

**CITY OF ALTOONA COUNCIL MEETING**  
**MONDAY, AUGUST 21, 2023, 6:30 P.M.**  
**at Altoona City Hall Council Chambers**

**1. Call to Order**

Roll Call at 6:30 pm

Mayor O'Connor- present

Dunwoody- absent

Boka - present

Sloan - present

Duer - present

Willey - present

**City Officials Present:** Randy Pierce, Greg Stallman, Jared Ogbourne, Chad Quick, Dan Scott, Scott Atzen, John Dostart, John Shaw, Kim Kietzman, Lyndsay Nielsen, Jeff Bierl and City Attorney Bob Laden

**Audience Present:** Ken Barloon, Chad Ratashak, and Kari Swain

**2. Perfecting and approval of the agenda**

Mayor O'Connor requested to approve the agenda as presented.

**Roll Call Vote:**

2 Boka 1 Duer A Dunwoody Y Sloan Y Willey (4-0)

**3. Approval of August 7, 2023, Council Minutes**

Mayor O'Connor requested to approve the minutes as presented.

**Roll Call Vote:**

1 Boka Y Duer A Dunwoody Y Sloan 2 Willey (4-0)

**4. Citizens request to address council on items not on the agenda.**

None

**5. Public hearing to consider a request from Graham Group, Inc, RDB Trust, and Robert A. Brown to amend the Altoona Comprehensive Plan Land Use Map to change the land use of the 73.3 acres from Medium-Density Residential to Light Industrial/Office Park.**

Paul Clausen, 2400 86<sup>th</sup> Street, Urbandale, IA - Speaking on behalf of the Graham Group which is requesting to amend the Comprehensive Plan Land Use Map to change approximately 73.3 acres of land from Medium-Density Residential to Light Industrial/Office Park. Property is located adjacent to and west of 34<sup>th</sup> Avenue NW. Staff and P&Z Board recommend approval.

**Open hearing:** 6:32 pm

**Comments:** None

**Closed hearing:** 6:33 pm

**6. Resolution to approve a comprehensive plan land use map amendment for Graham Group Inc., RDB Trust, and Robert A. Brown (Medium-Density Residential to Light Industrial/Office Park for 73.3 acres).**

**Roll Call Vote:**

2 Boka 1 Duer A Dunwoody Y Sloan Y Willey (4-0)

**7. Public hearing to consider a request from Graham Group, Inc, RDB Trust, and Robert A. Brown to rezone approximately 73.3 acres from A-1 (Agricultural District) to M-1 (Limited Industrial).**

Paul Clausen, 2400 86<sup>th</sup> Street, Urbandale, IA - Request to waive second and third readings.

**Open hearing:** 6:34 pm

**Comments:** None

**Closed hearing:** 6:34 pm

**8. Ordinance amending the "Code of Ordinances" of the City of Altoona, Iowa 2004, Chapter 165, to change the official zoning map to rezone certain properties.**

**Roll Call Vote (1<sup>st</sup> Reading):**

1 Boka 2 Duer A Dunwoody Y Sloan Y Willey (4-0)

**Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):**

1 Boka 2 Duer A Duwoody Y Sloan Y Willey (4-0)

**Roll Call Vote (To publish):**

1 Boka 2 Duer A Dunwoody Y Sloan Y Willey (4-0)

9. Public hearing to consider a rezoning request from David Stubbs to rezone 20 acres from A-1 (Agricultural) to R-5 (Planned Unit Development).

Mayor O'Connor stated it has been requested we have a motion to continue this public hearing.  
Council Member Duer motioned to continue the hearing.

Roll Call Vote:

2 Boka 1 Duer A Dunwoody Y Sloan Y Willey (4-0)

10. Public hearing to consider a Meadow Brook Ridge Development Plan approval request from David Stubbs to develop 20 acres of land with low and medium-density residential development.

Mayor O'Connor stated it has been requested we have a motion to continue this public hearing.  
Council Member Boka motioned to continue the hearing.

Roll Call Vote:

1 Boka 2 Duer A Dunwoody Y Sloan Y Willey (4-0)

11. Resolution to approve the participation in the community development block grant program relating to the City of Altoona participation in the community development block grant program of Polk County.

Economic Development Chad Quick stated this agreement is for Altoona to participate in the Polk County CDBG program. The County will be receiving \$1,003,000 each year for the next three years. They will have an application process to determine what projects within the applicant cities will receive funding. There is no cost for Altoona to participate in this program, and no requirement that we even submit projects for consideration. The city can opt out of the program renewals by providing written notice (at any time according to the County). City Attorney Laden has reviewed the agreement.

Roll Call Vote:

2 Boka 1 Duer A Dunwoody Y Sloan Y Willey (4-0)

12. Consider Consent Agenda

a. Allow Bills

b. Pay Apps

B) 1 - Pay Application - TD&I Cable Maintenance - Phase 1 Fiber Project - \$412,782.88

B) 2 - Pay App - O&J Coatings, Inc. - Ground Storage Reservoir and Chlorine Contact Tank Painting - \$7,500.00.

B) 3 - Pay App - Sandstone Management LTD - Altoona Public Works Entrance Road, Phase 0 - \$77,544.09.

B) 4 - Pay App - Alliance Construction Group - 8<sup>th</sup> Street SE Widening, 7<sup>th</sup> Street SE to Falcon Dr. SE - \$98,571.88

B) 5 - Pay App - Jackson Creek Enterprises, Inc. - 2022 Water Main Replacements Project - \$189,972.55

c. Set a Public Hearing for Tuesday, September 5, 2023 at 6:30 pm at Altoona City Hall to consider amending Chapter 15.04 of the Altoona City Code.

d. Set a Public Hearing for Tuesday, September 5, 2023 at 6:30 pm at Altoona City Hall to consider amending Chapter 16.04 of the Altoona City Code.

e. Set a Public Hearing for Tuesday, September 5, 2023 at 6:30 pm at Altoona City Hall to consider amending Chapter 17.06 of the Altoona City Code.

f. Resolution fixing date for Public Hearing prior to project approval to consider a Public Improvement Project which may require acquisition of property.

g. Resolution to approve the June 30, 2023 Road Use Report

h. Consider approving Standard Agreement with Allender Butzke Engineers, Inc. (Public Works Facility)

i. Consider MidAmerican Proposal for 9<sup>th</sup> Street NE Phase 1 streetlighting.

j. Consider Iowa DOT Funding Agreement for 8<sup>th</sup> St. Phase 2 project.

k. Consider an Authorization to Proceed with Terracon Consultants for 8<sup>th</sup> ST Widening Project

l. Consider a Memorandum of Agreement through which The City of Altoona is purchasing a Special Census from the U.S. Census Bureau

**m. Beer and Liquor Permits**

- 1) Fareway Stores #925 - Class E Retail Alcohol License & Sunday Sales
- 2) SkGroup (Superstop) - Class E Retail Alcohol License & Sunday Sales
- 3) Gilbertos LLC - Class C Retail Alcohol License & Sunday Sales

Roll Call Vote:

1 Boka 2 Duer A Dunwoody Y Sloan Y Willey (4-0)

**13. Department Head Reports & Updates**

The following gave updates: Police Department-Greg Stallman, Fire Department-Jared Ogbourne, Public Utilities-Dan Scott, Public Works-Scott Atzen, Engineering-John Dostart, Community Development-John Shaw, Economic Development-Chad Quick, Library-Kim Kietzman, Human Resources-Lyndsay Nielsen, IT-Jeff Bierl, and City Administrator-Randy Pierce

**14. General Business**

**15. Closed Session - Iowa Code 21.5.1(c) (Pending Litigation)**

Motion by Boka (1<sup>st</sup>) to go into closed session, 2<sup>nd</sup> - Duer, A-Dunwoody, Y- Sloan, Y-Willey (4-0).

Motion to go back into regular session Duer-1<sup>st</sup>, 2<sup>nd</sup> - Boka, A-Dunwoody, Y-Sloan, Y- Willey (4-0).

Mayor O'Connor announced no final decisions were made and no vote was taken in the closed session.

**16. Adjourn**

Councilmember Duer motioned to adjourn at 7:00 pm.

Roll Call Vote:

2 Boka 1 Duer A Dunwoody Y Sloan Y Willey (4-0)

Attest to: \_\_\_\_\_  
Randy Pierce, City Clerk

\_\_\_\_\_  
Dean O'Connor, Mayor