	36.209	20.000	103.7305	N51°23'01"W	31.48'
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0' 70' 140'

LEGEND
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- ○ FOUND MONUMENT (AS NOTED)
- ■ SET MONUMENT (5/8" IRON PIN W/ YELLOW CAP #17913)
- (XX) RECORDED OR PLATTED
- P.O.C. POINT OF COMMENCEMENT
- P.O.B. POINT OF BEGINNING
- U.E. UTILITY EASEMENT

DATE	REVISIONS

SCALE	AS NOTED
DRAWN	CBEEDLE
CHECKED	JPETERSBURG
APPROVED	JPETERSBURG
DATE	10/14/2026
ISSUED FOR	PRELIMINARY

VEENSTRA & KIMM INC.
A Kleinfelder Company

TAHOE FIRST SUBDIVISION
MASON CITY, IOWA

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PRELIMINARY PLAT

SHEET NO. — 5 OF 8

PROJECT 384-471

PLOTTED: Wednesday, October 14, 2026 9:16:33 AM
X-REFS: 384-471 Tahoe Development Master Topo
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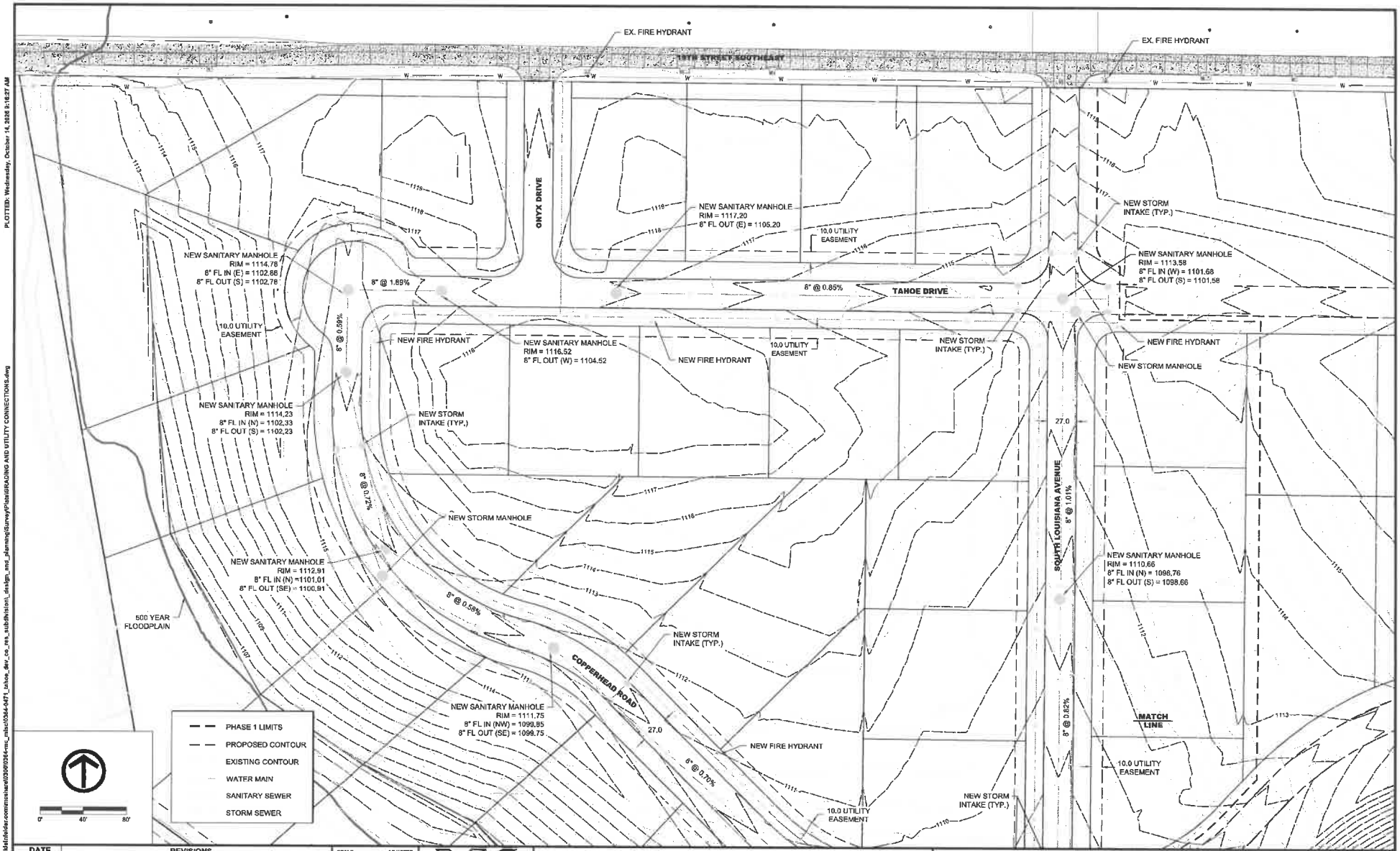

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SCALE	AS NOTED
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CHECKED	JPETERSBURG
APPROVED	JPETERSBURG
DATE	10/14/2025
ISSUED FOR	PRELIMINARY

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TAHOE FIRST SUBDIVISION
MASON CITY, IOWA

GRADING AND UTILITY CONNECTIONS

SHEET NO.
6 OF 8

PROJECT 354-471

X-REFS: BASE DRAWING
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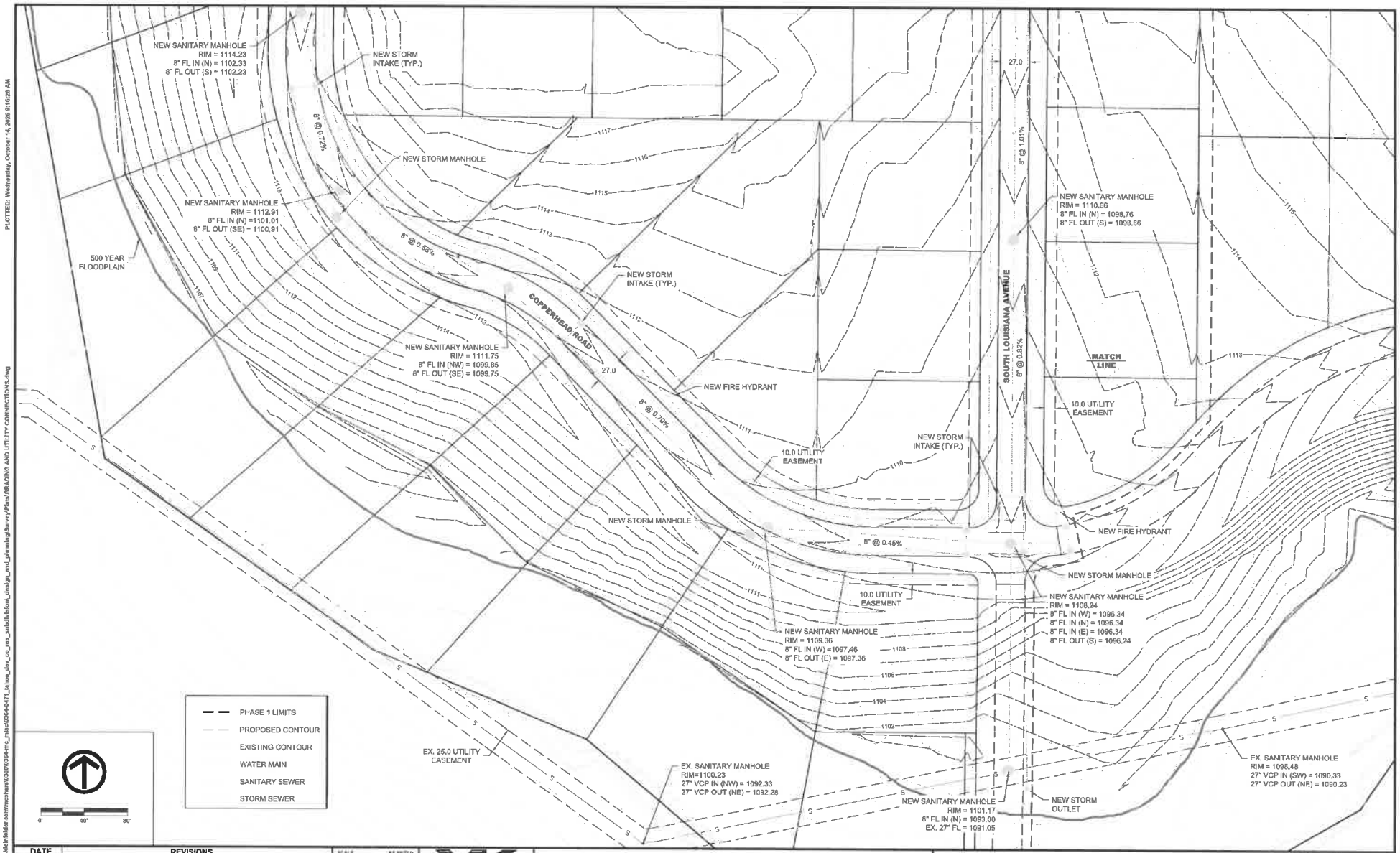

DATE	REVISIONS

SCALE	AS NOTED
DRAWN	ESHERIFF
CHECKED	JPETERSBURG
APPROVED	JPETERSBURG
DATE	10/14/2025
ISSUED FOR	PRELIMINARY

VEENSTRA & KIMM INC.
A Kleinfelder Company

TAHOE FIRST SUBDIVISION
MASON CITY, IOWA

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GRADING AND UTILITY CONNECTIONS

SHEET NO.
7 OF 8

PROJECT 384-471

PLOTTED: Wednesday, October 14, 2026 9:16:28 AM

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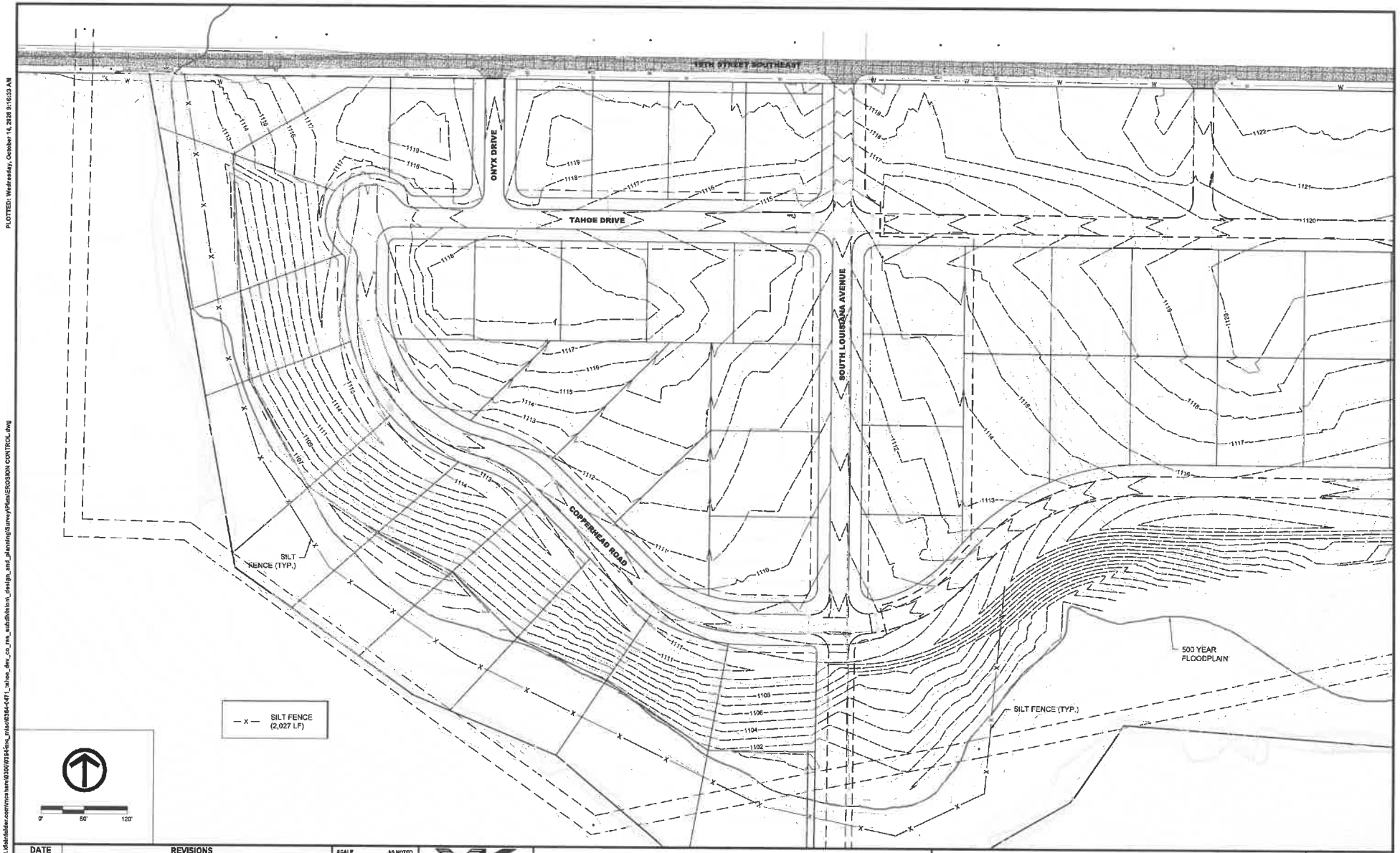

DATE	REVISIONS

SCALE	AS NOTED
DRAWN	ESHERIFF
CHECKED	JPETERSBURG
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ISSUED FOR	PRELIMINARY

VEENSTRA & KIMM INC.
A Kleinfelder Company

TAHOE FIRST SUBDIVISION
MASON CITY, IOWA

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EROSION CONTROL

SHEET NO.
8 OF 8

PROJECT 354-471

PLOTTED: Wednesday, October 14, 2026 9:16:33 AM

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DRAFT COVENANTS
TAHOE FIRST SUBDIVISION
MASON CITY, IOWA

STATE OF IOWA, CERRO GORDO COUNTY

The following conditions, restrictions, covenants, agreements and reservations (collectively referred to as "Restrictions") are established and created as binding upon and a charge against each Lot in the Subdivision and are for the benefit of each present and future owner of any Lot in the subdivision and shall constitute covenants running with the land.

The Restrictions shall remain in full force and effect for a term of 21 years from the date this Dedication is recorded. Any person described in Iowa Code section 614.24 may file a verified claim with the Cerro Gordo County Recorder within said 21 years extending for a further period of 21 years the time within which the restrictions shall be in full force and effect. The recordation of a Deed conveying a Lot within the Subdivision shall constitute the filing of a verified claim as to all of the Lots and as to this Dedication of Plat in compliance with Iowa Code Section 614.24. The restrictions may be amended by a written instrument filed with the County Recorder and bearing the signatures of no less than 80% of the then lot owners.

The Restrictions are:

1: Each Lot shall be used only for residential purposes. However, a Lot may also be used for a Home Based Business in compliance with City Ordinances.

2. No building shall be moved onto any Lot, provided, however, this shall not preclude precut or similar type

of construction.

3. The building lines shall be as required by the Mason City Zoning Ordinances or as stated on the Plat.

4. Each Lot and the building(s) erected thereon shall at all times be maintained in a neat condition and appearance commensurate with the character of the Subdivision.

5. No livestock shall be kept or permitted on any Lot. Dogs, cats, and household pets are permitted but no animals shall be permitted to run loose.

6. No garbage, garbage cans, ashes, refuse, or trash receptacle shall be allowed on any Lot exposed to view other than on the day or days of collection. No outside incinerator shall be permitted. No burning of rubbish outside a residence shall be permitted.

7. A Lot may be subdivided into smaller Lots or areas provided that such division shall not result in the Lot failing to conform to minimum zoning requirements.

8. No obnoxious or offensive trade shall be conducted upon any Lot nor shall anything be done thereon which may be or become an annoyance or a nuisance to the neighborhood.

9. No trailer, mobile home, motor home, tent, shack, garage, barn, basement house or other building shall be used as a residence either temporarily or permanently nor shall any residence of a temporary character be permitted.

10. For each single level dwelling, there shall be no less than

1500 square feet of living space, excluding porches, garage and basement, and for each multi-level dwelling, there shall be no less than 2,000 square feet of living space, excluding porches, garage and basement.

11. Each Lot may have one small storage building located on the rear of the Lot not to exceed the size permitted by the Mason City Zoning Ordinances.

12. For each dwelling and each detached structure, the pitch of the roof must be no less than 5 over 12 (5/12).

13. No building construction, fence construction, or Lot improvement, including landscaping and architectural arrangement, shall be permitted on any Lot until after plans and specifications of the following types are submitted to and receive the written approval of Developer or its designated representative or assign:

    (a) Building plans, including:

        (1) Floor plans
        (2) Building profiles
        (3) Contractor

    (b) Site plans, which indicate:

        (1) Building, land coverage and location
        (2) Location, size and surface type of all drives
        (3) Location and type of all exterior lights

    (c) Landscape plans, which indicate:

(1) Planting types, sizes and locations
(2) Grading plans including existing and proposed contours
(3) Ground cover materials
(4) All other outdoor features proposed

(d) Such other plans and information as may be requested.

If Developer or its designated representative or assign does not respond within fifteen (15) days after the plans and specifications have been submitted, the plans and specifications shall be deemed approved.

14. No fences shall be erected except patio privacy fences, landscape fences, and small enclosures to contain children or pets. Property line fences are prohibited.

15. Permanent outside storage of trailers, campers, boats, mobile homes, motor homes, and recreational vehicles is prohibited. For purposes hereof "Permanent" shall mean twenty-one (21) days or more whether continuous or not, in any one twelve (12) month period.

16. Any motor vehicle placed or parked outdoors must be Operative and capable of self-locomotion.

17. No dirt may be removed from any Lot without the prior consent of Developer. If a Lot owner believes excess dirt exists, then Developer shall have the right to direct the Lot owner to stockpile the dirt, or selected portions of such dirt,

for Developer's use on another Lot or on a parcel adjacent to the Subdivision. If Developer has no use for any portion of the dirt, the lot owner is responsible for disposing of excess dirt.

18. In the event an owner of any Lot, or his or her or its assigns, shall violate or attempt to violate any of the Restrictions, it shall be lawful for any other person or persons owning any Lot in the Subdivision to prosecute any proceeding at law or in equity against the person or persons violating or attempting to violate such restrictions and either prevent them from so doing or recover damages for such violations or both.

19. Invalidation or any one of these restrictions by judgment or court order shall in no way affect any of the other provisions which shall remain in full force and effect.

This Dedication is executed by Developer on a separate signature page which also contains the notary acknowledgment. The balance of this page (except for attachment notation) is intentionally left blank.

Outlots:

1 – Outlot A & B shall be reserved for future phases of residential subdivision.

2 – Outlot 1 thru Outlot 15. Each outlot shall be tied and under the same ownership as the lot immediately in front. For example, Outlot 1 shall have the same ownership as Lot 1, Outlot 11 shall have the same ownership as Lot 11, etc. These lot ties shall be perpetual and at no time can the outlot ownership be different than the associated lot.

RESOLUTION NO. 26 -

A RESOLUTION APPROVING A PRELIMINARY PLAT FOR "TAHOE FIRST SUBDIVISION" IN THE CITY OF MASON CITY, IOWA

WHEREAS, the Planning and Zoning Commission of the City of Mason City, Iowa, did on the 10th day of November, 2026, duly approve the Preliminary Plat for "Tahoe First Subdivision", subject to conditions, in the City of Mason City, Iowa, and

WHEREAS, said Plan appears to comply with all other Statutes of the State of Iowa and Ordinances of the City of Mason City, Iowa, relative to plats of additions and subdivisions and necessary and appropriate public improvements will be installed, if applicable;

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

Section 1: That the preliminary plat of "Tahoe First Subdivision" be approved subject to the following conditions:

1. The final Dedication of Plat or Covenants, to be submitted with the Final Plat of Subdivision, shall include the following:
   a. The owners of Outlots 1-5 must maintain a landscaped buffer within each outlot. No structures may be constructed, erected or placed on these outlots.
   b. The owners of Outlots 6-15 may not alter the finished grade by excavation, filling, or regrading. No structure may be constructed, erected or placed on these outlots.
   c. Each buyer of a lot adjacent to Outlots 1-15 must be provided, at the time of purchase or resale, a statement regarding ownership and maintenance of the outlots as outlined above.
   d. Sidewalks will be required on both sides of all streets within the subdivision. The sidewalk for each lot will be constructed after the house has been erected and there is no further need for heavy equipment on the site. If an owner purchases an adjacent lot, a sidewalk must be constructed along the full street frontage of that lot within nine (9) months of purchase.
   e. Driveways on Lots 26 and 27 may not interfere with sidewalk extensions and ramps extending from Onyx Drive.

2. The plans shall be revised to show a 31' pavement width on South Louisiana Avenue. A development agreement between the City and Tahoe Development for sharing the cost of upsizing the pavement from 27' to 31' shall be submitted and considered as part of the Final Plat of Subdivision approval.

Staff also recommends approval of a variance to the Subdivision Ordinance requiring a 66' right-of-way width for a minor collector street on South Louisiana Avenue. The City Council is authorized to grant variances to the subdivision regulations.

PASSED AND APPROVED this 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 19

The City of Mason City IOWA

DEVELOPMENT SERVICES

Memorandum

To: Aaron Burnett, City Administrator

From: Ella Phillips, City Planner

Through: Steven Van Steenhuyse, Director of Development Services SVS

Date: November 23, 2026

RE: **Public Hearing: Amendments to Title 12, Chapters 12-2, 12-8 and 12-16 of the Zoning Ordinance:** review of amendments to update definitions and zoning standards for healthcare, recovery, and civic support uses, establish standards for emergency shelters, and establish traffic visibility standards (1st, 2nd, or FINAL).

Recommendation:

The Planning and Zoning Commission held a public hearing on amendments to chapters 12-2, 12-8, and 12-16 of Title 12 (the Zoning Ordinance) of the City Code at its November 10, 2026, meeting. There were no public comments, and no written comments were received. The Commission voted unanimously to recommend that the City Council approve the proposed amendments. Staff concurs and requests that the Council convene a public hearing. After closing the public hearing, Staff requests that the Council approve the amendment on first consideration (1st, 2nd, or FINAL).

Review:

The City's current zoning regulations do not specifically address emergency homeless shelters, community resource centers, or certain residential recovery and health-care facilities. As a result, these uses may fall under existing classifications that do not accurately reflect their intended operations, services, or occupancy characteristics.

Recent interest from community organizations in establishing emergency shelter and supportive service facilities within Mason City has identified a need to clarify how these uses are classified and regulated under the Zoning Ordinance.

The proposed amendments are intended to establish clear definitions, identify appropriate zoning districts, and provide development and operational standards for these facilities. The amendments also distinguish between temporary shelter, daytime supportive services, and licensed residential health-care facilities.

Additionally, the amendments address an inconsistency in the traffic visibility standards for driveways and alleys by aligning the regulated obstruction height with the standards applicable to corner lots.

These changes will provide a more consistent framework for reviewing future development proposals while maintaining appropriate oversight of building occupancy, fire safety, site development, facility operations, and traffic visibility.

Amendments: The proposed amendments are discussed in the order they appear in the Zoning Ordinance. The attached Redline chapters show the proposed changes. Added language is underlined and deleted language is ~~struck through~~. Minor or self-evident changes are not discussed in detail.

1) Section 12-2-2, Definitions

The proposed amendments establish new definitions and revise existing definitions to distinguish between different types of residential, health-care, and civic support facilities. These changes are intended to eliminate ambiguity between uses that may provide similar services but differ in their primary function, duration of occupancy, and level of care.

- Emergency Homeless Shelter: Establishes a separate classification for facilities providing temporary overnight accommodations to persons experiencing homelessness for stays of 30 days or less, without establishing residential tenancy. This distinction separates emergency shelter operations from traditional residential housing, transitional housing, and other lodging uses, allowing the City to establish specific development and operational requirements.

- Community Resource Center: Defines facilities providing nonresidential daytime supportive services, including restrooms, showers, laundry, food, case management, referrals, and similar assistance. This definition distinguishes daytime service facilities from emergency homeless shelters and residential uses, recognizing that these facilities do not provide overnight accommodations and have different operational characteristics.
- Residential Health-Care Facility: Establishes a classification for state-licensed or certified residential care facilities, nursing facilities, skilled nursing facilities, and assisted-living programs. These uses combine residential accommodations with varying levels of personal assistance, supervision, or health-related care. The definition distinguishes regulated residential care facilities from hospitals, outpatient clinics, and other group living arrangements.
- Group Dwelling: Revises the existing definition to clarify its application to group residential living arrangements providing accommodation, board, personal assistance, and essential daily living activities. This amendment distinguishes group dwellings from licensed residential health-care facilities and other residential classifications, reducing overlap between uses with different levels of care and regulatory requirements.
- Clinic: Updates the existing definition to recognize a broader range of outpatient medical and health-care services, including behavioral health, diagnostic, therapeutic, rehabilitative, and other treatment services. The amendment clarifies that clinics provide outpatient care and do not include facilities principally providing overnight residential accommodations or care.

Together, these revisions establish clearer distinctions between temporary lodging, daytime supportive services, residential living arrangements, and medical or health-care facilities. These distinctions will help staff determine the appropriate zoning classification and review process for future development proposals.

2) Section 12-8-2, Table 2, Zoning Form and Function Table

The proposed amendments revise Section 12-8-2, Table 2, Zoning Form and Function Table, to identify the zoning districts in which the newly defined uses may be established and the required approval processes.

- Emergency homeless shelters are proposed as conditional uses in the Z3 General Urban, Z4 Multi-Use, and Z6 Industrial districts.

- Community resource centers are proposed as conditional uses in the Z4 Multi-Use, Z5 Central Business, and Z6 Industrial districts.
- Residential health-care facilities are proposed as permitted uses in the Z3 General Urban, Z4 Multi-Use, and Z5 Central Business districts.

Requiring conditional-use approval for emergency homeless shelters and community resource centers provides the Zoning Board of Adjustment with an opportunity to review proposed facilities individually and establish conditions appropriate to the location and proposed operations.

3) Section 12-16-5(L), Required Landscaping and Screening - Emergency Homeless Shelters

The proposed amendment establishes specific screening requirements for outdoor areas associated with emergency homeless shelters.

The requirements are intended to provide visual separation between shelter outdoor spaces and adjacent streets, sidewalks, trails, residential properties, and uses.

Acceptable screening methods include opaque fencing, masonry walls, or continuous landscape hedges meeting the dimensional and material requirements established in the ordinance.

These standards are intended to address compatibility with surrounding properties while allowing flexibility in the design of individual facilities.

4) Section 12-16-6(B), Traffic Visibility - Alleys and Driveways

The proposed amendment increases the lower height threshold for regulated visibility obstructions along driveways and alleys from two feet (2') to four feet (4'), consistent with the existing standard for corner lots under Section 12-16-6(A).

Under the revised language, structures, plantings, fences, and other obstructions may not materially impede traffic or pedestrian visibility between four feet (4') and eight feet (8') in height where a driveway or alley intersects a public way.

This amendment establishes uniform visibility standards throughout the Zoning Ordinance, particularly for fencing and landscaping, and promotes

consistent code interpretation and enforcement across City departments. The existing provision allowing the Administrative Officer to consider whether an obstruction creates a safety hazard remains unchanged.

5) Section 12-16-26 – Emergency Homeless Shelters

The proposed amendment establishes specific operational and development standards for emergency homeless shelters.

Under the proposed regulations, shelters would be required to:

- Identify a responsible operator and provide emergency and code-compliance contact information to the City.
- Obtain conditional-use approval from the Zoning Board of Adjustment and a certificate of occupancy before commencing operations.
- Comply with the maximum occupant load established by the Building Official and Fire Department.
- Submit and maintain a facility management plan addressing occupancy, hours of operation, intake and discharge procedures, staffing, emergency procedures, personal belongings, refuse control, security, transportation, and compliance concerns.
- Install and maintain required landscaping and screening.
- Maintain compliance with applicable building, fire, occupancy, property-maintenance, and zoning regulations, including conditions established through the conditional-use approval process.

These standards establish a consistent review process for emergency homeless shelters while allowing the City to evaluate individual proposals based on their location, capacity, and operational characteristics.

Budget Impact:

This ordinance has no impact on the operating budget.

Council Action Requested:

Staff requests that the City Council convene a public hearing to consider the proposed amendments to Chapters 12-2, 12-8 & 12-16 of Title 12, the Zoning Ordinance. After the public hearing closes, Staff requests that the Council approve them on first consideration (1st, 2nd, or FINAL).

Attachments:

1. Redline copy of Amendments to Chapter 12-2, Definitions
2. Redline copy of Amendments to Chapter 12-8, Zoning Districts

3. Redline copy of Amendments to Chapter 12-16, Zoning Standards

Ella Phillips, City Planner

Reviewed and Recommend Approval

Chapter 12-2: DEFINITIONS

12-2-1 General Provisions

12-2-2 Definitions

CLINIC: the principal use of which is for ~~medical or dental study and/or treatment, and in which the services of professionals in the medical, veterinary or dental fields of practice are provided~~ outpatient medical, dental, veterinary, behavioral-health, diagnostic, therapeutic, rehabilitative, dialysis, surgical, or other healthcare examination or treatment by licensed or otherwise authorized healthcare professionals. Patients are not admitted for overnight residence. A clinic does not include a hospital, residential health-care facility, assisted living program, nursing facility, or other use principally providing overnight residential care.

COMMUNITY RESOURCE CENTER: A facility providing nonresidential daytime services to persons in need, which may include access to public restrooms, showers, laundry facilities, food, mail services, case management, referrals, transportation assistance, or similar supportive services. This term does not include overnight lodging, an emergency homeless shelter, residential treatment, or a residential dwelling.

EMERGENCY HOMELESS SHELTER: A building or portion thereof whose primary function is to provide short term lodging and may also provide some combination of personal care, social or counseling services and transportation to persons experiencing homelessness, without requiring a lease or other agreement creating a residential tenancy. For the purposes of this section, short-term lodging shall include facilities offering lodging for 30 days or less.

A. An emergency homeless shelter does not include a hotel, inn, bed and breakfast, residence lodging, family home, group dwelling, single-room occupancy building, boarding or rooming house, transitional housing, permanent supportive housing, correctional facility, or residential treatment facility.

GROUP DWELLING: A group home for the sheltered care of persons ~~that, in addition to providing food and shelter, may also provide some combination of personal care, social or counseling services and transportation~~ and provides accommodation, board, personal assistance, and essential daily-living activities for persons not able to care adequately for themselves because of illness, disease, or physical or mental infirmity. This definition does not include a family home.

RESIDENTIAL HEALTH-CARE FACILITY: A facility or program that is licensed or certified by the State of Iowa, or that is of a type required by state law to be licensed or certified, and that provides residential accommodations together with personal assistance, health-related care, nursing care, rehabilitation, supervision, or continuing support services. This term includes; a residential care facility as defined in Iowa Code section 135C.1; a nursing facility or skilled nursing facility as defined and regulated under Iowa Code chapter 135C; and an assisted-living program as defined and regulated under Iowa Code chapter 231C. This term does not include a hospital, family home, group dwelling, clinic, recovery residence, or emergency homeless shelter.

Chapter 12-8: ZONING DISTRICTS - GENERAL

12-8-1 Zoning District Descriptions:

12-8-2 Permitted and Conditional Uses in Z-Districts

The Zoning Form and Function Table (see section 12-8-3, table 2 of this chapter) establishes the permitted and conditional forms and functions allowed in the Z Districts. If not specifically permitted or conditional, the form or function is prohibited in that Z Districts. New development associated with the allowed uses will be subject to the following review and approval process.

A. P – Permitted subject to administrative site plan compliance approval. This use is a permitted use within the appropriate zoning district. An applicant or developer should consult each zoning district to determine setback and building placement standards as well as chapters 16, "Zoning Standards," and 7, "Development Review Process," of this title.

B. P1 – Permitted subject to commission site plan compliance approval with notification to neighbors and public hearing. As part of this process, the applicant or developer will be required to meet the conditions and standards of chapter 7, "Development Review Process" of this title. An applicant or developer should consult each zoning district to determine setback and building placement standards as well as chapter 16, "Zoning Standards," of this title.

1. All owners of property within a three hundred fifty (350) foot radius shall be sent notice of the hearing by first class mail at least ten (10) days prior to the Commission's hearing and at least one (1) Public Notice sign will be posted on the subject property.

2. Landowners will be given notice of the time and place of the Commission's public hearing.

C. P2 – Permitted subject to commission and City Council site plan approval with notification to neighbors and Commission public hearing. As a part of this process, the applicant or developer will be required to meet the conditions and standards of chapter 7, "Development Review Process," of this title. An applicant or developer should consult each zoning district to determine setback and building placement standards as well as with chapter 16, "Zoning Standards," of this title.

1. All owners of property within a three hundred fifty (350) foot radius shall be sent notice of the hearing by first class mail at least ten (10) days prior to the Commission's hearing and at least one (1) Public Notice sign will be posted on the subject property.

2. Landowners will be given notice of the time and place of the Commission's public hearing.

D. C – Conditional use, subject to board approval. Any landowner or his designated agent may file an application for a conditional use as provided for in this Ordinance in the zoning district in which the land is located. All applications must follow the provisions of chapter 5, "Zoning Board of Adjustment," of this title.

(continued next page)

12-8-2 Table 2: Zoning Form and Function Table

	Z1 AGRICULTURE	Z2 SUB-URBAN	Z3 GENERAL URBAN	Z4 MULTI-USE	Z5 CENTRAL BUSINESS	Z6 INDUSTRIAL	Z7* SPECIFIC USE
A. Residential/mixed use							
Accessory dwelling unit	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	

	Z1 AGRICULTURE	Z2 SUB-URBAN	Z3 GENERAL URBAN	Z4 MULTI-USE	Z5 CENTRAL BUSINESS	Z6 INDUSTRIAL	Z7* SPECIFIC USE
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		
Emergency Homeless Shelter			C	C		C	
Community Resource Center				C	C	C	
Residential Health-Care Facility			P	P	P		
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						
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	

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.

12-8-3 Building Disposition

12-8-4 General Parking Provisions

12-8-5 Specific Parking Requirements

Chapter 12-16: ZONING STANDARDS

12-16-1 Lot Development - General

12-16-2 Swimming Pools

12-16-3 Fences

12-16-4 Required Fencing and Screening

12-16-5 Required Landscaping and Screening

Landscaping and screening shall be located in accordance with the following rules:

A. Landscaping Required:

B. Site Restoration and Planting: All properties within the City subject to subdividing, development or redevelopment, or renovation, where such redevelopment or renovation is in excess of fifty percent (50%) of site area or building square footage, or where a change in use or other development or redevelopment results in an increase of five (5) or more parking spaces on the site, shall be subject to the following requirements as a part of plan approval:

C. Planting Plan:

D. Tree Preservation Plan: With respect to existing trees in new developments, all trees on the site are to be saved unless they must be removed for streets, buildings, utilities, drainage or public recreational purposes.

E. Performance Guarantee Required: No building permit except for one- and two-unit residential buildings shall be issued until the applicant for the building permit shall file with the City a performance bond, with a corporation approved by the City as surety thereon, or other guarantee acceptable by the City, in an amount approved by the City, but for no less than one and one-half (1.5) times the cost of completing the planting plan. The applicant shall provide an estimate for the cost of completing the plan from a landscape architect or other qualified landscape professional, qualified nursery, greenhouse or other landscape provider/installer. The performance bond must cover two (2) complete growing seasons subsequent to the completion, and release of the bond must be conditioned upon complete and satisfactory implementation of the approved planting plan. Should the applicant fail to fully comply with the approved landscape plan during the period the performance guarantee is active, the City may opt to install the landscaping and draw upon the performance guarantee for the cost thereof.

F. Types and Species of Trees: All plant species shall be non-invasive, indigenous and/or native to the appropriate USDA hardiness zone and physical characteristics for Northern Iowa. Tree and shrub species listed as prohibited in section 5-3-11 may not be planted.

G. Minimum Planting Sizes And Equivalents: Plants required by Table 12-16-1 shall meet the following minimum requirements:

H. Slopes And Berms: Final slope grades steeper than the ratio of three to one (3:1) shall not be permitted without special approval of adequate slope stabilization measures such as groundcover plantings and retaining walls.

I. Landscape And Screening Of Off-Street Parking And Loading Facilities:

J. Internal Parking Lot Landscaping:

K. Landscaping Requirements For Outdoor Storage And Mini-Warehouse Self-Storage:

L. Landscaping and Screening of Emergency Homeless Shelters:

1. Emergency homeless shelter facility outdoor spaces including rear and side yards shall be effectively screened from view from any adjacent public street, sidewalk, trail, residential, or residential mixed-use property, with one or more of the following:

(1) A fence that is at least six feet (6') in height and at least eighty percent (80%) opaque, comprised of weatherproof or treated wood or rigid vinyl or similar rigid polymer material.

(2) A freestanding masonry wall that is at least six feet (6') in height and at least eighty percent (80%) opaque, comprised of structural foundations, clad in brick or decorative masonry units, pilasters and/or columns and protective capping.

(3) A continuous shrub border or hedge no less than five (5) feet and no more than eight feet (8') in height comprised of deciduous and or evergreen shrubs.

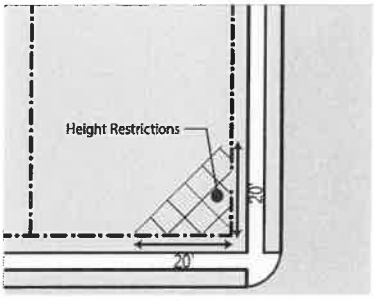
M. Installation. Landscaping as shown on the approved site development plan shall be installed prior to issuance of a final Certificate of Occupancy by the Chief Building Official. A temporary Certificate of Occupancy may be issued pending delays in landscaping installation due to seasonal change or other unavoidable delay; however, all landscaping must be completed before June 30 of the next growing season. The City may opt to utilize the Performance Guarantee required under Subsection E of this section to purchase and install the required landscaping if the owner fails to do so by the above deadline.

N. Landscape Maintenance: Landscaping, including plantings required by this chapter and subsection N, table 1 of this section such as lawns, groundcovers, trees, shrubs and herbaceous perennial and annual gardens, shall be kept in healthy condition, free of invasive plants and weeds, in perpetuity.

(subsection O, table 1 on following page)

O. TABLE 1: SITE RESTORATION & PLANTING

12-16-6 Traffic Visibility



Traffic Visibility Diagram for Corner Lots

A. CORNER LOTS: On corner lots in all zoning districts, except for buildings in the Z5 District, nothing shall be erected, placed, planted or allowed to grow in such a manner as to materially impede vision between a height of four feet (4') and ten feet (10') within twenty feet (20') from the intersecting property lines. Any such obstruction shall not be wider than two feet (2').

B. ALLEYS AND DRIVEWAYS: Except for buildings in the Z5 District, nothing shall be erected, placed, planted or allowed to grow in such a manner as to materially impede vision between a height of ~~two~~ four feet (~~2~~ 4') and eight feet (8') where it will interfere with traffic or pedestrian visibility from a driveway or alley to a public way. These regulations shall apply unless it can be demonstrated to the Administrative Officer that the planting, structure, or other obstruction provides an unobstructed view so as not to create a safety hazard.

12-16-7 Drainage Plans, Soil Erosion and Sediment Control

12-16-8 Dark Sky Conditions and Glare Restricti

12-16-9 Sm

12-16-10 Dust and Other Particulate Matter

12-16-11 A Pollution

12-16-12 Refuse and Recyclable Mater

12-16-13 Outside Storage; Residential and Non-Residential Uses

12-16-14 Waste Mater

12-16-15 Bulk Storage (Liquid)

12-16-16 Radiation Emission

12-16-17 Electrical Emiss

12-16-18 Tempora Storage of Fill

12-16-19 Outdo Customer Dining

12-16-20 Permitted Encroachments into Setbacks

12-16-21 Height Exceptions

12-16-22 Home Occupations

12-16-23 Accessory Buildings in Residential Districts

12-16-24 Accessory Dwelling Units

12-16-25 Outdoor Wood Boilers

12-16-26 Emergency Homeless Shelters

A. Responsible Operator: An emergency homeless shelter shall be operated by a governmental entity, nonprofit organization, religious organization, or other entity responsible for the management and supervision of the facility. Current contact information for a person responsible for emergencies and code-compliance matters shall be provided to the City.

B. Required Approvals: An emergency homeless shelter shall not commence operation unless a conditional-use permit has been issued in accordance with section 12-5-5 and a certificate of occupancy authorizing the proposed occupancy has been issued.

C. Occupancy: The number of overnight occupants shall not exceed the occupant load established by the Building Official and Fire Department.

D. Management Plan: A shelter management plan shall be submitted with the conditional-use application and maintained throughout operation of the facility. The plan shall address proposed occupancy, hours of operation, intake and discharge, staffing, emergency procedures, storage of personal belongings, refuse and litter control, security and incident response, passenger loading, transportation, and procedures for responding to compliance concerns.

E. Landscaping and Screening: An emergency homeless shelter shall provide and continuously maintain the fencing, landscaping, and screening required by section 12-16-5.

F. Continuing Compliance: The facility shall maintain its certificate of occupancy and comply with applicable building, fire, occupancy, property-maintenance, and other requirements. The facility is subject to inspections authorized by applicable provisions of this Code and any conditions of approval established by the Zoning Board of Adjustment.

Section 1. Title 12, Zoning, Chapter 12-2, Definitions, Section 12-2-2 is amended as follows, with each listed definition to be placed alphabetically:

1) The definition of "Clinic" is hereby deleted in its entirety and replaced with the following:

CLINIC: the principal use of which is for outpatient medical, dental, veterinary, behavioral-health, diagnostic, therapeutic, rehabilitative, dialysis, surgical, or other healthcare examination or treatment by licensed or otherwise authorized healthcare professionals. Patients are not admitted for overnight residence. A clinic does not include a hospital, residential health-care facility, assisted living program, nursing facility, or other use principally providing overnight residential care.

2) The definition of "Group Dwelling" is hereby deleted in its entirety and replaced with the following:

GROUP DWELLING: A group home for the sheltered care of persons that provides accommodation, board, personal assistance, and essential daily-living activities for persons not able to care adequately for themselves because of illness, disease, or physical or mental infirmity. This definition does not include a family home

3) The following new definitions are inserted into this chapter, in their proper alphabetical locations:

COMMUNITY RESOURCE CENTER: A facility providing nonresidential daytime services to persons in need, which may include access to public restrooms, showers, laundry facilities, food, mail services, case management, referrals, transportation assistance, or similar supportive services. This term does not include overnight lodging, an emergency homeless shelter, residential treatment, or a residential dwelling.

EMERGENCY HOMELESS SHELTER: A building or portion thereof whose primary function is to provide short term lodging and may also provide some combination of personal care, social or counseling services and transportation to persons experiencing homelessness, without requiring a lease or other agreement creating a residential tenancy. For the purposes of this section, short-term lodging shall include facilities offering lodging for 30 days or less.

A. An emergency homeless shelter does not include a hotel, inn, bed and breakfast, residence lodging, family home, group dwelling, single-room occupancy building, boarding or rooming house, transitional housing, permanent supportive housing, correctional facility, or residential treatment facility.

RESIDENTIAL HEALTH-CARE FACILITY: A facility or program that is licensed or certified by the State of Iowa, or that is of a type required by state law to be licensed or certified, and that provides residential accommodations together with personal assistance, health-related care, nursing care, rehabilitation, supervision, or continuing support services. This term includes; a residential care facility as defined in Iowa Code section 135C.1; a nursing facility or skilled nursing facility as defined and regulated under Iowa Code chapter 135C; and an assisted-living program as defined and regulated under Iowa Code chapter 231C. This term does not include a hospital, family home, group dwelling, clinic, recovery residence, or emergency homeless shelter.

Section 2: Title 12, Zoning, Chapter 12-8, Zoning Districts, Section 12-8-2, Table 2, Form and Function Table, is hereby deleted in its entirety and replaced with the following Table 2:

12-8-2 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		

	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		
Community Resource Denter				C	C	C	
Crematorium	P			P	C	P	
Emergency Homeless Shelter			C	C		C	
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	
Residential Health Care Facility			P	P	P		
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						
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	
Outdoor wood boiler	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.

P2 = Permitted subject to Planning & 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. Not permitted in the remainder of the Z4 District.

Section 3. Title 12, Zoning, Chapter 12-16, Zoning Standards, Section 12-16-5, Required Landscaping and Screening, is by inserting the following as subsection L, with succeeding subsections renumbered accordingly:

L. Landscaping and Screening of Emergency Homeless Shelters:

1. Emergency homeless shelter facility outdoor spaces including rear and side yards shall be effectively screened from view from any adjacent public street, sidewalk, trail, residential, or residential mixed-use property, with one or more of the following:

    a. A fence that is at least six feet (6') in height and at least eighty percent (80%) opaque, comprised of weatherproof or treated wood or rigid vinyl or similar rigid polymer material.

    b. A freestanding masonry wall that is at least six feet (6') in height and at least eighty percent (80%) opaque, comprised of structural foundations, clad in brick or decorative masonry units, pilasters and/or columns and protective capping.

    c. A continuous shrub border or hedge no less than five (5) feet and no more than eight feet (8') in height comprised of deciduous and or evergreen shrubs.

Section 4. Title 12, Zoning, Chapter 12-16, Zoning Standards: Section 12-16-6, Traffic Visibility, subsection B, Alleys and Driveways: the first sentence thereof is hereby deleted and replaced by the following:

Except for buildings in the Z5 District, nothing shall be erected, placed, planted or allowed to grow in such a manner as to materially impede vision between a height of four feet (4') and eight feet (8') where it will interfere with traffic or pedestrian visibility from a driveway or alley to a public way.

ORDINANCE NO. 26 -

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MASON CITY, IOWA, TITLE 12, CHAPTERS 12-2, 12-8 AND 12-16 OF THE ZONING ORDINANCE: TO UPDATE DEFINITIONS AND ZONING STANDARDS FOR HEALTHCARE, RECOVERY AND CIVIC SUPPORT USES, ESTABLISH STANDARDS FOR EMERGENCY SHELTERS, AND ESTABLISH TRAFFIC VISIBILITY STANDARDS

BE IT ORDAINED by the City Council of the City of Mason City, Iowa:

Section 1. Title 12, Zoning, Chapter 12-2, Definitions, Section 12-2-2 is amended as follows, with each listed definition to be placed alphabetically:

1) The definition of "Clinic" is hereby deleted in its entirety and replaced with the following:

CLINIC: the principal use of which is for outpatient medical, dental, veterinary, behavioral-health, diagnostic, therapeutic, rehabilitative, dialysis, surgical, or other healthcare examination or treatment by licensed or otherwise authorized healthcare professionals. Patients are not admitted for overnight residence. A clinic does not include a hospital, residential health-care facility, assisted living program, nursing facility, or other use principally providing overnight residential care.

2) The definition of "Group Dwelling" is hereby deleted in its entirety and replaced with the following:

GROUP DWELLING: A group home for the sheltered care of persons that provides accommodation, board, personal assistance, and essential daily-living activities for persons not able to care adequately for themselves because of illness, disease, or physical or mental infirmity. This definition does not include a family home

3) The following new definitions are inserted into this chapter, in their proper alphabetical locations:

COMMUNITY RESOURCE CENTER: A facility providing nonresidential daytime services to persons in need, which may include access to public restrooms, showers, laundry facilities, food, mail services, case management, referrals, transportation assistance, or similar supportive services. This term does not include overnight lodging, an emergency homeless shelter, residential treatment, or a residential dwelling.

EMERGENCY HOMELESS SHELTER: A building or portion thereof whose primary function is to provide short term lodging and may also provide some combination of personal care, social or counseling services and transportation to persons experiencing homelessness, without requiring a lease or other agreement creating a residential tenancy. For the purposes of this section, short-term lodging shall include facilities offering lodging for 30 days or less.

A. An emergency homeless shelter does not include a hotel, inn, bed and breakfast, residence lodging, family home, group dwelling, single-room occupancy building, boarding or rooming house, transitional housing, permanent supportive housing, correctional facility, or residential treatment facility.

RESIDENTIAL HEALTH-CARE FACILITY: A facility or program that is licensed or certified by the State of Iowa, or that is of a type required by state law to be licensed or certified, and that provides

residential accommodations together with personal assistance, health-related care, nursing care, rehabilitation, supervision, or continuing support services. This term includes; a residential care facility as defined in Iowa Code section 135C.1; a nursing facility or skilled nursing facility as defined and regulated under Iowa Code chapter 135C; and an assisted-living program as defined and regulated under Iowa Code chapter 231C. This term does not include a hospital, family home, group dwelling, clinic, recovery residence, or emergency homeless shelter.

Section 2: Title 12, Zoning, Chapter 12-8, Zoning Districts, Section 12-8-2, Table 2, Form and Function Table, is hereby deleted in its entirety and replaced with the following Table 2:

12-8-2 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		

	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		
Community Resource Denter				C	C	C	
Crematorium	P			P	C	P	
Emergency Homeless Shelter			C	C		C	
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	
Residential Health Care Facility			P	P	P		
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						
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	
Outdoor wood boiler	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.

P2 = Permitted subject to Planning & 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. Not permitted in the remainder of the Z4 District.

Section 3. Title 12, Zoning, Chapter 12-16, Zoning Standards, Section 12-16-5, Required Landscaping and Screening, is by inserting the following as subsection L, with succeeding subsections renumbered accordingly:

L. Landscaping and Screening of Emergency Homeless Shelters:

1. Emergency homeless shelter facility outdoor spaces including rear and side yards shall be effectively screened from view from any adjacent public street, sidewalk, trail, residential, or residential mixed-use property, with one or more of the following:

   a. A fence that is at least six feet (6') in height and at least eighty percent (80%) opaque, comprised of weatherproof or treated wood or rigid vinyl or similar rigid polymer material.

   b. A freestanding masonry wall that is at least six feet (6') in height and at least eighty percent (80%) opaque, comprised of structural foundations, clad in brick or decorative masonry units, pilasters and/or columns and protective capping.

   c. A continuous shrub border or hedge no less than five (5) feet and no more than eight feet (8') in height comprised of deciduous and or evergreen shrubs.

Section 4. Title 12, Zoning, Chapter 12-16, Zoning Standards: Section 12-16-6, Traffic Visibility, subsection B, Alleys and Driveways: the first sentence thereof is hereby deleted and replaced by the following:

Except for buildings in the Z5 District, nothing shall be erected, placed, planted or allowed to grow in such a manner as to materially impede vision between a height of four feet (4') and eight feet (8') where it will interfere with traffic or pedestrian visibility from a driveway or alley to a public way.

Section 5: That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 6: 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 7: 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 , 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

1st consideration: December 1, 2026
2nd consideration:
3rd consideration:

Council Agenda Item 20

The City of Mason City IOWA

PUBLIC WORKS DEPARTMENT

Memorandum

To: Aaron Burnett, City Administrator

From: Jim Collins, Director of Public Works

Date: December 1, 2026

RE: Ordinance Amending Section 4-2C-2, Collection by the City

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Recommendation:
Staff recommends approval of an ordinance amending Section 4-2C-2, "Collection by City," to provide that applicable Cart Smart administrative fees and charges shall be set by resolution of the City Council. (Final)

Review:
The proposed amendment adds a new subsection E to Section 4-2C-2, "Collection by City," authorizing the City Council to establish applicable administrative fees and charges for refuse and recycling collection by resolution. These include charges for damaged City-issued carts, recycling violations, and return trips for collection service.
The proposed administrative fees presented for Council consideration are a $100 damaged cart fee, a $100 recycling fine, and a $25 return trip charge. The amounts would be established separately by Council resolution and included in the City's Master Schedule of Fees. Adoption of this ordinance alone would not establish those dollar amounts.

Budget Impact:
The text amendment itself has no direct budget impact. Any revenue will depend on fees subsequently adopted by Council resolution and the number of charges assessed

Council Action Requested:
Staff respectfully requests approval of the ordinance amending Section 4-2C-2 to authorize applicable Cart Smart administrative fees and charges to be set by resolution of the City Council. (Final)

Attachments:
Proposed Text Amendment to Section 4-2C-2.

Jim Collins

Jim Collins, Director of Public Works

Reviewed and Recommend Approval

ORDINANCE NO. 26 -

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MASON CITY, IOWA, TITLE 4: HEALTH AND SANITATION, CHAPTER 2: GARBAGE, REFUSE, RECYCLABLES AND YARD WASTE, ARTICLE C: SOLID WASTES SECTION 2: COLLECTION BY CITY TO ADD A NEW PARAGRAPH E ENTITLED ADMINISTRATIVE FEES AND CHARGES

BE IT ORDAINED by the City Council of the City of Mason City, Iowa:

Section 1: That the City Code of the City of Mason City, Iowa, should be and the same is hereby amended by adding a new Paragraph E entitled Administrative Fees and Charges to Title 4: Health and Sanitation, Chapter 2: Garbage, Refuse, Recyclables and Yard Waste, Article C: Solid Wastes Section 2: Collection by City as follows:

TITLE 4
CHAPTER 2
GARBAGE, REFUSE, RECYCLABLES AND YARD WASTE
ARTICLE C. SOLID WASTES

4-2C-2: COLLECTION BY CITY:

E. Administrative Fees And Charges: Applicable fees and charges associated with the administration of the City's refuse and recycling collection program, including charges for damaged City-issued carts, recycling violations, and return trips for collection service, shall be set by resolution of the City Council.

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 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

First Consideration: November 3, 2026
Second Consideration: November 17, 2026
Third Consideration: December 1, 2026

Council Agenda Item 21

The City of Mason City IOWA

FINANCE DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Cole Bockelmann, Finance Director
Date:	November 23, 2026
RE:	Master Fee Schedule – Sanitation Updates

Recommendation:
Staff recommends approval of the updated Master Fee Schedule.

Review:
The preceding agenda item amends City Code to allow for administrative fees related to the Sanitation Department including fees for damaged carts, contaminated recycling, and return trips. If approved, staff recommends adopting the updated Master Fee Schedule to set fees for these items.

Budget Impact:
The new charges include the following:

- Sanitation Return Trip Charge - $25.00
- Damaged Cart Fee - $100.00
- Recycling Contamination - $100.00

These fees are not projected to have a significant impact on the FY2026-27 Budget, but actual amounts collected will be included in future budget amendments.

Council Action Requested:
Staff requests City Council adoption of the updated Master Fee Schedule.

Attachments:
Updated Master Fee Schedule
Resolution Adopting the Master Fee Schedule

Cole Bockelmann, Finance Director

Reviewed and Recommend Approval

City of Mason City, Iowa
Master Schedule of Fees

Item/ Department	Description	New Rate/Amount (If Applicable)*	Adopted Rate/ Amount*	Authorizing Code Section
Recreation- Golf	Family Membership		$1,050 before April 15; $1,100 after	Title 2-5-5
Recreation- Golf	Single Membership- Anytime		$645 before April 15; $695 after	Title 2-5-5
Recreation- Golf	Single Membership- Weekdays No Holidays		$600 before April 15; $650 after	Title 2-5-5
Recreation- Golf	Youth Membership- 20 & Under		$170 before April 15; $200 after	Title 2-5-5
Recreation- Golf	Green Fees- Monday thru Friday		$25	Title 2-5-5
Recreation- Golf	Green Fees- Weekend & Holiday		$30	Title 2-5-5
Recreation- Golf	Green Fees- Monday/Thursday Special Play		$30	Title 2-5-5
Recreation- Campground	Full Hook-Up Sites		$28/night	Title 2-5-5
Recreation- Campground	Water and Electric Sites		$19/night	Title 2-5-5
Recreation- Campground	Tent Sites		$16/night	Title 2-5-5
Recreation- Aquatics	Daily Admission		$6	Title 2-5-5
Recreation- Aquatics	Annual Individual Pass		$90	Title 2-5-5
Recreation- Aquatics	Annual Family of 2 Pass		$130	Title 2-5-5
Recreation- Aquatics	Annual Family of 3-4 Pass		$170	Title 2-5-5
Recreation- Aquatics	Annual Family of 5-6 Pass		$190	Title 2-5-5
Recreation- Aquatics	Annual Family of 7-9 Pass		$210	Title 2-5-5
Recreation- Aquatics	Annual Family of 10+ Pass		$230	Title 2-5-5
Recreation- Aquatics	Coupon Book		$40	Title 2-5-5
Recreation- Aquatics	Private Party- 1.5 hours		$225	Title 2-5-5
Recreation- Aquatics	Private Party- 2 hours		$300	Title 2-5-5
Recreation- Aquatics	Private Party- over 60 guests per additional guard		$15	Title 2-5-5
City Clerk	Amusements- Throwing or Shooting Gallery		$25/yr	Title 3-2-6 (B1)
City Clerk	Amusements- Bowling Establishment		$50/yr	Title 3-2-6 (B2)
City Clerk	Amusements- Billiards Establishment		≤5, $50/yr; >5, $100/yr	Title 3-2-6 (B3)
Development Services	Junk Dealer & Junkyard		$100/yr	Title 3-5-4
City Clerk	Auctioneers		$25/yr	Title 3-6-4
City Clerk	Auction House		$25/yr	Title 3-6-6
City Clerk	Close Out and Going Out of Business Sales		>5k but ≤$15K inventory $25; >$15K inventory $50	Title 3-7-5
City Clerk	Close Out and Going Out of Business Sales- Extension		$5	Title 3-7-7
City Clerk	Pawnbrokers		$100/yr; $50 if after 10/1 of year; plus $10 background investigation	Title 3-8-3
City Clerk	Pawnbrokers- Bond		$2,000	Title 3-8-9
City Clerk	Peddlers, Vendors, Transient Merchants, Solicitors		Peddler/ Vendor=$15/yr; Solicitor= $15/yr; Transient Merchant= $25 for 1st day, $5 each additional day up to 60 days; all but renewal require $10 additional for background investigation	Title 3-9-7
City Clerk	Sidewalk Contractors- Bond		$5,000	Title 3-12-3(A)
City Clerk	Sidewalk Contractors- Insurance		$5K bond; hold harmless for City; $300,000 property damage; $1,000,000 single injury; $1,000,000 multiple injury	Title 3-12-3(B)
City Clerk	Sidewalk Contractors- License		$100/yr	Title 3-12-3(C)
City Clerk	Excavating Contractors- Fee		$100/yr	Title 3-13-3(A)

City of Mason City, Iowa
Master Schedule of Fees

Item / Department	Description	New Rate/Amount (If Applicable)*	Adopted Rate/ Amount*	Authorizing Code Section
City Clerk	Excavating Contractors- Bond		$10,000	Title 3-13-3(B)
City Clerk	Excavating Contractors- Insurance		Hold harmless for City; $300,000 property damage; $1,000,000 single injury; $1,000,000 multiple injury	Title 3-13-3(C)
Engineering	Sidewalk		$50 new installation; $20 replacement	Title 3-13-4(D6)
Engineering	Street Cutting		$1,000	Title 3-13-4(D7)
Engineering	Test Well Drilling		$5	Title 3-13-4(D8)
City Clerk	Tree Trimming Contractors- Fee		$35/yr	Title 3-14-3(A)
City Clerk	Tree Trimming Contractors- Insurance		Hold harmless for City; $100,000 property damage; $500,000 single injury; $500,000 multiple injury	Title 3-14-3(B)
Development Services	Nuisance Weed Abatement		$50 administrative fee plus applicable rates for service in current contract	Title 4-1A-5
Development Services	Nuisance Tree Abatement by the City		$250	Title 4-1A-5
City Clerk	Garbage Haulers		$50/yr	Title 4-2A-2(A1)
City Clerk	Recycling Haulers		$25/yr	Title 4-2A-2(A2)
Finance	Recycling Bins		$12	Title 4-2C-3
Finance	Garbage Bag Stickers		$1.50/each	Title 4-2C-12
Sanitation	Return Trip Charge	$25		Title 4-C-2(E)
Sanitation	Damaged Cart Fee	$100		Title 4-C-2(E)
Sanitation	Recycling Contamination Fee	$100		Title 4-C-2(E)
Engineering	Driveways; Cutting Curbs		$30 install or repair; $20 curb sawing or grinding	Title 5-1B-1(B); Title 3-13-4(D5)
Engineering	Dumpsters in Public Rights-of-Way- Insurance		List City as additional insured; $1,000,000 per occurrence; $2,000,000 aggregate	Title 5-1C-10(C)
Engineering	Dumpsters in Public Rights-of-Way- Fee		$20/30 days	Title 5-1C-10(E2)
Development Services	Obstructions and Encroachments		$30	Title 5-1C-9
Development Services	Sidewalk Service Area Permit Fee		$30 first time or renewal	Title 5-1F-3
City Clerk	Sidewalk Sales- Insurance		List City and employees as additional insured; $1,000,000 per occurrence; $2,000,000 aggregate	Title 5-1F-4(F)
Development Services	Sidewalk Snow & Ice Administrative Fee		$50 administrative fee plus applicable rates for service in current contract	Title 5-1G-5
Public Works	Charges for Abating Nuisance	Aerial Boom $200/hr; End Loader $150/hr; Dump Truck $150/hr; Brush Clipper $75/hr; Backhoe $115/hr; Service Truck $100/hr; Vacuum Truck $300/hr; Labor rate $80/hr	Aerial Boom $200/hr; End Loader $150/hr; Dump Truck $150/hr; Brush Clipper $75/hr; Backhoe $115/hr; Service Truck $100/hr; Vacuum Truck $300/hr; Labor rate $80/hr	Title 5-3-17
Public Works	Charges for Abating Nuisance (Cont.)		The following with 1-day minimum: Signage Rental $100/day; Barricades $75/day; Arrow Board $75/day; Trench Box $80/day; No Parking Signs $50/day	Title 5-3-17
Water Supply	Water Service Connection & Disconnection		$50 connection permit; $30 disconnection permit; Tapping Fees: ≤1"=$100; 1 1/2"=$130; 2"=$175; 4"=$400; 6"=$500; ≥8"=$650	Title 6-1-4(B); Title 3-13-4(D4)
Water Supply	Water Materials- Boxtop		1"- 2 Hole= $15.00; 1"- w/plug= $24.30; 1 1/4- w/plug=$26.76	Title 6-1-4(B); Title 3-13-4(D4)
Water Supply	Water Materials- Galvanized Coupling		1"= $11.89; 1 1/4= $12.11	Title 6-1-4(B); Title 3-13-4(D4)
Water Supply	Water Materials- Galvanized Nipple 1" x ___		Close= $1.50; 2"=$4.51; 2 1/2"= $2.25; 3"=$4.10; 3 1/2"=$4.79; 4"=$2.57; 5"=$2.62; 6"=$8.69; 8"= $17.87; 10"=$21.02; 12"= $15.01	Title 6-1-4(B); Title 3-13-4(D4)
Water Supply	Water Materials- Galvanized Nipple 1 1/4" x ___		Close= $4.06; 2"=$4.20; 2 1/2"= $3.25; 3"=$5.13; 4"=$17.31; 4 1/2"=$10.37; 5"=$16.12; 6"=$19.95; 8"= $34.51; 10"=$31.32; 12"= $16.32	Title 6-1-4(B); Title 3-13-4(D4)
Water Supply	Water Materials- Adjustable Box Extensions 1" x ___		3"= $21.21; 6"=$21.42; 9"=$21.67; 12"=$24.44	Title 6-1-4(B); Title 3-13-4(D4)
Water Supply	Water Materials- Adjustable Box Extensions 1 1/4" x ___		3"= $25.80; 6"=$40.43; 9"=$46.90; 12"=$47.14	Title 6-1-4(B); Title 3-13-4(D4)
Water Supply	Water Materials- Minneapolis Curb Box 1 1/4"		3/4" & 1" valve= $83.70; 1 1/2" & 2" valve= $82.81	Title 6-1-4(B); Title 3-13-4(D4)

City of Mason City, Iowa
Master Schedule of Fees

Item / Department	Description	New Rate/Amount (If Applicable)*	Adopted Rate/ Amount*	Authorizing Code Section
Water Supply	Water Materials- Copper Corporation Stop		3/4" to 3/4"= $53.19; 3/4" to 1"= $80.42	Title 6-1-4(B); Title 3-13-4(D4)
Water Supply	Labor & Other Charges		Shut off for repairs= $53.00 including service fee; Labor rate= $80.00/hr; OT labor rate= $120.00/hr; Sunday/holiday rate= $160.00/hr; Hydrant flow test= $160.00/hr	Title 6-1-4(B); Title 3-13-4(D4)
Finance	Water Rates; Temporary Disconnection for Non-Payment		$50	Title 6-1A-1(C)
Engineering	Water Rates; Meter Non-Replacement Fee		$25/month	Title 6-1A-4
Engineering	Private Wells		$50	Title 6-1C-3€
Engineering	Private Wastewater Disposal System		$100	Title 6-2-6(B); Title 3-13-4(D2)
Engineering	Sanitary Sewer Tap		$50 residential; $75 commercial; $150 industrial; $30 disconnection	Title 6-2-7(B2); Title 3-13-4(D1)
Finance	Sewer Rates; credit meters		$2	Title 6-2A-7
City Clerk	Liquid Waste Haulers		$60/vehicle/ every other year; $5,000 bond	Title 6-2B-3(B)
Engineering	Storm Sewer Collection System		$50 residential; $75 commercial; $150 industrial; $30 disconnection; $25 sump pump connection	Title 6-3-8(A); Title 3-13-4(D3)
Fire	Ambulance Rates- Base Rate Mileage		150% of Medicare Ambulance Fee Schedule	Title 8-1A-1
Fire	Ambulance Rates- Base Rate Service		175% of Medicare Ambulance Fee Schedule	Title 8-1A-1
Fire	Ambulance Rates- Treatment, no Transport BLS		$150	Title 8-1A-1
Fire	Ambulance Rates- Treatment, no Transport ALS		$300	Title 8-1A-1
Fire	Ambulance Rates- Intercept		$250	Title 8-1A-1
Fire	Ambulance Rates- DOA to County Morgue		$250	Title 8-1A-1
Fire	Ambulance Rates- Non-patient transports (crew, organs, tissue, equipment, etc.)		$250	Title 8-1A-1
Fire	Ambulance Rates- Special Event Coverage		$200/hr	Title 8-1A-1
Fire	Ambulance Rates- Wait time or additional attendant		$60/hr	Title 8-1A-1
Fire	Ambulance Supplies- BLS Routine Supplies		$75	Title 8-1A-1
Fire	Ambulance Supplies- ALS Routine Supplies		$150	Title 8-1A-1
Fire	Ambulance Supplies- Intubation/ Mechanical Ventilation		$250	Title 8-1A-1
Fire	Ambulance Supplies- IO Access/Meds		$500	Title 8-1A-1
Fire	Ambulance Supplies- Cardiac Monitor Supplies		$100	Title 8-1A-1
Fire	Ambulance Supplies- IV Access/Meds		$100	Title 8-1A-1
Fire	Ambulance Supplies- Airway-Oxygen		$75	Title 8-1A-1
Police	Records Requests		$5 up to 10 pages, additional pages $0.20/page; Requests of >10 reports charged an hourly rate; DVDs $5; Criminal Records Requests $10	Title 8-2-5; Iowa Code Chapter 22
Police	Extra Duty/Security		$210 minimum for first 3 hours; $70 each additional hour	Title 8-2-8
Fire	Consumer Fireworks Sales-Insurance		$1,000,000 per occurrence; $2,000,000 aggregate	Title 8-3-8(B2b)
City Clerk	Companion Animal Licensing		$10/yr altered; $50/yr unaltered	Title 8-4A-5(D)
Police	Noise Control- <24 hours		$25	Title 8-6-6(B1)
Police	Noise Control- 1-7 days		$40	Title 8-6-6(B2)
Development Services	Leased Parking- Delaware Lot Outdoor		$75/space/month	Title 9-7-2
Development Services	Leased Parking- All Other Outdoor		$50/space/month	Title 9-7-2
Development Services	Leased Parking- Covered		$175/space/month	Title 9-7-2

City of Mason City, Iowa
Master Schedule of Fees

Item/ Department	Description	New Rate/Amount (If Applicable)*	Adopted Rate/ Amount*	Authorizing Code Section
Development Services	Building Code Fees- Valuation of $1-500		$19.15	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code Fees- Valuation of $501-2,000		$19.15 for first $500 plus $2.70 for each additional $100 or fraction thereof, to and including $2,000	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code Fees- Valuation of $2,001-25,000		$59.65 for first $2,000 plus $11.55 for each additional $1000 or fraction thereof, to and including $25,000	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code Fees- Valuation of $25,001-50,000		$325.30 for first $25,000 plus $8.30 for each additional $1000 or fraction thereof, to and including $50,000	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code Fees- Valuation of $50,001-100,000		$532.80 for first $50,00 plus $5.80 for each additional $1000 or fraction thereof, to and including $100,000	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code Fees- Valuation of $100,001-500,000		$822.80 for first $100,000 plus $4.50 for each additional $1000 or fraction thereof, to and including $500,000	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code Fees- Valuation of $500,001-$1,000,000		$2,622.80 for first $500,000 plus $3.85 for each additional $1000 or fraction thereof, to and including $1,000,000	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code Fees- Valuation of >$1,000,001		$4,547.80 for first $1,000,000 plus $2.70 for each additional $1000 or fraction thereof	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code- Inspections Outside Business Hours		$38.60/hr or actual cost, whichever is higher; 2 hour minimum	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code- Reinspections Under Section 304B of the 1991 UBC Table 3A		One & two family residential, multi-family (up to 5 units inspected) and commercial remodel less than 6,000 sq. ft.: $50; New commercial, commercial remodel 6,000 sq. ft and greater, multi-family (over 5 units inspected): $100	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code- All Other Inspections		$38.60/hr or actual cost, whichever is higher; 2 hour minimum	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Building Code- Additional Plan Review Due to Changes		$38.60/hr or actual cost, whichever is higher; 2 hour minimum	Title 10-2A-2; Title 10-2E-2(B)
Development Services	Poster Panel Signs		$25	Title 10-2A-2
Development Services	Building Code Appeals		$35	Title 10-2A-2
Development Services	Building Code- Work Proceeding Without Required Permits		Standard permit fee plus 100% of the standard fee	Title 10-2A-2
City Clerk	Moving of Structures- Permit		$50/yr	Title 10-2A-6(B)
City Clerk	Moving of Structures- Insurance		$500,000 property damage; $1,000,000 single injury; $1,000,000 multiple injury	Title 10-2A-6(D)
Development Services	Electrical Code Fees- 0-100 amps		$16.60	Title 10-2B-11(E1)
Development Services	Electrical Code Fees- 101-200 amps		$27.70	Title 10-2B-11(E1)
Development Services	Electrical Code Fees- >201 amps		$27.70 for first 200 amps, plus $22.10 per additional 100 amps or fraction thereof	Title 10-2B-11(E1)
Development Services	Electrical Code Fees- Branch circuit or feeder		$2.90 per, new or added	Title 10-2B-11(E1)
Development Services	Electrical Code Fees- Permit Issuance Fee		$22.10	Title 10-2B-11(E1)
Development Services	Electrical License- Class I		$75	Title 10-2B-5
Development Services	Electrical License- Class II		$50	Title 10-2B-5
Development Services	Electrical License- Class III		$20	Title 10-2B-5
Development Services	Electrical License- Class IV		$20	Title 10-2B-5
Development Services	Plumbing Code Fees- New One or Two-Family Dwellings		<1,001 square feet $61; 1,001-3,000 square feet $72; 3,001-6,000 square feet $83; >6,001 square feet $94	Title 10-2C-2
Development Services	Plumbing Code Fees- New One or Two-Family Dwellings		Gas meter reconnection $6.00/meter; Water heater replacement $6.00 per unit	Title 10-2C-2
Development Services	Plumbing Code Fees- New Multiple Dwellings (>3)		$28/dwelling unit	Title 10-2C-2

City of Mason City, Iowa
Master Schedule of Fees

Item/ Department	Description	New Rate/Amount (If Applicable)*	Adopted Rate/ Amount*	Authorizing Code Section
Development Services	Plumbing Code Fees- Others Not Listed		$1-1,000 valuation $28; $1,001-100,000 valuation $28 plus 0.30% of amount over $1,000; >$100,001 valuation $58 plus 0.20% over $1,000	Title 10-2C-2
Development Services	Plumbing Code Fees- Additional Inspections		$50	Title 10-2C-2
Development Services	Mechanical Code Fees- New One or Two-Family Dwellings		<1,001 square feet $16.60; 1,001-3,000 square feet $23; 3,001-6,000 square feet $27.60; >6,001 square feet $33.10	Title 10-2D-2(B)
Development Services	Mechanical Code Fees- Existing One or Two-Family Dwellings		Furnace replacement $8.00 per; Air conditioner condenser replacement $8.00 per unit	Title 10-2D-2(B)
Development Services	Mechanical Code Fees- New Multiple Dwellings (>3)		$28.00/dwelling unit	Title 10-2D-2(B)
Development Services	Mechanical Code Fees- Others Not Listed		$1-1,000 valuation $28; $1,001-100,000 valuation $28 plus 0.30% of amount over $1,000; >$100,001 valuation $55.20 plus 0.20% over $1,000	Title 10-2D-2(B)
Development Services	Mechanical Code Fees- Additional Inspections		50.00	Title 10-2D-2(B)
Development Services	Rental Dwelling Permit- Single-Family		$75/5 yrs	Title 10-2F-15(A)
Development Services	Rental Dwelling Permit- Two-Family		$100/5 yrs	Title 10-2F-15(A)
Development Services	Rental Dwelling Permit- Multi-Family Including Rooming Houses		$125/first unit and $20/ea add'l unit/5 yrs	Title 10-2F-15(A)
Development Services	Rental Reinspection Fee- 1st		$0	Title 10-2F-15(A)
Development Services	Rental Reinspection Fee- 2nd		$35 (paid in advance)	Title 10-2F-15(A)
Development Services	Rental Reinspection Fee- 3rd		$35 (paid in advance)	Title 10-2F-15(A)
Development Services	Rental Reinspection Fee- 4th		$45 (paid in advance)	Title 10-2F-15(A)
Development Services	Rental Reinspection Fee- 5th or additional		$55/per (paid in advance)	Title 10-2F-15(A)
Development Services	Rental Inspection "No Show" Fee		$50/per (within 30 days of scheduled appointment)	Title 10-2F-15(A)
Development Services	Rental Dwelling Transfer Late Fee		$45 (paid within 30 days of notification)	Title 10-2F-15(A)
Development Services	Failure to Register/ Maintain Registration		$500 (within 30 days of written notification)	Title 10-2F-15(A)
Development Services	Rental Appeal Fee		$45 (due at time of appeal application)	Title 10-2F-15(A)
City Clerk	Sign Erector- License		$100/yr	Title 10-2G-3(A)
City Clerk	Sign Erector- Insurance		$100,000 property damage; $500,000 single injury; $500,000 multiple injury	Title 10-2G-3(A)
Fire	Open Burning		$20 for permit; $30 if on-site visit required	Title 10-2I-3(A1)
Fire	Special Inspections		$50	Title 10-2I-4(A)
Fire	Special Inspections- Fire Extinguisher Classes		$100/hr	Title 10-2I-4(B)
Fire	Special Inspections- 3rd or subsequent		$150/per	Title 10-2I-4(C)
Development Services	Vacant Building Registration Fee		$250 for 1st yr; $500 for 2nd yr; $750/yr for 3rd & subsequent years	Title 10-2K-3
Development Services	Final Plat Filing Fee		$125 plus $15 per lot including outlots	Title 11-1-8; Title 11-3-11
Development Services	Preliminary Plat Filing Fee		$125 plus $15 per lot including outlots	Title 11-1-8; Title 11-3-8
Development Services	Text Amendment and Rezoning Application Fee		$125; plus $15/acre or part thereof for rezoning	Title 12-4-2
Development Services	Zoning Board of Adjustment Appeal of Administrative Officer Decision Fee		$125	Title 12-5-2
Development Services	Zoning Special Exception Application Fee		$125	Title 12-5-3
Development Services	Zoning Variance Application Fee		$125	Title 12-5-4
Development Services	Zoning Conditional Use Permit Application Fee		$125	Title 12-5-5(A)
Development Services	Development Review for Minor Site Plans		$25	Title 12-7-3(B4)

City of Mason City, Iowa
Master Schedule of Fees

Item/ Department	Description	New Rate/Amount (If Applicable)*	Adopted Rate/ Amount*	Authorizing Code Section
Development Services	Major Site Plan Review		$125	Title 12-7-5(A)
Development Services	Zoning Permit		Residential Principal or Accessory Building: $25; Commercial Principal or Accessory Building, $30; Sign, 20 per sign	Title 12-3-8
*General Terms & Definitions: "/yr"=per year; "/hr"=per hour; "K" following a dollar amount=thousand Fees are subject to added sales tax as applicable				

New/changed fee

RESOLUTION NO. 26 -

A RESOLUTION ADOPTING A MASTER SCHEDULE OF FEES

WHEREAS, the City Council did on the 20th day of February 2024, adopt Resolution No. 24-37, adopting certain charges for City Labor and Equipment Usage, and

WHEREAS, staff has recently conducted a review of these charges and fees, and now recommends adjustments.

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

Section 1. The City Council hereby approves the attached Master Schedule of Fees, which sets or affirms current fees for various services.

Section 2. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 1st day of December, 2026

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

Council Agenda Item 22

The City of Mason City IOWA

DEVELOPMENT SERVICES DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Steven J. Van Steenhuyse, Director of Development Services
Date:	November 23, 2026
RE:	Amendment 14 to the Mason City Unified Urban Renewal Plan: Ordinance Expanding the Tax Increment Finance District (FINAL)

Recommendation:

Staff respectfully recommends that the City Council approve the ordinance expanding the Mason City Unified Tax Increment Finance (TIF) District per Amendment 14 to the Mason City Urban Renewal District (FINAL).

Review:

The City Council held a public hearing to consider Amendment 14 to the Mason City Urban Renewal Plan on November 3. The Council approved Amendment 14 after closing the public hearing. The Council also approved the ordinance expanding the Tax Increment Finance District on first consideration. The TIF ordinance was approved on second consideration on November 17.

Amendment 14: Amendment 14 adds two areas to the Mason City Unified URA. The Mason City Unified TIF District is expanded to include areas added in Amendment 14.

The Southwest Housing Focus Area consists of the land planned for a new apartment building by Legacy at the 19, LLC, located south of 19th Street SW and between the Fairways and South Central Heights neighborhoods. The Briarstone area is that portion of the vacant land east of South Taft Avenue and south of the Briarstone neighborhood. The area adjacent to South Taft Avenue is already in the Mason City Unified URA; the amendment extends the URA to the east to include land proposed to be developed in the new Briarstone 3rd Addition.

Adding these areas allows for urban renewal incentives and funding to be used within them. In addition, adding the Southwest Housing Focus Area will allow the Urban Revitalization Plan to be amended to make the Legacy project (now called "The Tradition") eligible for a 10-year, 100% tax abatement under the Urban Revitalization Program.

Budget Impact:

There is no impact to the operating budget resulting from this ordinance. Tax increment revenues resulting from increased value in the expanded URA can be used for urban renewal purposes as permitted by Iowa Code.

Council Action Requested:

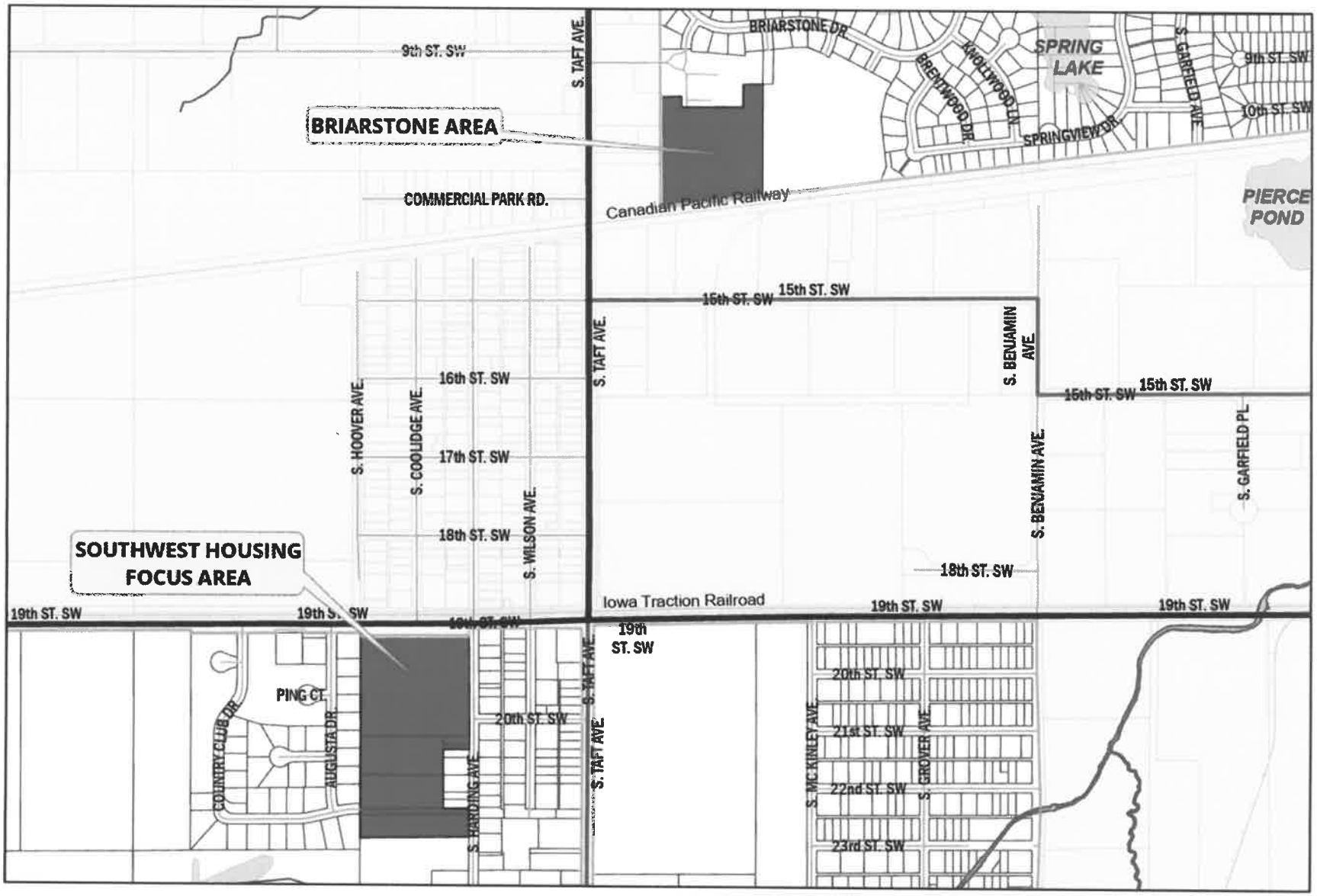
Staff respectfully recommends that the City Council approve the ordinance expanding the Mason City Unified Tax Increment Finance (TIF) District per Amendment 14 to the Mason City Urban Renewal District (FINAL).

Attachments:

1. Map depicting the added territory

Steven J. Van Steenhuyse
Director of Development Services

Reviewed and Recommend Approval



Amendment 14 Additions

Mason City Unified Urban Renewal Area

MASON CITY UNIFIED URBAN RENEWAL AREA AMENDMENT 14

ORDINANCE NO. 26 -

ORDINANCE PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN THE MASON CITY UNIFIED URBAN RENEWAL AREA, PURSUANT TO SECTION 403.19 OF THE CODE OF IOWA

WHEREAS, the City Council of the City of Mason City, Iowa (the "City") has previously enacted certain ordinances providing for the division of taxes levied on certain taxable property in the Mason City Unified Urban Renewal Area, pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, pursuant to such ordinances, certain taxable property within the Mason City Unified Urban Renewal Area in the City has been designated as "tax increment districts"; and

WHEREAS, the City Council now desires to establish a new "tax increment district" in the Mason City Unified Urban Renewal Area by designating certain real property referred to below as the November, 2026 Tax Increment Financing District;

BE IT ENACTED by the Council of the City of Mason City, Iowa:

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on certain taxable property in the Mason City Unified Urban Renewal Area of the City of Mason City, Iowa, each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City of Mason City to finance projects in such area.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

"City" shall mean the City of Mason City, Iowa.

"County" shall mean Cerro Gordo County, Iowa.

"November, 2026 Tax Increment Financing District" shall mean the certain real property situated in the Mason City Unified Urban Renewal Area, more particularly described as follows::

LOT ONE (1) IN THE AUDITOR'S SUBDIVISION OF THE EAST HALF (E ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION EIGHTEEN (18), TOWNSHIP NINETY-SIX (96) NORTH, RANGE TWENTY (20) WEST OF THE 5TH P.M.; AND

LOT TWO (2) IN SAID AUDITOR'S SUBDIVISION, EXCEPT THE SOUTH 150 FEET OF THE EAST 150 FEET THEREOF; AND

LOT THREE (3) IN SAID AUDITOR'S SUBDIVISION, EXCEPT THE NORTH 193.25 FEET OF THE EAST 150 FEET THEREOF; AND

THE NORTH 134 FEET OF LOT FOUR (4) IN SAID AUDITOR'S SUBDIVISION, ALL IN MASON CITY, CERRO GORDO COUNTY, IOWA;

AND

BEGINNING AT THE SOUTH POINT OF THE MOST EASTERN EAST LINE OF BRIARCLIFF ESTATES FIRST ADDITION, MASON CITY, IOWA; THENCE DUE SOUTH TO THE NORTH RIGHT-OF-WAY LINE OF THE CANADIAN PACIFIC RAILROAD; THENCE SOUTHWESTERLY ALONG SAID NORTH RIGHT-OF-WAY LINE TO THE SOUTHEAST CORNER OF LOT FOUR IN THE BRIARSTONE WEST ADDITION TO MASON CITY, IOWA, WHICH POINT IS ON THE EAST LINE OF SAID BRIARSTONE WEST ADDITION; THENCE NORTH ALONG SAID EAST LINE OF THE BRIARSTONE WEST ADDITION TO ITS INTERSECTION WITH THE WESTERN SOUTHWEST CORNER OF BRIARSTONE ESTATES FIRST SUBDIVISION; THENCE EAST, SOUTH, EAST, NORTH, AND EAST ALONG THE SOUTH LINES OF SAID BRIARCLIFF ESTATES FIRST ADDITION, TO THE POINT OF BEGINNING.

Section 3. Provisions for Division of Taxes Levied on Taxable Property in the November, 2026 Tax Increment Financing District. After the effective date of this ordinance, the taxes levied on the taxable property in the November, 2026 Tax Increment Financing District each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the November, 2026 Tax Increment Financing District is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the November, 2026 Tax Increment Financing District, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the November, 2026 Tax Increment Financing District on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which amends the plan for the November, 2026 Tax Increment Financing District to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area, and to provide for low and moderate-income family housing, except that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, taxes for the instructional support program levy of a school district imposed pursuant to Section 257.19 of the Code of Iowa and taxes for the payment of bonds and

interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the November, 2026 Tax Increment Financing District exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the November, 2026 Tax Increment Financing District shall be paid into the funds for the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the November, 2026 Tax Increment Financing District shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word "taxes" includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Mason City, Iowa, on the 1st day of December, 2026.

_____
Mayor

ATTEST:

_____
City Clerk

First Consideration: November 3, 2026
Second Consideration: November 17, 2026
Final Consideration: December 1, 2026

Council Agenda Item 23

The City of Mason City IOWA

DEVELOPMENT SERVICES DEPARTMENT

Memorandum

To: Aaron Burnett, City Administrator

From: Steven J. Van Steenhuyse, Director of Development Services

Date: November 23, 2026

RE: Amendments to Title 12, Chapter 4, Text Amendments and Rezoning (FINAL)

Recommendation:

On August 11, 2026, the Planning and Zoning Commission held a public hearing on proposed amendments to Chapter 4 of the Zoning Ordinance, "Text Amendments and Rezoning." The Commission voted unanimously to recommend approval of the amendments to the City Council. Staff concurs and requests that the City Council approve the amendments on FINAL consideration.

Review:

Prior Council Action: The City Council held a public hearing on the proposed amendments on September 1, 2026. There was discussion as to whether the City could retain the supermajority requirement for rezonings if a valid protest petition is submitted. Staff directed this question to the City Attorney; his response is attached. In short, the Attorney stated that Iowa Code conferred the power to approve a protested rezoning with a supermajority to cities; therefore, by repealing that power, it no longer exists, and cities cannot retain the supermajority process.

At the second consideration of the proposed amending ordinance on September 15, 2026, the City Attorney's recommendation was discussed. The Council decided to table the ordinance pending a Council Work session to discuss the protest petition/supermajority requirement and consider if it should be retained.

A Council Work session was held November 3 to discuss the issues related to the proposed amendments. After discussion, the consensus of the Council was to accept Staff's and the City Attorney's recommendation to repeal the protest petition/supermajority requirement. The amendment as it was approved on first consideration is now resubmitted for second consideration. However, the Council requested Staff to draft a resolution to the Iowa Legislature noting the City's opposition to the repeal.

At the November 17 City Council meeting, the Council approved the proposed amendments on second consideration. The Council also approved the resolution stating the City's position regarding repeal of the protest petition/supermajority requirement.

Background: In 2025 and 2026, the Iowa Legislature passed new standards regarding public notice requirements and the ability of surrounding property owners to force a supermajority vote of the City Council to approve a rezoning. The 2025 law recognized that the public notice timelines for State-required municipal actions were inconsistent and led to confusion for both municipal staff and the public.

For instance, State statute requires notice for a variance request to be published no less than four and no more than 20 days before the hearing, but a rezoning request must be published no less than seven or more than 20 days before the hearing. The Legislature determined that all such actions should have the same notice period and mandated that all notice periods be no less than four and no more than 20 days prior to the hearing. Chapter 12-4, Text Amendments and Rezonings, is proposed to be amended to reflect this change.

In 2026, the Legislature repealed a portion of Section 414.5 of Iowa Code that allowed for a "protest petition." This section stated that, if the owners of 20 percent of the land within 200 feet of a property to be rezoned submit a petition against the rezoning, it could only be approved by a supermajority of the City Council. To reflect this change in Iowa Code, the relevant section of Chapter 12-4 is repealed by this amendment.

The other major change to Chapter 12-4 is in response to an attempt earlier this year by a citizen to initiate a text amendment. After review, the City Attorney determined that the citizen did not have standing to submit the amendment, as the intent and effect of the amendment did not affect property in which the applicant had an interest or that the applicant owned. The applicant appealed

this decision to the Zoning Board of Adjustment, which denied the appeal and upheld the City Attorney's (and Staff's) interpretation. The proposed amendment clarifies that only City Staff (under direction of the City Administrator), members of the Planning and Zoning Commission, or members of the City Council have standing to initiate a text amendment.

Review

The proposed amendments are discussed in the order they appear in Chapter 4. Added language is underlined and deleted language is ~~struck through~~. Minor or self-evident changes are not discussed in detail.

1) Section 12-4-2, Procedure: New Subsection A, Timeline

The unnumbered paragraph under Section 12-4-2 is renumbered to be Subsection A.

2) Section 12-4-2, Procedure: Subsection B, Rezoning

The former subsections A and B are deleted and replaced with a new Subsection B. The text in Section 12-4-2.B.1 clarifies the persons who have standing to initiate a rezoning. The new 12-4-2.B.3 clarifies the requirement that the owner of the property to be rezoned must show proof of ownership and must assent to the rezoning if the applicant is not the owner. The power of the City to rezone property is not affected by this amendment.

3) Section 12-4-2, Procedure: Subsection C, Conditional Rezoning

The changes to this subsection clarify the period during which an applicant may voluntarily propose conditions to a rezoning. Iowa Code requires voluntary conditions to a rezoning to be proposed prior to the closing of the public hearing. The text currently reads that the conditions must be proposed prior to the Planning and Zoning Commission public hearing. Since our rezoning process requires two public hearings, one before the Planning and Zoning Commission and one before the City Council, the ability of the applicant to propose conditions to the rezoning request before closing of all hearings is extended to the City Council's public hearing. This provides the applicant more flexibility to propose new voluntary conditions if deemed necessary.

4) Section 12-4-2, Procedure: New Subsection D, Text Amendments

This new subsection clarifies that only Staff (under the direction of the City Administrator), the Planning and Zoning Commission, or the City Council (both with assistance from Staff) may initiate a text amendment. Similar to all other legislative actions, an individual desiring a change in the City Code should

petition their elected representatives to initiate a text amendment. The subsection also allows for legal review of a proposed text amendment and requires the amendment to be presented in the form and outline used by the City Code.

5) Section 12-4-2, Procedure: Renumbered Subsection E, Public Hearing
This subsection changes the period for publishing a legal notice from at least seven days and no more than 20 days prior to the hearing date to at least four days and no more than 20 days prior to the hearing. This follows the 2025 law passed by the State.

6) Section 12-4-2, Procedure: Existing Subsection G, Adverse Effects
The existing text provides six "factors" to be considered by the Commission and City Council when making a rezoning decision. As presented, these "factors" operate as *de facto* standards that must be met in order to approve a rezoning. Rezoning is a legislative, rather than a judicial, function. A legislative decision is not based on standards but is determined by specific conditions relative to the property in question and the impact the decision has on the city as a whole. The listed factors, if consistently applied, could impede or prevent a beneficial decision. The City Attorney recommends deletion of this subsection. Staff and the Planning and Zoning Commission concur.

7) Section 12-4-2, Procedure: Renumbered Subsection M, Council Decision, Paragraph 2
The repealed language in this paragraph reflects the law passed by the Legislature in 2026. Nearby property owners still have the ability to petition their elected officials regarding a rezoning decision, but the supermajority process is repealed.

8) Section 12-4-3, Initiation of Amendments and Rezoning Requests
This section is repealed, as the same requirements are stated in the sections and subsections above.

Budget Impact:
There is no impact to the budget resulting from the proposed amendments.

Council Action Requested:
Staff requests approval of the amendments on FINAL consideration.

Attachments:

1. Proposed Amendments
2. City Attorney Opinion on Retention of the Supermajority Requirement

Steven J. Van Steenhuyse
Director of Development Services

Reviewed and Recommend Approval

AMENDMENTS TO CHAPTER 4, TEXT AMENDMENTS AND REZONING

Chapter 12-4: TEXT AMENDMENTS AND REZONING

12-4-1 Text Amendments and Rezoning Requests

The regulations, restrictions and boundaries set forth in this Ordinance may from time to time be amended, supplemented, changed or repealed; provided, that no such action may be taken until after a public hearing in relation thereto, at which citizens and parties with interest shall have an opportunity to be heard. Any action taken pursuant to this Chapter shall also be in compliance and accordance with the rules and regulations of the Department of Natural Resources, State of Iowa, and the Federal Emergency Management Agency.

12-4-2 Procedure

A. Timeline. Unless initiated by city staff, the commission, or the council, an application for a text amendment or rezoning shall be given first consideration within sixty (60) days from the date of its official and complete submission unless extended by the city council or a time waiver is granted by the applicant. If applicable, processing of the application through required state or federal agencies shall extend the review and decision-making period. Additional procedural requirements are as follows:

~~A. Requests: Requests for a text amendment or rezoning shall be filed with the administrative officer on an official application form. The application shall be accompanied by a fee as provided by city council resolution. The application shall also be accompanied by detailed written and graphic materials fully explaining the proposed change, and, in the case of a rezoning, the development of all forms and functions allowed within the proposed district and their potential impact on surrounding property and the community. The request shall be considered officially submitted when all the informational requirements have been reviewed and are determined to be complete. The request for a text amendment or rezoning shall be placed on the agenda of the next regular commission meeting.~~

~~B. Proof Of Ownership Or Authorization: Except for rezoning petitions initiated by city staff, the commission, or the council, the applicant shall supply proof of ownership of the property for which the rezoning is requested, and, if the applicant is not the owner, supply written authorization from the owner(s) of the property in question to proceed with the requested rezoning.~~

B. Rezoning:

1. Requests to rezone a lot or parcel may be initiated by city staff through the city administrator, the commission, the council, or the owner(s) of such lot or parcel. A person or entity with a demonstrated interest in a property may initiate a rezoning, provided that the owner consents in writing by signing the application.

2. Requests for rezoning shall be filed with the administrative officer on an official application form. The application shall be accompanied by a fee as provided by city council resolution. The application shall also be accompanied by detailed written and graphic materials fully explaining the proposed. The request shall be considered officially submitted when all the informational requirements have been reviewed and are determined to be complete. The request for a rezoning shall be placed on the agenda of the commission.

3. Except for rezoning petitions initiated by city staff, the commission, or the council, the applicant shall supply proof of ownership of the property for which the rezoning is requested and, if the applicant is not the owner, supply written authorization from the owner(s) of the property in question to proceed with the requested rezoning.

C. Conditional Rezoning: Prior to the conclusion of the required ~~any~~ public hearing before the city council, the applicant for rezoning may voluntarily propose conditions or restrictions on the uses, forms or functions permitted upon the ~~land~~ lot or parcel in question, subject to all of the following:

1. All such conditions or restrictions must be voluntarily ~~proposed~~ agreed to by the applicant in writing as part of the rezoning application, or in writing prior to closing of the public hearing before the ~~commission~~ city council.

2. All such conditions or restrictions must conform to this title and all applicable requirements of this Code.

3. Conditions or restrictions may not be proposed and may not be changed after the public hearing before the ~~commission~~ council has been closed. If the applicant wishes to change the conditions or restrictions after the ~~commission~~ council has closed the public hearing, such changes must be voluntarily proposed in writing and shall require reconsideration by the commission at a new public hearing.

4. After the commission's public hearing is closed, the commission may recommend approval without the conditions or recommend approval subject to the conditions or restrictions as submitted by the applicant; but the commission may not alter the conditions as

submitted. Conversely, the commission may recommend denial of the rezoning,

5. After its public hearing is closed, ~~T~~the city council may approve the rezoning without the conditions, or may approve the rezoning subject to the conditions or restrictions as submitted by the applicant, but the council may not alter the conditions as submitted. Conversely, the council may deny the rezoning.

D. Text Amendments: A text amendment may only be initiated by city staff through the city administrator, the council, or the commission. A proposed amendment shall be reviewed by staff and by legal counsel as needed. The proposed amendment shall be presented in a form and outline meeting the numbering standards established in this code.

~~D~~E. Public Hearing. Upon receipt of the application, the administrative officer shall set a public hearing following proper hearing notification. The commission shall conduct the hearing and report its findings and recommendations to the city council. Notice of said hearing shall consist of a legal property description and description of the request, and shall be published in the official newspaper at least four ~~seven~~ (~~4~~7) days but no more than twenty (20) days prior to the hearing. In the case of applications for rezoning, ~~and~~ written notice of said hearing shall also be mailed at least ten (10) days prior to all owners of land within three hundred fifty (350) feet of the subject property. Failure of a property owner to receive said notice shall not invalidate any such proceedings as set forth within this Ordinance. Public notice signs will be posted on the subject property.

~~F. Failure Not Invalidation: Failure of a property owner to receive said notice shall not invalidate any such proceedings as set forth within this Ordinance.~~

F. Technical Reports. The administrative officer shall instruct the appropriate staff persons to prepare technical reports where appropriate, and provide general assistance in preparing a recommendation on the action to the city council.

~~G. Adverse Effects. The commission and city council shall consider possible adverse effects of the proposed text amendment or rezoning. Its judgment shall be based upon (but not limited to) the following factors:~~

~~1. The proposed action has been considered in relation to the specific polices and provisions of and has been found to be consistent with the official Mason city Comprehensive Plan.~~

~~2. The proposed action is or will be compatible with present and future land uses of the area.~~

~~3. The proposed action conforms to all performance standards contained herein.~~

~~4. The proposed action will not tend to or actually depreciate the area in which it is proposed, provided verifiable proof of depreciation is discovered.~~

~~5. The proposed action can be accommodated with existing public services and will not overburden the city's service capacity.~~

~~6. The proposed action is in conformance with the city's utility extension policies or is contiguous to existing development of a similar zoning.~~

~~H~~G. Additional Information Requested. The commission and city staff shall have the authority to request additional information from the applicant concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant concerning operational factors, said information to be declared necessary to establish performance conditions in relation to all pertinent sections of this Ordinance. Failure on the part of the applicant to supply all necessary supportive information may be grounds for denial of the request.

~~I~~H. Appearance to Answer Questions. The applicant or a representative thereof shall appear before the commission in order to answer questions concerning the request.

~~J~~I. Approval, Denial, or Changes. The commission shall recommend approval or denial of the request. In the case of a text amendment, the commission may recommend changes to the requested amendment.

~~K~~J. Report and Recommendation Received. The city council shall not act upon a text amendment or rezoning until they have received a report and recommendation from the commission or until sixty (60) days after the first regular commission meeting at which the request was considered.

~~L~~K. Placement on Agenda. Upon receiving the report and recommendation of the commission, the administrative officer shall place the report and recommendation on the agenda for the ~~next regular~~ city council ~~meeting~~. Such reports and recommendations shall be entered in and made part of the permanent written record of the city council meeting.

~~M~~L. Public Hearing and Consideration. It shall be the duty of the city council to hold a public hearing and give first consideration to the request within sixty (60) days after the receipt of the commission recommendation, unless the applicant agrees to an extension in writing to a date certain. Notice of the hearing shall be published in the official

newspaper at least four ~~seven (7~~4) days but no more than twenty (20) days prior to hearing.

~~N~~M. Council Decision:

1. The city council shall consider the commission's recommendation in coming to a final decision. However, prior to making a final decision, the council shall refer the application back to the commission for further study and recommendation should any of the following occur:

   a. The city council finds that specific inconsistencies exist in the review process that may have prevented full consideration of relevant issues.

   b. New information comes to light that the commission did not have at the time it made its recommendation that may have resulted in a different recommendation.

   c. In the case of a text amendment, the council may approve minor deviations from the text recommended by the commission, but shall refer major changes back to the commission. The commission shall hold a public hearing on the changes before making a recommendation to the city council.

   . The city council shall provide the commission with a written statement detailing the specific reasons for referral. This procedure shall be followed only one time on a singular action.

2. Approval of a proposed text amendment or rezoning shall require a majority vote of the city council. ~~However, in rezoning cases, if the owners of twenty (20) percent or more of the area of the lots included in such proposed rezoning area or the property owners of twenty (20) percent or more of the property that is located within two hundred feet (200') of the exterior boundaries of the property for which the rezoning is proposed, inclusive of public property and right-of-way, object to the rezoning in writing, the rezoning shall not become effective except by the favorable vote of at least three-fourths (3/4) of all the members of the city council.~~

~~O~~N. Denial, Reconsideration. Whenever an application for a text amendment or rezoning has been considered and denied by the city council, a similar application and proposal for the text amendment or rezoning, with essentially the same language or effect in the case of a text amendment or affecting generally the same property for which a rezoning was denied, shall not be considered again by the commission or city council for at least six (6) months from the date of its denial, unless a decision to reconsider such matter is made by the city council.

~~P~~O. The text amendment or rezoning shall not become effective until such time as the city council approves an ordinance reflecting said text amendment or rezoning and after said ordinance is published in the official newspaper.

~~12-4-3 Initiation of Amendments and Rezoning Requests~~

~~A. The city staff, city council or commission may, upon their own motion, initiate a request for a text amendment or rezoning.~~

~~B. Any person(s) owning real estate or having documented interest therein, within the city, may initiate a request for a text amendment or rezoning as to affect the same real estate.~~

From: Steve Leidinger
To: Steven Van Steenhuyse
Cc: Aaron Burnett
Subject: RE: Rezoning Supermajority Requirements
Date: Friday, September 4, 2026 12:18:36 PM
Attachments: image003.png

Steven:

I have reviewed the issue and, in my opinion, the City should not retain the protest-petition supermajority requirement in its zoning ordinance now that the State has repealed the corresponding language from Iowa Code section 414.5.

Prior to the recent statutory amendment, the authority for a protest petition and resulting supermajority vote requirement was expressly granted by state law. The Legislature has now removed that provision. While cities generally possess home rule authority and may adopt regulations that are more restrictive than state law in some circumstances, municipalities cannot exercise powers that are inconsistent with state statutes or establish procedural requirements that conflict with the framework established by the Legislature.

Because the legislature previously authorized a protest-petition procedure and then intentionally repealed it, there is a strong argument that the legislature has determined rezonings should be decided by the ordinary voting requirements applicable to zoning amendments. Retaining a local ordinance that effectively recreates a repealed state-law procedure could be viewed as inconsistent with legislative intent and therefore vulnerable to challenge.

The question is less whether the City is being "more restrictive," and more whether the City may continue to impose a requirement that the Legislature deliberately chosen to eliminate from the statutory process. In my opinion, that presents a significant preemption concern. Accordingly, my recommendation is to proceed with repeal of the local provision. Let me know if you have any questions, or if you would like to discuss.

1926 YEARS 2026
LYNCH DALLAS
Legal

Steven C. Leidinger, Attorney at Law
316 Second St. S.E. Suite 124
P.O. Box 2457
Cedar Rapids, Iowa 52406-2457
Office: 319.365.9101, ext. 710
Direct: 319.200.3710
E-Mail: sleidinger@lynchdallas.com
Website: www.lynchdallas.com
Click here to upload files.

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From: Steven Van Steenhuyse <svansteenhuyse@masoncity.net>
Sent: Friday, September 4, 2026 8:39 AM
To: Steve Leidinger <SLeidinger@lynchdallas.com>
Cc: Aaron Burnett <aburnett@masoncity.net>
Subject: RE: Rezoning Supermajority Requirements

Steve, we are getting a lot of interest in this question. Second reading will be on September 16 and if we are able to retain the supermajority option, we want to be able to present that to the Council. When do you think you can get us an answer? I'll be out of the office this afternoon, but if you have an answer today, please reply to both me and Aaron. Thanks.

Steven J. Van Steenhuyse, AICP
Director of Development Services
(641) 421-3626
svansteenhuyse@masoncity.net

From: Steven Van Steenhuyse
Sent: Wednesday, September 2, 2026 10:48 AM
To: Steve Leidinger <SLeidinger@lynchdallas.com>
Cc: Aaron Burnett <aburnett@masoncity.net>
Subject: Rezoning Supermajority Requirements

Steve, as you know, the State repealed the part of Iowa Code 414.5 that allowed for a "protest petition" to trigger a supermajority vote of the City Council for a rezoning. Following in the State's footsteps, the Planning and Zoning Commission recommended approval of a Staff initiated amendment to repeal the same language in our Zoning Ordinance. This amendment went to the City Council for public hearing and first consideration at last night's meeting.

One of the Council members asked if repeal of the supermajority requirement at the State level requires subsequent city repeal of the same requirement. In other words, could the City keep the supermajority requirement in the Zoning Ordinance if we wanted to retain it? Is this a preemption question, or not? An argument could be made that retaining the requirement results in the City being more restrictive than the State, which is typically allowed.

Professionally, I recommend repeal, as this rule can be used by a relatively few adjacent owners to block what could be beneficial projects. However, at least one Council member sees repeal as limiting the rights of adjacent owners and feels that the people should retain this right.

Let me know what you think, thanks.

Steven J. Van Steenhuyse, AICP
Director of Development Services
10 1st Street NW, Mason City, IA 50401
(641) 421-3626
svansteenhuyse@masoncity.net

The City of Mason City IOWA

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ORDINANCE 26 -

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MASON CITY, IOWA, BY REPEALING TITLE 12 "ZONING REGULATIONS" CHAPTER 4: TEXT AMENDMENTS AND REZONING IN ITS ENTIRETY AND ADOPTING A NEW CHAPTER 4 IN LIEU THEREOF

BE IT ORDAINED by the City Council of the City of Mason City, Iowa:

Section 1. That That the City Code of the City of Mason City, Iowa, should be and the same is hereby amended by repealing Title 12, Chapter 4: Text Amendments in its entirety and adopting a new Chapter 4 in lieu thereof as follows:

TITLE 12:
ZONING REGULATIONS
CHAPTER 4: TEXT AMENDMENTS AND REZONING

Chapter 12-4: TEXT AMENDMENTS AND REZONING

12-4-1 Text Amendments and Rezoning Requests

The regulations, restrictions and boundaries set forth in this Ordinance may from time to time be amended, supplemented, changed or repealed; provided, that no such action may be taken until after a public hearing in relation thereto, at which citizens and parties with interest shall have an opportunity to be heard. Any action taken pursuant to this Chapter shall also be in compliance and accordance with the rules and regulations of the Department of Natural Resources, State of Iowa, and the Federal Emergency Management Agency.

12-4-2 Procedure

A. Timeline. Unless initiated by city staff, the commission, or the council, an application for a text amendment or rezoning shall be given first consideration within sixty (60) days from the date of its official and complete submission unless extended by the city council or a time waiver is granted by the applicant. If applicable, processing of the application through required state or federal agencies shall extend the review and decision-making period. Additional procedural requirements are as follows:

B. Rezoning:

1. Requests to rezone a lot or parcel may be initiated by city staff through the city administrator, the commission, the council, or the owner(s) of such lot or parcel. A person or entity with a demonstrated interest in a property may initiate a rezoning, provided that the owner consents in writing by signing the application.
2. Requests for rezoning shall be filed with the administrative officer on an official application form. The application shall be accompanied by a fee as provided by city council resolution. The application shall also be accompanied by detailed written and graphic materials fully explaining the proposal. The request shall be considered officially submitted when all the informational requirements have been reviewed and are determined to be complete. The request for a rezoning shall be placed on the agenda of the commission.

3. Except for rezoning petitions initiated by city staff, the commission, or the council, the applicant shall supply proof of ownership of the property for which the rezoning is requested and, if the applicant is not the owner, supply written authorization from the owner(s) of the property in question to proceed with the requested rezoning.

C. Conditional Rezoning: Prior to the conclusion of the required public hearing before the city council, the applicant for rezoning may voluntarily propose conditions or restrictions on the uses, forms or functions permitted upon the lot or parcel in question, subject to all of the following:

1. All such conditions or restrictions must be voluntarily agreed to by the applicant in writing as part of the rezoning application, or in writing prior to closing of the public hearing before the city council.

2. All such conditions or restrictions must conform to this title and all applicable requirements of this Code.

3. Conditions or restrictions may not be proposed and may not be changed after the public hearing before the council has been closed. If the applicant wishes to change the conditions or restrictions after the council has closed the public hearing, such changes must be voluntarily proposed in writing and shall require reconsideration by the commission at a new public hearing.

4. After the commission's public hearing is closed, the commission may recommend approval without the conditions or recommend approval subject to the conditions or restrictions as submitted by the applicant; but the commission may not alter the conditions as submitted. Conversely, the commission may recommend denial of the rezoning,

5. After its public hearing is closed, the city council may approve the rezoning without the conditions, or may approve the rezoning subject to the conditions or restrictions as submitted by the applicant, but the council may not alter the conditions as submitted. Conversely, the council may deny the rezoning.

D. Text Amendments: A text amendment may only be initiated by city staff through the city administrator, the council, or the commission. A proposed amendment shall be reviewed by staff and by legal counsel as needed. The proposed amendment shall be presented in a form and outline meeting the numbering standards established in this code.

E. Public Hearing. Upon receipt of the application, the administrative officer shall set a public hearing following proper hearing notification. The commission shall conduct the hearing and report its findings and recommendations to the city council. Notice of said hearing shall consist of a legal property description and description of the request, and shall be published in the official newspaper at least four (4) days but no more than twenty (20) days prior to the hearing. In the case of applications for rezoning, written notice of said hearing shall also be mailed at least ten (10) days prior to all owners of land within three hundred fifty (350) feet of the subject property. Failure of a property owner to receive said notice shall not invalidate any such proceedings as set forth within this Ordinance. Public notice signs will be posted on the subject property.

F. Technical Reports. The administrative officer shall instruct the appropriate staff persons to prepare technical reports where appropriate, and provide general assistance in preparing a recommendation on the action to the city council.

G. Additional Information Requested. The commission and city staff shall have the authority to request additional information from the applicant concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant concerning operational factors, said information to be declared necessary to establish performance conditions in relation to all pertinent sections of this Ordinance. Failure on the part of the applicant to supply all necessary supportive information may be grounds for denial of the request.

H. Appearance to Answer Questions. The applicant or a representative thereof shall appear before the commission in order to answer questions concerning the request.

I. Approval, Denial, or Changes. The commission shall recommend approval or denial of the request. In the case of a text amendment, the commission may recommend changes to the requested amendment.

J. Report and Recommendation Received. The city council shall not act upon a text amendment or rezoning until they have received a report and recommendation from the commission or until sixty (60) days after the first regular commission meeting at which the request was considered.

K. Placement on Agenda. Upon receiving the report and recommendation of the commission, the administrative officer shall place the report and recommendation on the agenda for the city council. Such reports and recommendations shall be entered in and made part of the permanent written record of the city council meeting.

L. Public Hearing and Consideration. It shall be the duty of the city council to hold a public hearing and give first consideration to the request within sixty (60) days after the receipt of the commission recommendation, unless the applicant agrees to an extension in writing to a date certain. Notice of the hearing shall be published in the official newspaper at least four (4) days but no more than twenty (20) days prior to hearing.

M. Council Decision:

1. The city council shall consider the commission's recommendation in coming to a final decision. However, prior to making a final decision, the council shall refer the application back to the commission for further study and recommendation should any of the following occur:

    a. The city council finds that specific inconsistencies exist in the review process that may have prevented full consideration of relevant issues.

    b. New information comes to light that the commission did not have at the time it made its recommendation that may have resulted in a different recommendation.

    c. In the case of a text amendment, the council may approve minor deviations from the text recommended by the commission, but shall refer major changes back to the commission. The commission shall hold a public hearing on the changes before making a recommendation to the city council.

    d. The city council shall provide the commission with a written statement detailing the specific reasons for referral. This procedure shall be followed only one time on a singular action.

2. Approval of a proposed text amendment or rezoning shall require a majority vote of the city council.

N. Denial, Reconsideration. Whenever an application for a text amendment or rezoning has been considered and denied by the city council, a similar application and proposal for the text amendment or rezoning, with essentially the same language or effect in the case of a text amendment or affecting generally the same property for which a rezoning was denied, shall not be considered again by the commission or city council for at least six (6) months from the date of its denial, unless a decision to reconsider such matter is made by the city council.

O. The text amendment or rezoning shall not become effective until such time as the city council approves an ordinance reflecting said text amendment or rezoning and after said ordinance is published in the official newspaper.

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 1st day of December, 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

1st consideration:	September 1, 2026
2nd consideration:	September 15, 2026 (tabled)
2nd consideration:	November 17, 2026
3rd consideration:	December 1, 2026

Council Agenda Item 24

The City of Mason City IOWA

ENGINEERING DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Krysten Foster, City Engineer
Date:	November 23, 2026
RE:	Revisions to City Ordinance – Through Streets – Second Reading

Recommendation:
We recommend the City Council consider 2nd reading of ordinance revisions to add stop/yield signage along McKinley Ave. and Grover Ave., which is adjacent to Newman Elementary, Childcare & Preschool, and update City Code to align with signage along 43rd Street south.

Review:
Iowa Code Chapter 321 grants cities the authority to designate through streets with respect to streets and highways under city jurisdiction. Additionally, traffic signage follows Manual of Uniform Traffic Control Devices (MUTCD) standards.

Historically, Newman Schools was based in different locations throughout the community before all grades and childcare services were consolidated to the current campus, which lies south of 19th St. SW between Taft Ave. and McKinley Ave. More recently, Newman Elementary modernized procedures for parent dropoff/pick-up this fall. The growth of the school combined with recent traffic pattern changes resulted in a timely reevaluation of traffic signage along the adjacent streets. It has been over ten years since this neighborhood was evaluated under MUTCD standards for the purpose of making signage recommendations.

Lastly, a technical correction is proposed to add 43rd St. S. as a through street.

Also see the 11/17/26 Packet for a list of which signs (stop or yield) will be installed at each intersection.

Budget Impact:
The costs of signage and staff time are within the 2026-27 operating budgets.

Council Action Requested:
We respectfully request that the City Council consider on 2nd reading an ordinance amending Title 9-11-2: Streets Designated of the City Code.

Attachments:
Proposed Ordinance.

Krysten S. Foster, City Engineer

Reviewed and Recommend Approval

ORDINANCE NO. 26 -

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF MASON CITY, IOWA, BY REPEALING TITLE 9, CHAPTER 11: THROUGH STREETS, SECTION 2: STREETS DESIGNATED AND ADOPTING A NEW SECTION 2 IN LIEU THEREOF

BE IT ORDAINED by the City Council of the City of Mason City, Iowa:

Section 1: That the City Code of the City of Mason City, Iowa, should be and the same is hereby amended by repealing Title 9, Chapter 11: Through Streets, Section 2: Streets Designated and adopting a new Section 2 in lieu thereof as follows:

"TITLE 9
CHAPTER 11
THROUGH STREETS

9-11-2: STREETS DESIGNATED: The following streets and avenues are hereby designated as through streets:

A. Streets:

State Street from Monroe Avenue to Illinois Avenue.

State Street from Taft Avenue to Grover Avenue.

First Street north from Winnebago Way to East State Street.

First Street south from Connecticut Avenue to Delaware Avenue.

First Street south from Washington Avenue to Crescent Drive.

Fourth Street north from Washington Avenue to Carolina Avenue.

Fourth Street south from Monroe Avenue to President Avenue.

Sixth Street south from Garfield Avenue to Monroe Avenue.

Sixth Street south from Kentucky Avenue to Illinois Avenue.

Seventh Street south from Monroe Avenue to Carolina Avenue.

Eighth Street north from Pierce Avenue to Jackson Avenue.

Eighth Street south from Jefferson Avenue to Kentucky Avenue.

Ninth Street north from Carolina Avenue to Hampshire Avenue.

Ninth Street north from Pierce Avenue to Jackson Avenue.

Ninth Street north from Monroe Avenue to Pennsylvania Avenue.

Ninth Street south from east line Bel Air Addition to Illinois Avenue.

Twelfth Street north from Eisenhower Avenue to Federal Avenue.

Twelfth Street north from Elm Drive to California Avenue.

Twelfth Street south from Federal Avenue to Carolina Avenue.

Thirteenth Street north from Federal Avenue to Elm Drive.

Fifteenth Street south from Taft Avenue to Kentucky Avenue.

Seventeenth Street north from Quincy Avenue to Federal Avenue.

Nineteenth Street south from west City limits to Illinois Avenue.

Twenty Third Street south from Monroe Avenue to Federal Avenue.

Twenty Seventh Street south from Federal Avenue to Monroe Avenue.

Forty Third Street south from west City limits to Federal Avenue.

B. Avenues and Drives:

Benjamin Avenue from Fifteenth Street to Twenty Sixth Street south.

Birch Drive from Hampshire Avenue north to Illinois Avenue north.

California Avenue from north City limits to south City limits.

Carolina Avenue from Fourth Street north to north City limits.

Carolina Avenue from State Street to Nineteenth Street south.

Cerro Gordo Way from Fourth Street south to Garfield Avenue.

College Drive from Fourth Street south to Twelfth Street north.

Crescent Drive from First Street south to Fourth Street south.

Eisenhower Avenue from Nineteenth Street south to north City limits.

Garfield Avenue from Fourth Street south to Tenth Street south.

Grover Avenue from Fourth Street south to State Street.

Grover Avenue from Nineteenth Street south to Twenty Fourth Street south.

Hampshire Avenue from Twelfth Street north to Seventeenth Street north.

Illinois Avenue from Twelfth Street north to Ninth Street south.

Jackson Avenue from First Street north to Ninth Street north.

Jefferson Avenue from Fifth Street south to Eighth Street south.

Jefferson Avenue from Nineteenth Street south to Twenty Ninth Street south.

Kentucky Avenue from south City limits to Twelfth Street north.

Manor Drive from Kentucky Avenue to east line Bel Air Addition.

Maple Drive from Fourth Street south to East State Street.

McKinley Avenue from Nineteenth Street south to Twenty Sixth Street south.

Monroe Avenue from Twenty Seventh Street south to Twelfth Street north.

Pennsylvania Avenue from Eighth Street south to Thirteenth Street north.

Pierce Avenue from Twelfth Street north to Nineteenth Street south.

President Avenue from Sixth Street south to Fourth Street south.

Quincy Avenue from Fourteenth Street north to Seventeenth Street north.

Rhode Island Avenue from Twelfth Street north to Seventeenth Street north.

Taft Avenue from south City limits to Twelfth Street north.

Virginia Avenue from East State Street to Nineteenth Street south.

Winnebago Way from Fourth Street south to First Street north. (Ord. 12-19, 12-18-2012; amd. 2017 Code)

C. Highways:

Highway 122 from the west corporate limits to the east corporate limits.

U.S. Highway 65 from the north City limits to the south City limits. (Ord. 12-19, 12-18-2012)

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 adjusted to be invalid or unconstitutional, such as 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 , 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

1st consideration: November 17, 2026
2nd consideration: December 1, 2026
3rd consideration:

Council Agenda Item 25

The City of Mason City IOWA

DEVELOPMENT SERVICES DEPARTMENT

Memorandum

To:	Aaron Burnett, City Administrator
From:	Steven J. Van Steenhuyse, Director of Development Services
Date:	November 23, 2026
RE:	Ordinance establishing a Tax Increment Finance District (TIF) within the Peninsula Urban Renewal Area (2nd or FINAL)

Recommendation:
Staff recommends approval of the Ordinance establishing a TIF District for the Peninsula Urban Renewal Area (2nd or FINAL).

Review:
The City Council approved the establishment of the Peninsula Urban Renewal Area (URA) on November 17. In addition, the ordinance creating a Tax Increment Finance District within the Peninsula URA was approved on first consideration.

Chapter 403 of the Iowa Code authorizes cities to establish "urban renewal areas" (URAs) within their boundaries and exercise special powers within these areas. Urban renewal powers allow cities to address blight and deterioration and support economic development, business retention, and job creation. Mason City currently has four Urban Renewal Areas (URAs).

The **Mason City Unified URA** is the largest. Established in 2012, it combined four existing URAs originally created in 2001. It encompasses the city's oldest neighborhoods, development areas on the south and west sides, and land used for flood control on the east side.

The **Southside Gateway URA** was established in 2016 to provide urban renewal incentives for the South Industrial Park. In 2023, the Mason City Unified URA

was expanded to include all land within the Southside Gateway URA. Consequently, this area lies within both URAs.

The **Downtown Reinvestment URA** was established in 2015 to capture increases in property values within downtown. In 2019, it was expanded to include commercial areas south of downtown along IA Highway 122.

The **Forest Park URA** is the oldest, originally established in 1993. It remained largely inactive until 2023, when it was expanded to include the Downtown Reinvestment URA, portions of the Mason City Unified URA, and additional areas not previously included in a URA. It covers the city's oldest neighborhoods.

Peninsula URA:

The Peninsula Urban Renewal Area lies east of the High Line Trail right-of-way and extends east to the western boundary of East Park, north to the former Croell Redi-Mix site and the Winnebago River, and south to Willow Creek. The area forms a peninsula between eastward bends in the Winnebago River and Willow Creek.

As shown on the attached map, a portion of the Forest Park URA overlaps the newly established Peninsula URA. This overlap benefits the Peninsula area by allowing increases in property valuation within the shared area to contribute to the Forest Park URA's tax increment financing (TIF) revenues.

A tax increment financing (TIF) district is proposed with boundaries matching those of the Peninsula URA. The district's base valuation will be the total property valuation within the area as of January 1, 2025. As property values increase, the additional property tax revenue, known as the "increment," will be available to fund blight elimination and economic development within the URA.

Under the existing TIF framework, incremental property tax revenues otherwise payable to the City, County, and School District are captured for urban renewal purposes. However, property tax reform adopted by the State in the 2025 legislative session removes the school levy from TIF districts created after January 1, 2027. To maximize the benefits available to the Peninsula URA, staff recommends adopting the ordinance establishing the TIF District before the end of 2026.

The Peninsula Urban Renewal Plan establishes general objectives, projects, and activities. It identifies one specific project: infrastructure improvements to alleviate blight. These improvements may include water, sanitary sewer, and stormwater drainage systems; streets, curbs, and gutters; sidewalks; street lighting; traffic signals; and related infrastructure. The Plan states, "(T)he Infrastructure Project is intended to alleviate existing Blighted Conditions, prevent the spread of blight and promote redevelopment and economic development in the Urban Renewal Area."

Staff believes the new URA will provide significant benefits to the neighborhood by supporting the redevelopment of blighted properties, new development that takes advantage of views of the Winnebago River and Willow Creek, housing for a range of populations and income levels, and projects that complement the High Line Trail.

Budget Impact:
Property tax revenue to the City will be based on the URA's January 1, 2025, base valuation, while subsequent increases in property tax revenue will be available for urban renewal purposes. The maximum duration of a URA and its TIF district is 23 years from the date debt is first certified to the County. Although the City will not receive the full benefit of increased property tax revenue during this period, TIF resources will support significant improvements within the area. When the TIF expires, the entire increased property value will contribute to the property tax base.

Council Action Requested:
Staff recommends approval of the Ordinance establishing a TIF District for the Peninsula Urban Renewal Area (2nd or FINAL).

Attachments:
1. Peninsula URA Map
2. Peninsula Urban Renewal Plan
3. Proceedings by Dorsey & Whitney, PLC

Steven J. Van Steenhuyse
Director of Development Services

Reviewed and Recommend Approval



PROPOSED URBAN RENEWAL AREA PENINSULA URA

- Peninsula
- Forest Park
- Downtown Reinvestment
- Mason City Unified

CITY OF MASON CITY, IOWA

URBAN RENEWAL PLAN
2026 PENINSULA URBAN RENEWAL AREA

November 2026

I. INTRODUCTION

Chapter 403 of the Code of Iowa authorizes cities to establish areas within their boundaries known as "urban renewal areas," and to exercise special powers within these areas. Urban renewal powers were initially provided to cities in order that conditions of blight and of deterioration within cities might be brought under control. Gradually, urban renewal has been found to be a useful tool, as well, for economic development in previously undeveloped areas and for retention of enterprises and jobs in other areas.

In order to facilitate the use of urban renewal for economic development, in 1985, the Iowa General Assembly amended Chapter 403 to authorize City Councils to create "economic development" areas. An economic development urban renewal area may be any area of a city which has been designated by the City Council as an area which is appropriate for commercial, industrial and/or residential housing enterprises and in which the city seeks to encourage further development.

As an additional expression of the role for local governments in private economic development, the General Assembly also enacted Chapter 15A of the Code of Iowa, which declares that economic development is a "public purpose" and authorizes local governments to make grants, loans, guarantees, tax incentives and other financial assistance to private enterprise. The statute defines "economic development" as including public investment involving the creation of new jobs and income or the retention of existing jobs and income that would otherwise be lost.

An investigation has been conducted the results of which indicate that conditions of blight, as described in Section 403.17(5) of the Code of Iowa exist on certain property situated in the City of Mason City, Iowa (the "City"), such property being more particularly described on Exhibit A hereto (the "Property"), as a result of the deterioration of private properties, faulty land use and lot layout conditions, dilapidation and developing failure of public infrastructure and utility connections (the "Blighted Conditions"). The Blighted Conditions are further described on Exhibit B hereto. Furthermore, the City Council has determined that need exists to undertake projects for the promotion of economic development on the Property proposed for inclusion in the urban renewal area.

The process by which a blighted and economic development urban renewal area may be created begins with a finding by the City Council that such an area needs to be established within the city. An urban renewal plan is then prepared for the area, which must be consistent with the city's existing general plan for the development of the city. All other affected taxing entities must be notified and given an opportunity to comment on the plan. The City Council must hold a public hearing on the urban renewal plan, following which, the Council may approve the plan.

This document is intended to serve as the Urban Renewal Plan for the 2026 Peninsula Urban Renewal Area (the "Urban Renewal Area") for the City and will guide the City in alleviating the Blighted Conditions and promoting economic growth through the encouragement of residential, commercial and industrial development in such area as detailed herein. This document is an Urban Renewal Plan within the meaning of Chapter 403 of the Code of Iowa and sets out proposed projects and activities within the Urban Renewal Area.

II. DESCRIPTION OF URBAN RENEWAL AREA

A description of the Property that has been included within the Urban Renewal Area is attached hereto as Exhibit A.

III. URBAN RENEWAL OBJECTIVES

The primary objectives for the development of the Urban Renewal Area are:

1. To contribute to a diversified, well-balanced local economy by creating job opportunities and strengthening the property tax base.

2. To assist in providing land and resources for new and expanded residential development in a manner that is efficient from the standpoint of providing municipal services.

3. To stimulate through public action and commitment, private investment in residential, commercial and industrial development through the use of various federal, state and local incentives, including tax increment financing.

4. To provide municipal infrastructure, services and facilities that enhance possibilities for economic development and community attractiveness to private enterprise and alleviate the Blighted Conditions

5. To undertake projects, both public and private, targeted at the alleviation of the Blighted Conditions.

6. To help finance the cost of streets, water, sanitary sewer, storm sewer, or other public improvements in support of new residential, commercial and industrial development.

7. To provide a more marketable and attractive investment climate.

8. To increase the number of housing units in the City that are safe, attractive and comfortable.

9. To provide public facilities to enhance City services and enhance the economic attractiveness of the community.

10. To alleviate conditions of slum and blight in the Urban Renewal Area.

IV. URBAN RENEWAL PROJECTS AND ACTIVITIES

The following types of activities are examples of the specific actions which may be undertaken by the City within the Urban Renewal Area:

1. Preparation of plans related to the development and implementation of the Urban Renewal Area and specific urban renewal projects.

2. Construction of public improvements and facilities, including streets, public utilities or other facilities in connection with an urban renewal project.

3. Construction of buildings or specific site improvements such as grading and site preparation activities, access roads and parking, railroad spurs, fencing, utility connections, and related activities.

4. Acquisition, preparation and disposition of property for development and/or redevelopment.

5. Making available, as appropriate, financing for development projects, including conventional municipal borrowing and tax increment financing resulting from increased property values in the Urban Renewal Area.

6. Pursuant to state law, provision of direct financial assistance, including grants, loans and tax increment rebate agreements, to private persons engaged in economic development, in such form and subject to such conditions as may be determined by the City Council.

V. SPECIFIC URBAN RENEWAL PROJECTS

The City has determined to undertake the following initiatives in the Urban Renewal Area as economic development urban renewal projects:

Name of Project: Blight Alleviation Infrastructure Project

Date of Council Approval of Project: November 17, 2026

Description of Project and Project Site: The Blight Alleviation Infrastructure Project (the "Infrastructure Project") will consist of the construction, reconstruction, repair and improvement of public infrastructure on the Property (as defined in Section II above), including water, sanitary sewer and storm water drainage system, streets, curb and gutter, sidewalks, street lighting, traffic signals and related improvements. The Infrastructure Project is intended to alleviate existing Blighted Conditions, prevent the spread of blight and promote redevelopment and economic development in the Urban Renewal Area.

Description of Properties to be Acquired in Connection with Project: The City will acquire certain easement territory and rights-of-way as are necessary to successfully undertake the Infrastructure Project.

Description of Use of TIF for the Project: It is anticipated that the City will pay for the Infrastructure Project with borrowed funds and/or the proceeds of internal advances of City funds on hand. In any case, the City's obligations (the "Obligations") will be repaid with incremental property tax revenues derived from the Urban Renewal Area. It is anticipated that the City's use of incremental property tax revenues for the Infrastructure Project will not exceed $5,000,000, plus any interest expense incurred by the City on the Obligations.

VI. LAND USE PLAN AND PROPOSED DEVELOPMENT

The City has adopted a general plan for development of the City which guides the establishment of commercial, residential and industrial land uses throughout the incorporated area. Land use in the Urban Renewal Area will be carried out in a manner that will maintain consistency with the Comprehensive Land Use Plan.

VII. TAX INCREMENT FINANCING

In order to assist in the development or retention of private enterprises, the City may be requested to acquire land, construct public improvements or provide economic development loans, grants or other tax incentives for the benefit of private enterprises in order to enhance the value of property in the Urban Renewal Area. As part of the Urban Renewal Area, the City will adopt an ordinance to create a tax increment district (the "TIF District"), within which the property taxes eventually paid by new private development may be used to pay costs of urban renewal projects for these types of activities, including reimbursing the City or paying debt service on obligations issued by the City. The use of these tax revenues is known as tax increment financing ("TIF").

Depending upon the date upon which the TIF District is legally established and the date on which debt is initially certified within the TIF District, an original taxable valuation is established for the property within the TIF District, which is known as the "base valuation." The "base valuation" is the assessed value of the taxable property in the TIF District as of January 1 of the calendar year preceding the calendar year in which the City first certifies the amount of any debt payable from TIF revenues to be generated within that TIF District. When the value of the property inside the TIF District increases by virtue of new construction or any other reason, the difference between the base valuation and the new property value is the "tax increment" or "incremental value."

Procedurally, after tax increment debt has been incurred for the financing of improvements within the TIF District or for the payment of economic development incentives to private entities, property taxes levied by all local jurisdictions (city, county, school, area college) against the incremental value, with the exception of taxes levied to repay current or future debt incurred by local jurisdictions and the school district instructional support and physical plant and equipment levies, are allocated by state law to the City's tax increment fund rather than to each local jurisdiction. These new tax dollars are then used to pay principal and interest on any tax increment debt incurred or to pay the costs of projects in the Urban Renewal Area.

VIII. EFFECTIVE PERIOD

This Urban Renewal Plan will become effective upon its adoption by the City Council and will remain in effect until it is repealed by the City Council. The collection of incremental property taxes in the Urban Renewal Area will continue for the maximum number of years authorized by Chapter 403 of the Code of Iowa unless otherwise determined by action of the City Council.

IX. PLAN AMENDMENTS

This Urban Renewal Plan may be amended in accordance with the procedures set forth in Chapter 403 of the Code of Iowa to, for example, change the project boundaries, modify urban renewal objectives or activities, or to carry out any other purposes consistent with Chapter 403 of the Code of Iowa.

X. FINANCIAL INFORMATION

CITY DEBT INFORMATION

1. Current constitutional debt limit:	$140,142,287
2. Outstanding general obligation debt:	$ 59,965,000
3. Proposed amount of TIF debt to be incurred*:	$ 5,000,000

*Some or all of the debt incurred hereunder may be subject to annual appropriation by the City Council.

EXHIBIT A
LEGAL DESCRIPTION
2026 PENINSULA URBAN RENEWAL AREA

Beginning at the north right-of-way (ROW) line of 4th Street NE where it intersects the west line of the former Union Pacific Railroad (UPRR) ROW, now owned by the City of Mason City and developed as a trail (the UPRR/City Trail), located in the SW quarter of Section 3, Township 96. Range 20, west of the Fifth Principal Meridian, in Mason City, Iowa; thence south to the centerline of 4th Street NE; thence east along said centerline approximately 25 feet to a point that is the northwest corner of Parcel 071050100600, as described in the Quit Claim Deed recorded as Document 2019-934 in the Recorders office of Cerro Gordo County, Iowa; thence east along the north line of said Parcel 071050100600 to its northeast corner; thence southeasterly along the east line of said Parcel 071050100600 to its southeast corner, which point is on the north line of the 3rd Street NE ROW; thence west along said north line of the 3rd Street NE ROW to its intersection with the east line of the UPRR/City Trail ROW;; thence southeasterly along said east Line of the UPRR/City Trail ROW to its intersection of the west Line of the Auditor's Plat of Lot 13 in the Auditor's Plat of the NW ¼ of the NE ¼ in Section 10, Township 96 north, Range 20, west of the 5th Principal Meridian in Mason City Iowa; thence north along the west line of said Auditor's Plat of Lot 13 to the center of Willow Creek; thence easterly along the center of Willow Creek to the west line of Lot 4 in the Auditor's Plat of Lot 13 in the Auditor's Plat of the NW ¼ of the NE ¼ in Section 10, Township 96 north, Range 20, west of the 5th Principal Meridian in Mason City Iowa; thence south along said west line of Lot 4 to the southwest corner of said Lot 4; thence northeasterly along the south line of said Lot 4 to the center of Willow Creek; thence easterly and northerly along the center of Willow Creek to the east line of Lot B in the Hampshire Court Addition to Mason City; thence north along the east line of said Lot B to its northeast corner, which point is also the southeast corner of M. J. Curtis' Subdivision of Lot 1 in the NW ¼ of the NE ¼ in Section 10, Township 96 north, Range 20, west of the 5th Principal Meridian in Mason City, Iowa; thence north along the east line of said M. J. Curtis' Subdivision to its intersection with the south ROW line of 4th Street NE; thence north to the north ROW line of 4th Street NE; thence west along said north ROW line of 4th Street NE to the east ROW line of North Carolina Avenue; thence north along said east ROW line of North Carolina Avenue to the center of the Winnebago River; thence west to the southeast corner of Marston's 1st Addition to Mason City, Iowa; thence westerly and northerly along the west line of said Marston's 1st Addition, which line approximates the center of the Winnebago River, to its northwest corner, which point is on the east line of Parcel 70337800100; thence northerly along said east line of Parcel 070337800100, to its northeast corner; thence west long the north line of said Parcel 070337800100 to its northwest corner, which point is also the northeast corner of Parcel 070337700100; thence west along the north line of said Parcel 070337700100 to the southeast corner of the Beck Walker 1st Addition to Mason City, Iowa; thence west along the south line of said Beck Walker 1st Addition to its southwest corner, ; thence west to the east line of the UPRR/City Trail ROW, which point is the northeast corner of Parcel 070350100400 as described above; thence southwest and west along the north line of said Parcel 070350100400 to its northwest corner, which point is also along the west line of said UPRR/City Trail ROW; thence southerly and easterly along said west line of the UPRR/City Trail ROW to the Point of Beginning.

EXHIBIT B
DESCRIPTION OF BLIGHTED CONDITIONS

Development within the Peninsula Urban Renewal Area consists of single family homes, duplexes, houses converted to multi-family apartments, warehouse buildings, abandoned grain silos, and small industrial buildings. With few exceptions, housing predates 1960. Most homes are renter occupied. With notable exceptions, most housing needs major repairs and updating. Many lots are unkempt and this area is a locus of nuisance properties and nuisance activities.

The west boundary of the URA is a former railroad right-of-way, now converted to rail trail. Properties adjacent to the former railroad were used for small manufacturing or warehousing. There are several former non-residential lots that are now vacant. A group of abandoned grain silos near the rail ROW on both sides of 4th Street NE are in a deteriorated condition. Most non-residential buildings, which are all nonconforming within the current zoning districts, are used for storage. Those not used for storage contain low-scale manufacturing uses or have been converted for social services. These buildings are poorly cared for; all need exterior maintenance.

ORDINANCE NO. 26 -

AN ORDINANCE PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN THE 2026 PENINSULA URBAN RENEWAL AREA, PURSUANT TO SECTION 403.19 OF THE CODE OF IOWA

BE IT ENACTED by the members of the City Council of the City of Mason City, Iowa:

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property in the 2026 Peninsula Urban Renewal Area, each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City to finance projects in such area.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

"City" shall mean the City of Mason City, Iowa.

"County" shall mean Cerro Gordo County, Iowa.

"Urban Renewal Area" shall mean certain taxable real property situated in the 2026 Peninsula Urban Renewal Area, the boundaries of which are set out below, such property having been identified in the Urban Renewal Plan approved by the City Council by resolution adopted on November 17, 2026:

Beginning at the north right-of-way (ROW) line of 4th Street NE where it intersects the west line of the former Union Pacific Railroad (UPRR) ROW, now owned by the City of Mason City and developed as a trail (the UPRR/City Trail), located in the SW quarter of Section 3, Township 96. Range 20, west of the Fifth Principal Meridian, in Mason City, Iowa; thence south to the centerline of 4th Street NE; thence east along said centerline approximately 25 feet to a point that is the northwest corner of Parcel 071050100600, as described in the Quit Claim Deed recorded as Document 2019-934 in the Recorders office of Cerro Gordo County, Iowa; thence east along the north line of said Parcel 071050100600 to its northeast corner; thence southeasterly along the east line of said Parcel 071050100600 to point on the south line of the 3rd Street NE ROW; thence west along said south line of the 3rd Street NE ROW to its intersection with the east line of the UPRR/City Trail ROW;; thence southeasterly along said east Line of the UPRR/City Trail ROW to its intersection of the west Line of the Auditor's Plat of Lot 13 in the Auditor's Plat of the NW ¼ of the NE ¼ in Section 10, Township 96 north, Range 20, west of the 5th Principal Meridian in Mason City Iowa; thence north along the west line of said Auditor's Plat of Lot 13 to the center of Willow Creek; thence easterly along the center of Willow Creek to the west line of Lot 4 in the Auditor's Plat of Lot 13 in the Auditor's Plat of the NW ¼ of the NE ¼ in Section 10, Township 96 north, Range 20, west of the 5th Principal Meridian in Mason City Iowa; thence south along said west line of Lot 4 to the southwest corner of said Lot 4; thence northeasterly along the south line of said Lot 4 to the center of Willow Creek; thence easterly and northerly along the center of Willow Creek to the east line of Lot B in the Hampshire Court Addition to Mason City; thence north along the east line of said Lot B to its northeast corner, which point is

also the southeast corner of M. J. Curtis' Subdivision of Lot 1 in the NW ¼ of the NE ¼ in Section 10, Township 96 north, Range 20, west of the 5th Principal Meridian in Mason City, Iowa; thence north along the east line of said M. J. Curtis' Subdivision to its intersection with the south ROW line of 4th Street NE; thence north to the north ROW line of 4th Street NE; thence west along said north ROW line of 4th Street NE to the east ROW line of North Carolina Avenue; thence north along said east ROW line of North Carolina Avenue to the center of the Winnebago River; thence west to the southeast corner of Marston's 1st Addition to Mason City, Iowa; thence westerly and northerly along the west line of said Marston's 1st Addition, which line approximates the center of the Winnebago River, to its northwest corner, which point is on the east line of Parcel 70337800100; thence northerly along said east line of Parcel 070337800100, to its northeast corner; thence west long the north line of said Parcel 070337800100 to its northwest corner, which point is also the northeast corner of Parcel 070337700100; thence west along the north line of said Parcel 070337700100 to the southeast corner of the Beck Walker 1st Addition to Mason City, Iowa; thence west along the south line of said Beck Walker 1st Addition to its southwest corner, ; thence west to the east line of the UPRR/City Trail ROW, which point is the northeast corner of Parcel 070350100400 as described above; thence southwest and west along the north line of said Parcel 070350100400 to its northwest corner, which point is also along the west line of said UPRR/City Trail ROW; thence southerly and easterly along said west line of the UPRR/City Trail ROW to the Point of Beginning.

Section 3. Provisions for Division of Taxes Levied on Taxable Property in the Urban Renewal Area. After the effective date of this ordinance, the taxes levied on the taxable property in the Urban Renewal Area each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the Urban Renewal Area is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the Urban Renewal Area, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the Urban Renewal Area on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which amends the plan for the Urban Renewal Area to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area, except

that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, taxes for the instructional support levy program of a school district imposed pursuant to Section 257.19 of the Code of Iowa, and taxes for the payment of bonds and interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the Urban Renewal Area exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word "taxes" includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Mason City, Iowa, on December , 2026.

_____
John P. Lee, Mayor

ATTEST:

_____
Aaron Burnett, City Clerk

1st Consideration: November 17, 2026; 2nd Consideration: December 1, 2026; 3rd Consideration: