

CITY OF ALTOONA COUNCIL MEETING  
MONDAY, OCTOBER 19, 2020, 6:30 P.M.  
AT THE ALTOONA CITY HALL  
Via GoToMeeting  
Due to COVID-19 epidemic

1. CALL TO ORDER

Roll Call at 6:30 pm

Mayor O'Connor- present  
Boka - present

Burns-Thompson - present  
Duer - present

Mertz- present  
Willey - present

City Officials Present: Jeff Mark, Randy Pierce, Jared Ogbourne, Greg Stallman, John Shaw, John Dostart, Scott Atzen, Jim Utter, Jeff Bierl, Amy Hill and City Attorney Bob Laden

Audience Present: none

2. Perfecting and approval of the agenda

Mayor Dean O'Connor requested approval of the agenda with item #20B2 amount reflecting \$526,514.43.

Roll Call Vote:

2 Boka Y Burns-Thompson Y Duer Y Mertz 1 Willey (5-0)

3. Approval of October 5, 2020 Council Minutes

Roll Call Vote:

Y Boka Y Burns-Thompson 1 Duer Y Mertz 2 Willey (5-0)

4. Citizens request to address council

None

5. Public hearing to consider a rezoning request from Meadowland II LLC to rezone 34.74 acres from A-1 (Agricultural) to M-1 (Limited Industrial)

Community Director John Shaw explained this public hearing, and the public hearings for agenda items 7,9, and 11, are a result of the property owner's requesting to rezone their combined 64.781 acres from A-1 (Agricultural) to M-1 (Limited Industrial). There are four properties with three different owners. The owner's plan is to sell and develop the properties.

Meadowland II, LLC requesting to rezone the largest tract at 34.74 acres in size. It is located on the north side of 9<sup>th</sup> Street NE. It is adjacent to the rail spur. The owner is seeking rezoning from A-1 to M-1.

Open hearing at 6:33pm

Comments: None

Closed hearing at 6:33pm

6. Ordinance #10-19-2020 #01 (554) TO REZONE 34.74 ACRES FROM A-1 (AGRICULTURAL) TO M-1 (LIMITED INDUSTRIAL) FOR MEADOWLAND II LLC (1<sup>st</sup> reading)

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

1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)

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

1 Boka Y Burns-Thompson Y Duer Y Mertz 2 Willey (5-0)

Roll Call Vote (To Publish):

Y Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (5-0)

7. **Public hearing to consider a rezoning request from Franzen-Altoona-I80 Partnership to rezone 1.317 acres from A-1 (Agricultural) to M-1 (Limited Industrial)**  
Director Shaw stated this is a public hearing to consider rezoning 1.317 acres, owned by Franzen-I80 Partnership from A-1 to M-1. The property is located north of 9<sup>th</sup> Street NE. It is virtually un-useable unless developed with the adjacent parcel.  
**Open hearing at 6:34pm**  
 Comments: None  
**Closed hearing at 6:34pm**
  
8. **Ordinance #10-19-2020 #02 (555) TO REZONE 1.317 ACRES FROM A-1 (AGRICULTURAL) TO M-1 (LIMITED INDUSTRIAL) FOR FRANZEN-ALTOONA-I80 PARTNERSHIP (1<sup>st</sup> reading)**  
**Roll Call Vote (1<sup>st</sup> Reading):**  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)  
**Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):**  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)  
**Roll Call Vote (To Publish):**  
Y Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (5-0)
  
9. **Public hearing to consider a rezoning request from SR Holdings II LLC to rezone 10.004 acres from A-1 (Agricultural) to M-1 (Limited Industrial)**  
Director Shaw explained this is the public hearing to rezone 10.04 acres from A-1 to M-1. The property is owned by SR Holdings II LLC and has frontage along the north side of 9<sup>th</sup> Street NE.  
**Open hearing at 6:35pm**  
 Comments: None  
**Closed hearing at 6:35pm**
  
10. **Ordinance #10-19-2020 #03 (556) TO REZONE 10.004 ACRES FROM A-1 (AGRICULTURAL) TO M-1 (LIMITED INDUSTRIAL) FOR SR HOLDINGS II LLC (1<sup>st</sup> reading)**  
**Roll Call Vote (1<sup>st</sup> Reading):**  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)  
**Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):**  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)  
**Roll Call Vote (To Publish):**  
Y Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (5-0)
  
11. **Public hearing to consider a rezoning request from SR Holdings II LLC to rezone 18.720 acres from A-1 (Agricultural) to M-1 (Limited Industrial)**  
Director Shaw stated this is the public hearing to consider the request of SR Holdings II LLC to rezone 18.720 acres from A-1 to M-1. This tract is adjacent to the rail spur north of 9<sup>th</sup> Street NE, and has access to 9<sup>th</sup> Street NE.  
**Open hearing at 6:36pm**  
 Comments: None  
**Closed hearing at 6:36pm**
  
12. **Ordinance #10-19-2020 #04 (557) TO REZONE 18.720 ACRES FROM A-1 (AGRICULTURAL) TO M-1 (LIMITED INDUSTRIAL) FOR SR HOLDINGS II LLC (1<sup>st</sup> reading)**  
**Roll Call Vote (1<sup>st</sup> Reading):**  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)  
**Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):**  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)  
**Roll Call Vote (To Publish):**  
2 Boka Y Burns-Thompson 1 Duer Y Mertz Y Willey (5-0)

13. **Resolution #10-19-2020 #01 TO CONSIDER A PRELIMINARY PLAT FOR ALTOONA INDUSTRIAL CENTER PLAT 1**  
Director Shaw explained the property owner's, Meadowlands II LLC and Skivey LLC, are seeking preliminary plat approval for Altoona Industrial Center Plat 1. The property is located north of 9<sup>th</sup> Street NE and is 45.48 acres in size. The plat includes six buildable lots and an Outlot on the north that will be developed later. The western ¾ of the plat was part of the rezoning above. The eastern ¼, (373 feet) of the plat is already zoned M-1. The landowners have an interested party that is looking to build on Lot 3.  
**Roll Call Vote:**  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)
14. **Resolution #10-19-2020 #02 TO CONSIDER A FINAL PLAT FOR ALTOONA INDUSTRIAL CENTER PLAT 1**  
Director Shaw stated the property owner's, Meadowlands II LLC. and Skivey LLC, are seeking final plat approval for Altoona Industrial Center Plat 1. The property is located north of 9<sup>th</sup> Street NE. Council Member Jeremy Boka motioned approval subject to an amended plat reflecting the changes to plat being received and reviewed by staff and all other legal documents.  
**Roll Call Vote:**  
1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)
15. **Public hearing to consider an ordinance amendment to Chapter 167.02(7)(C) changing the street name from 24<sup>th</sup> Street SE and SW to Edwin W. Skinner Parkway SE and SW**  
Director Shaw explained this is a public hearing to consider an ordinance amendment to Chapter 167.02(7)(C) Fences, Walls, and Hedges. This is a house keeping issue in that this ordinance calls out the street name as 24<sup>th</sup> Street SE. Council may recall that the street's name was changed to Edwin W. Skinner Parkway SE and SW. This amendment will clear up the issue.  
**Open hearing at 6:40pm**  
**Comments: None**  
**Closed hearing at 6:40pm**
16. **Ordinance #10-19-2020 #05 (558) TO AMEND CHAPTER 167.02(7)(C) CHANGING THE STREET NAME FROM 24<sup>TH</sup> STREET SE AND SW TO EDWIN W. SKINNER PARKWAY SE AND SW (1<sup>st</sup> reading)**  
**Roll Call Vote (1<sup>st</sup> Reading):**  
Y Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (5-0)  
**Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):**  
2 Boka Y Burns-Thompson 1 Duer Y Mertz     Willey (5-0)  
**Roll Call Vote (To Publish):**  
2 Boka Y Burns-Thompson Y Duer Y Mertz 1 Willey (5-0)
17. **Ordinance #10-19-2020 #06 (559) REPEALING ORDINANCE NO. 12-99 #1(40), RELATED TO PROPERTY IN THE ALTOONA URBAN RENEWAL AREA (1<sup>st</sup> Reading) (Randy)**  
City Clerk Randy Pierce stated this ordinance repeals an urban renewal area that sunsets on December 31, 2020. The area is mostly around Ziegler and some land on the west side of Hubbell.  
**Roll Call Vote (1<sup>st</sup> Reading):**  
2 Boka Y Burns-Thompson 1 Duer Y Mertz Y Willey (5-0)  
**Roll Call Vote (To waive 2<sup>nd</sup> & 3<sup>rd</sup> Reading):**  
2 Boka Y Burns-Thompson Y Duer Y Mertz 1 Willey (5-0)  
**Roll Call Vote (To Publish):**  
Y Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (5-0)
18. **Ordinance #10-19-2020 #07 (560) REPEALING ORDINANCE NO. 1-00#1(43), RELATED TO PROPERTY IN THE ALTOONA URBAN RENEWAL AREA**  
City Clerk Pierce explained this ordinance repeals an urban renewal area that sunsets on January 31, 2021. This area includes Lions Park, land south of the fire station, including the aquatic park and a few smaller parcels around the city.

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

2 Boka Y Burns-Thompson 1 Duer Y Mertz Y Willey (5-0)

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

2 Boka Y Burns-Thompson 1 Duer Y Mertz Y Willey (5-0)

Roll Call Vote (To Publish):

2 Boka Y Burns-Thompson Y Duer Y Mertz 1 Willey (5-0)

19. Ordinance #10-19-2020 #08 (561) AMENDING ORDINANCE NO. 08-06-2018 #01 (500), ADOPTED AUGUST 6, 2018, PURSUANT TO SECTION 403.19 OF THE CODE OF IOWA (1<sup>st</sup> Reading)(This amends the legal description at Altoona Lions Gate Development to add a new piece of land). City Clerk Pierce stated this ordinance amendment corrects the legal description to add a piece of land that was not included in the original urban renewal area.

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

1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)

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

1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)

Roll Call Vote (To Publish):

1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)

20. Consider Consent Agenda

a) Allow Bills

b) Capitol Projects

B1) Pay App - Iowa Civil Contracting, Inc. - 1<sup>st</sup> Avenue Reconstruction - \$7,656.78

B2) Pay App - Elder Corp. - 8<sup>th</sup> St. SW Reconstruction Project - \$526,514.43

c) Resolution #10-19-2020 #03 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1<sup>ST</sup> AVENUE RECONSTRUCTION PROJECT (Kirk & Cindy Schnoebelen - \$400.00)

d) Resolution #10-19-2020 #04 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1<sup>ST</sup> AVENUE RECONSTRUCTION PROJECT (Katherine Faber-McDonald Trust - \$2,145.00)

e) Resolution #10-19-2020 #05 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT FOR CONSTRUCTION OF THE 1<sup>ST</sup> AVENUE RECONSTRUCTION PROJECT (Katherine Faber-McDonald Trust - \$550.00)

f) Resolution #10-19-2020 #06 APPROVING WRITING OFF OF RESCUE FEES FOR BAD DEBT ACCOUNTS - COLLECTION FEES FROM 7-1-2020 THRU' 9-30-2020

g) Consider approval of Annual Urban Renewal Report, Fiscal Year 2019-2020

h) Consider approval of City of Altoona/Greater Altoona Community Service Campus Agreement

i) Consider approval of Supplemental Agreement No. 2 with Kirkham Michael on the 1<sup>st</sup> Avenue Widening

j) Consider approving mowing contract addendum with General Turf Mowing and Trimming Services Contract between the City of Altoona, Iowa and Elite Property Service

k) Resolution #10-19-2020 #07 SETTING DATE FOR PUBLIC HEARING ON MONDAY, NOVEMBER 2, 2020, AT 6:30PM, ON 2020D AMENDMENT TO URBAN RENEWAL PLAN FOR ALTOONA URBAN RENEWAL AREA

l) Beer & Liquor Permits

L1) Hawk Heaven Tavern - Class C Liquor License (LC)(Commercial), Sunday and Outdoor Sales

L2) Kwik Star #932 - Class C Beer Permit (BC), Class B Wine Permit (Carryout Wine - Includes Native Wine), Sunday Sales

Roll Call Vote:

2 Boka Y Burns-Thompson Y Duer Y Mertz 1 Willey (5-0)

**21. Department Head Reports & Updates**

The following gave updates: Police Department - Greg Stallman, Fire Department - Jared Ogbourne, Public Utilities - Jim Utter, Public Works - Scott Atzen, Engineering - John Dostart, Community Development - John Shaw, IT - Jeff Bierl, Finance - Randy Pierce, Administration - Jeff Mark

**22. General Business & Updates**

\*Council Member Boka shared the Graham Group has leased most of their current building.

\*Mayor O'Connor thanked staff and the artist for open house celebrating the new mural on the north side of City Hall/Police Station.

**23. Adjourn at 6:56pm**

Roll Call Vote:

1 Boka Y Burns-Thompson 2 Duer Y Mertz Y Willey (5-0)

Attest to:

\_\_\_\_\_  
Amy S. Hill, Secretary

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