

CITY OF PANORA  
City Council Meeting

**REGULAR MEETING MINUTES FOR MONDAY, FEBRUARY 9<sup>TH</sup>, 2026 AT 5:30 P.M.**

**I.** Mayor Thornberry opened the council meeting at 5:30 p.m. and called Roll. Council members present were Roger Dorr, Brian Dorsett, Tom Flanery, Blake Michelsen, and Mark Sheeder. Staff attending were Ismael Galvan-Public Works Director, Doug Long-Electrical Superintendent, and Lisa Grossman-City Administrator. The meeting was accessible electronically thru GoToMeeting as allowed by Section 21.8 of the Iowa Code.

**II. Approval of Agenda** – Mayor Thornberry requested to move Item h. the FY27 Budget Workshop to after Item 6.b of the Financials. Dorr made a motion to approve the agenda with the move, seconded by Sheeder. Motion carried unanimously.

**III. Public Forum** – None

**IV. Consent Items** – Dorsett moved to approve the minutes of 01-26-26 Regular Meeting and a Class E Retail Alcohol License for Reinhart Bros Inc. of Panora Hometown Foods, seconded by Flanery. Motion carried unanimously.

**V. Council Business**

A. The City Council Personal Code of Conduct was signed by the council members.

B. Resolution 26-07 was discussed, finally adopting the Restated Plan for the Panora Urban Revitalization Area. Dorr made a motion to approve, seconded by Michelsen. With the roll being called, the resolution carried unanimously.

C. Council Member Dorsett introduced an ordinance entitled: “Ordinance No. 361 An Ordinance Amending Ordinances Designating an Area of Panora, Iowa as the Panora Urban Revitalization Area.”

It was moved by Council Member Dorsett and seconded by Council Member Dorr that the aforementioned ordinance be now adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Dorr, Dorsett, Flanery, Michelsen, Sheeder

Nays: None.

Whereupon the Mayor declared the motion duly carried and declared that said ordinance had been given its initial consideration.

It was moved by Council Member Flanery and seconded by Council Member Dorr that the statutory rule requiring said ordinance to be considered and voted on for passage at two City Council meetings prior to the meeting at which it is to be finally passed be suspended and that said ordinance be regarded as having been considered and voted on for passage at two prior Council meetings. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Dorr, Dorsett, Flanery, Michelsen, Sheeder

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Nays: None.

Whereupon the Mayor declared the motion duly carried.

It was moved by Council Member Flanery and seconded by Council Member Dorr that the ordinance entitled: "Ordinance No. 361 An Ordinance Amending Ordinances Designating an Area of Panora, Iowa as the Panora Urban Revitalization Area," be now put upon its final passage and adoption.

The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: Dorr, Dorsett, Flanery, Michelsen, Sheeder

Nays: None.

Whereupon the Mayor declared said ordinance duly adopted and signed approval to said ordinance as follows:

**ORDINANCE NO. 361**

An Ordinance Amending Ordinances Designating an Area of Panora, Iowa  
as the Panora Urban Revitalization Area

WHEREAS, the City Council of the City of Panora, Iowa, (the "City") previously adopted Ordinance No. 145, dated March 12, 1990, and Ordinance No. 218, dated April 28, 2003 (collectively, the "Panora Urban Revitalization Ordinances") designating an area of the City as the Panora Urban Revitalization Area (the "Urban Revitalization Area") pursuant to the provisions of Chapter 404 of the Code of Iowa (the "Act"); and

WHEREAS, pursuant to the provisions of the Act, the City has adopted an amended and restated plan (the "Restated Plan") for the Urban Revitalization Area;

WHEREAS, the City updated the description of the Panora Urban Revitalization Area in the Restated Plan to include the real property (the "Added Property") described in Section 1 below;

WHEREAS, pursuant to the provisions of the Act, the City has by resolution determined with respect to the Panora Urban Revitalization Area that:

*(a) The property situated in the Urban Revitalization Area, including 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 property situated in the Urban Revitalization Area, including 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.*

*(c) Economic development and promotion of housing, residential and commercial development in the Urban Revitalization Area is necessary in the*

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*interest of the public welfare of the residents of the City and the Panora Urban Revitalization Area substantially meets the criteria set forth in Section 404.1 of the Act.*

NOW, THEREFORE, Be It Ordained by the City Council of the City of Elkader, in Guthrie County, Iowa, that Ordinance No. 190 and Ordinance No. 218 be amended to read as follows:

Section 1. In accordance with the Act and in consideration of the recitations set out in the preamble hereof, the area formed by contiguous real estate parcels more particularly described as follows:

All real property situated within the incorporated municipal limits of the City of Panora, Guthrie County, State of Iowa as of February 1, 2026

is hereby designated as the Panora Urban Revitalization Area.

Section 2. All ordinances, including Ordinance No. 190 and Ordinance No. 218, or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. 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 4. This ordinance shall be in effect after its final passage, approval and publication, as provided by law.

**Passed and approved February 9, 2026.**

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Curtis Thornberry, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Grossman, City Clerk

CLERK'S CERTIFICATE

I hereby certify that the foregoing Ordinance No. 361 was published as required by law on the \_\_\_\_\_ day of \_\_\_\_\_ 2026.

SIGNED

\_\_\_\_\_  
Lisa Grossman, City Administrator

D. Public Works Director Galvan was present to discuss the challenges regarding access to a particular apartment complex where the meters are located inside the apartments. He discussed options to address the issue. He will confirm if the meters can be moved outside of the apartments or if the City needs to pursue other options like an outside meter pit with a report back to council.

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E. Resolution 26-08 was considered, approving a set time and date for a public hearing to hear comments regarding a proposed FY26 Budget Amendment for General Fund Transfers previously approved. Dorr made a motion to approve, seconded by Sheeder. With the roll being called, the resolution carried unanimously. The public hearing will be February 23<sup>rd</sup>, 2026, at 5:30 p.m. at Panora City Hall.

F. A discussion was held regarding Resolution 26-09, approving a revision to the Employee Handbook relating to pay increase for electric utility certifications. Michelsen made a motion to approve, seconded by Flanery. With the roll being called, the resolution carried unanimously.

G. Resolution 26-10 was also discussed, appointing Shane Gliem to the Planning and Zoning Commission. Sheeder made a motion to approve, seconded by Michelsen. With the roll being called, the motion carried unanimously.

H. The FY27 Budget Workshop was held after consideration of the Financials.

**VI. Financials.**

A. Dorsett moved to approve the bills payable, seconded by Sheeder. With the roll being called, the motion carried unanimously.

B. Dorsett moved to approve the monthly financials, seconded by Dorr. With the roll being called, the motion carried unanimously.

**VII. Information Items.** Administrator Grossman provided a verbal report to the Council.

Mayor Thornberry asked for a motion to adjourn. Michelsen made a motion to adjourn at 6:33 p.m., seconded by Flanery. With the roll being called, the motion carried unanimously.

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Curtis Thornberry, Mayor

ATTEST:

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Lisa Grossman, City Administrator