

# AMENDED

## (Item #9a and #9b)

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

January 7, 2025  
7:00 P.M.

**City Council Meeting Comments:** City Council Meeting Comments: To view the Agenda for all meetings, visit [www.masoncity.net](http://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.*

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/84720492146?pwd=rABpgQaonEBaKAeNcAAbodOX0euYdY.1>

Passcode:140696; Phone one-tap: +16469313860,,84720492146# US; +19292056099,,84720492146# US (New York); Join via audio: +1 646 931 3860 US; +1 929 205 6099 US (New York); +1 301 715 8592 US (Washington DC); +1 305 224 1968 US; +1 309 205 3325 US; +1 312 626 6799 US (Chicago); +1 669 444 9171 US

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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 –

1. **MAYOR’S STATE OF THE CITY REPORT -**  
(There be a 10-minute recess following the address)

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

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

2. **MINUTES** – Regular Minutes of December 17, 2024
3. **CLAIMS** dated December 18, 26 and 27, 2024 and January 2, 2025
4. **PERMITS**

5. NOVEMBER FINANCIALS
6. Administrator recommending approval  
**Reso.** permit the temporary closure of public ways for block parties and other temporary events in 2025
7. Administrator recommending approval  
**Reso.** adopting the City Council final Policy Agenda Work Plan for calendar years 2025 and 2026
8. Administrator recommending approval  
**Reso.** approving change orders #25 through #34 with Henkel Construction Company for the construction of the “Mason City Fire Department – Dormitory Addition and Remodel” Project
9. Administrator recommending approval  
**Reso.** accepting work and ordering payment for construction of the “12<sup>th</sup> Street NE Bridge Replacement and 12<sup>th</sup> Street NW and 19<sup>th</sup> Street SW Bridge Rehabilitation Projects”

### **ADDEDUM:**

- 9a. Appoint/hire Ethan Blanchard as Police Officer at \$32.07/hour
- 9b. Appoint/hire Kiera Quinn Jordan as Accounting & Reporting Analyst at Pay Grade I, Step 1 at \$27.17/hour

### **PUBLIC HEARING -**

10. Administrator recommending approval  
**Ord.** amending Title 12 of the City Code, it being the Zoning Ordinance of said city, and changing the boundaries of certain districts therein zoned Z6-R Restricted Industry to Z4 Multi-Use District for property generally located at 1300 12<sup>th</sup> Street NW (1<sup>st</sup>, 2<sup>nd</sup> or FINAL)
11. Administrator recommending approval  
**Ord.** amending the City Code by repealing Title 1, Chapter 5: Corporate Limits and adopting a new Chapter 5 in lieu thereof
12. Administrator recommending approval  
**Ord.** granting to SOO Green HVDC Link PROJECTCO, LLC, its successors and assigns, the right and franchise pursuant to Iowa Code Section 364.2(4) to construct, reconstruct, relocate, repair, replace, maintain and operate in the city of Mason City, Cerro Gordo County, Iowa, a transmission system for the transmission of electric energy and communication facilities and the right to construct, reconstruct, relocate, repair, replace, maintain, operate, the necessary conduits and other appliances or equipment for the transmission of electric current and communication facilities under certain

streets, avenues, alleys and public places and in a certain railroad right of way in the city of Mason City, Cerro Gordo County, Iowa within the city as the boundaries are now and may hereafter exist, for the period of twenty-five (25) years ("franchise" or "ordinance") (1<sup>st</sup>, 2<sup>nd</sup> or FINAL)

## Adjournment

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**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.*

**City of Mason City  
Mason City Police Department**

# Memorandum

To: Aaron Burnett, City Administrator  
From: Jeff Brinkley, Police Chief  
Date: December 31, 2024  
RE: Recommendation to Hire Police Officer

**Recommendation:**

Approve Ethan Blanchard for hire as Police Officer at starting wage of \$32.07/hour.

**Review:**

The Mason City Police Department currently has Police Officer vacancies. Ethan Blanchard has completed all testing and has accepted a conditional offer of employment. Blanchard will start employment with the Mason City Police Department on or about January 8, 2025.

**Budget Impact:**

Salary and benefits for this position is provided for in the Teamsters Collective Bargaining Agreement and is included in the annual operations budget.

**Council Action Requested:**

Approve Ethan Blanchard for hire as Police Officer at starting wage of \$32.07/hour.

**Jeff Brinkley**

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Jeff Brinkley, Police Chief



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Reviewed and Recommend Approval

City of Mason City  
Finance Department

# Memorandum

To: Aaron Burnett, City Administrator  
From: Brent Hinson, Finance Director  
Date: January 6, 2025  
RE: Hire of Kiera Quinn Jordan for Accounting & Reporting Analyst Position

**Recommendation:**

Approve the hire of Kiera Quinn Jordan to the position of Accounting & Reporting Analyst in the Finance Department at the January 7, 2025 City Council meeting.

**Review:**

The Finance Department recently had its Accounting & Reporting Analyst leave City employment. This is a critical position with primary responsibility for management of the annual audit and the biweekly payroll process, among other important duties. An internal posting was made, and we had one candidate apply and pass the Civil Service examination, Kiera Quinn Jordan. A panel including HR Analyst Tiffany Hammond, Deputy Clerk Diana Black, and Assistant Finance Director Krystal Garl interviewed Kiera. She is currently the Intermediate Accounting Clerk in the department, and previously worked as a Cashier. She meets all the necessary qualifications for the position and we feel she will be an excellent fit.

**Budget Impact:**

The position is currently budgeted. It is recommended that the selected candidate be hired at Pay Grade I, Step 1 (\$27.17/hr).

**Council Action Requested:**

Approve hire of Kiera Quinn Jordan for the position of Accounting & Reporting Analyst at Pay Grade I, Step 1 at \$27.17/hour.

**Attachments:**

None



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Brent Hinson, Finance Director



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Reviewed and Recommend Approval