

CITY OF ALTOONA COUNCIL MEETING
MONDAY, MAY 3, 2021, 6:30 P.M.
AT THE ALTOONA CITY HALL
Via Zoom
Due to COVID-19 epidemic

1. CALL TO ORDER

Roll Call at 6:30 pm

Mayor O'Connor- present

Boka - absent

Burns-Thompson - present

Duer - present

Mertz- present

Willey - present

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

Audience Present: none

2. Perfecting and approval of the agenda

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

Roll Call Vote:

A Boka 2 Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)

3. MidAmerican Energy Co. to present the Council with the 2021 Trees Please Grant

Katie Lord of MidAmerican Energy will present the City with grant for the Trees Please program.

4. Approval of April 19 and 26, 2021 Council Minutes

Roll Call Vote:

A Boka 2 Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)

5. Citizens request to address council

None

6. Public hearing to consider approval of a 28E agreement with Polk County regarding 8th St. SE Sanitary Sewer Development and Usage (Terrace Hills Golf Course) (continued) (Jim)

A copy of the 28E is in your packet. The agreement between the City of Altoona and Polk County is necessary because the Terrace Hills Golf Course (THGC) is not in our incorporated city limits. Under the rules of the WRA, only properties that are incorporated into a member city are permitted to utilize the WRA main trunk line. We are hooking the sanitary sewer line that will serve THGC into the Mud Creek Trunk line, which is a WRA line. The agreement lays out the term under which the City of Altoona will be allowed to utilize the Mud Creek connection. Most notably, the City agrees to annex the THGC within 3-years of signing this agreement, and the City agrees to not allow other property owners that are not annexed to hook on to this sanitary sewer line. Jim Utter will be able to address any questions the Council may have regarding this agreement.

Open hearing at: 6:35 pm

Comments: None

Closed hearing at: 6:35 pm

7. Consider approval of the 28E agreement with Polk County regarding 8th St. SE Sanitary Sewer Development and Usages

Roll Call Vote:

A Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (4-0)

8. Public hearing to consider approval of Meadowlands, LLC. development agreement (Grubb)

Under the terms of the agreement the City will be reimbursing Meadowlands, LLC, for the cost of the City approved costs for upsizing certain public infrastructure improvements. This will include improvements related to public streets, water mains, and sanitary sewer infrastructure. The development of Edgewood Trail has many moving parts and as a result the costs are estimates. The

payments to the developer are to be paid on an installment basis upon the completion of the individual infrastructure improvements and the review of city staff. The City's estimated obligation for reimbursement to the developer is \$575,284. A breakdown of the estimated cost for each portion of the infrastructure improvements are in your packet.

Open hearing at: 6:37 pm

Comments: None

Closed hearing at: 6:37 pm

9. Consider approval of Meadowlands, LLC. development agreement

Roll Call Vote:

A Boka Y Burns-Thompson 1 Duer Y Mertz 2 Willey (4-0)

10. Public hearing to consider approval of Fiscal Year 2021 Budget Amendment

We need to amend for higher than planned expenses in the following areas: Building maintenance, vehicle repairs and maintenance, consulting and professional fees, overtime, new debt service, economic development costs and golf course improvements.

Open hearing at: 6:39 pm

Comments: None

Closed hearing at: 6:39 pm

11. Resolution #05-03-2021 #01 ADOPTING THE CITY OF ALTOONA'S AMENDED BUDGET FOR THE YEAR ENDING JUNE 30, 2021 (TAX RATE 10.75369)

Roll Call Vote:

A Boka 2 Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)

12. Public hearing for plans, specifications and form of contract for 8th St. Water and Sewer Extension to Terrace Hills Golf Course

The City received three bids for the 8th Street water and sewer extension to Terrace Hills Golf Course (THGC). Bidders were required to provide two alternates with their submissions. Alternate bid A, required the construction of the water line to go straight through the property located at 8267 NE 46th Avenue (8th Street SE). Alternate bid B, required the construction of the water line to across 8th Street SE at the above referenced property. This alternate was created to potentially save time if condemnation were delayed. The low bid was submitted by S.M. Hentges & Sons of Jordan, Minn. This contractor performs a lot the WRA project work. Their bid with Alternate A was in the amount of \$1,597,659.65 and with Alternate B it was \$1,711,640.60. The project was budgeted at \$1,525,000 for a difference of \$72,659.65 on Alternate A and \$186,640.60 for Alternate B. Approximately \$108,000 could be saved by not extending the sewer main to 88th Street. John Dostart can address this option on Monday night. Staff would recommend that the Council consider awarding the bid to S.M. Hentges & Sons with Alternate A in the amount of \$1,597,659.65. As the Engineer points out in her letter, crossing 8th Street will result in a loss of friction, and this water main is intended to serve our future growth to the east. Also, Alternate B requires 8 (45 degree) elbows, which leads to the friction loss and adds potential future maintenance issues.

Open hearing at: 6:42 pm

Comments: None

Closed hearing at: 6:42 pm

13. Resolution #05-03-2021 #02 APPROVING PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR 8TH ST. WATER AND SEWER EXTENSION TO TERRACE HILLS GOLF COURSE

Subject to Bob Laden's review. With bid alternate A.

Roll Call Vote:

A Boka Y Burns-Thompson Y Duer 2 Mertz 1 Willey (4-0)

14. Resolution #05-03-2021 #03 APPROVING THE CONTRACT AND BOND FOR 8TH ST. WATER AND SEWER EXTENSION TO TERRACE HILLS GOLF COURSE

Subject to Bob Laden's review.

Roll Call Vote:

A Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (4-0)

15. **Resolution #05-03-2021 #04 AWARDDING CONTRACT FOR 8TH ST. WATER AND SEWER EXTENSION TO TERRACE HILLS GOLF COURSE**

Roll Call Vote:

A Boka 2 Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)

16. **Resolution #05-03-2021 #05 TO CONSIDER A FINAL PLAT FOR WARREN FAMILY ESTATES (COUNTY PLAT)**

Terry Warren is requesting approval for the Warren Family Estates Plat 1 (County Plat). This property is within the 2-mile review area for the City of Altoona. The property is located one mile east of Altoona on the NW and SW corners of NE 38th Avenue and NE 96th Street. The property is 107 acres in size. The Plat proposes to create three residential lots (Lot 1 is the existing home), and two Outlots. Outlots Y and Z will remain farm land and will not be buildable per County regulations.

Roll Call Vote:

A Boka Y Burns-Thompson 2 Duer 1 Mertz Y Willey (4-0)

17. **Resolution#05-03-2021 #06 TO CONSIDER A PRELIMINARY PLAT FOR SPRING CREEK RIDGE PLAT 4**

Stubbs Development is seeking preliminary plat approval for Spring Creek Ridge Plat 4. The property is located on the west side of 14th Avenue SE, (NE 80th in the County), west of the first plat, and is an extension of 33rd Street SE, south of the south lake. The plat is 7.5 acres in size and is zoned R-1 (Single-family Residential). The plat provides for 25 single-family lots that are a minimum of 70 feet wide.

Roll Call Vote:

A Boka Y Burns-Thompson Y Duer 2 Mertz 1 Willey (4-0)

18. **Resolution #05-03-2021 #07 TO CONSIDER A PRELIMINARY PLAT FOR SPRING CREEK RIDGE NORTH PLAT 2**

Stubbs Development is seeking preliminary plat approval for Spring Creek Ridge North Plat 2. The property is located on the west side of 14th Avenue SE (NE 80th in the County), south of 24th Street SE and north of the south lake. The plat is 20.8 acres in size and is zoned R-1 (Single-family Residential). The plat provides for 58 single-family lots that are 70 feet wide or larger.

Roll Call Vote:

A Boka 1 Burns-Thompson Y Duer 2 Mertz Y Willey (4-0)

19. **Resolution #05-03-2021 #08 TO CONSIDER A SITE PLAN AMENDMENT FOR SUMMIT PRODUCTS**

Summit Products is requesting site plan approval for the Summit Products site plan. The property is located on 41st Avenue (an extension of 5th Avenue SW), just south of the Aquatics Park. The site is 8.6 acres in size and is zoned M-1 (Limited Industrial). The site plan proposes to construct two new buildings. The main building (35,625sf) will be used as a paint building and will be constructed along the south frontage. A smaller cold storage building (7,200 sf) will be added near the northwest corner of the property.

Roll Call Vote:

A Boka Y Burns-Thompson Y Duer 2 Mertz 1 Willey (4-0)

20. **Resolution #05-03-2021 #09 TO CONSIDER A PLAT OF SURVEY FOR PARCEL 2021-21 (MIDAMERICAN SUBSTATION ON THE NORTH FACEBOOK SITE)**

Siculus and MidAmerican Energy are seeking approval of a Plat of Survey for an electric substation. The Plat of Survey is for a 7.82-acre parcel of land located on the property north of Facebook, north of 25th Street NW (NE 62nd Street in the County). See staff's memo.

Roll Call Vote:

A Boka 2 Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)

21. **Consider approval of Restated Development Agreement with Altoona Lion Development Group LLC.**
 This amendment to the agreement does not increase the dollar amount paid to developer or extend the time period to reimburse them. It just changes the method of our payment by using some TIF reserves to maximize the amount we can reimburse with the number of years in the agreement.
Roll Call Vote:
A Boka 2 Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)
22. **Consider approving the 2021 Proposed Altoona Aquatics Park Rates**
 The rates for the 2021 season are returning to the same rates as the 2019 season, with the exception of the Non-Altoona Resident Daily rate. The 2020 season rates were reduced due to a shortened season as a result of COVID-19.
Roll Call Vote:
A Boka Y Burns-Thompson 2 Duer Y Mertz 1 Willey (4-0)
23. **Consider an event request from Walnut Creek Church to use Civic Plaza on Sunday, May 30th from noon-9 pm for a community event**
 The Walnut Creek Church is requesting Council approval to hold an event named “Party in the Plaza” at the Civic Plaza. The event is scheduled for Sunday, May 30th, from 12pm to 9pm. Staff has reviewed and would recommend approval.
Roll Call Vote:
A Boka 2 Burns-Thompson 1 Duer Y Mertz Y Willey (4-0)
24. **Consider an event request from Cross Point Family Church to use Haines Park stage on the last Wednesday of June, July, and August, from 6-7 pm for worship in the park event**
 Cross Point Family Church is requesting Council approval of three events at the Haines Park stage. The event is named “Cross Point Worship in the Park”. The event dates are June 30th, July 28th, and August 25th. The all events are scheduled from 6pm to 7pm at the Haines Park stage. Staff has reviewed and would recommend approval.
Roll Call Vote:
A Boka 1 Burns-Thompson 2 Duer Y Mertz Y Willey (4-0)
25. **Consider extending high bill payment from 12 to 24 months for 1410 Alderwood Dr.**
 In your packets is a letter from the resident explaining the situation they are facing. Past practice is to allow 12 months for high utility bill payments. This resident has a good payment history and this is a situation that does not happen often. Staff would find it acceptable to allow payments to be stretched out to 24 months.
Roll Call Vote:
A Boka Y Burns-Thompson Y Duer 2 Mertz 1 Willey (4-0)
26. **Consider Consent Agenda**
- a) Allow Bills
 - b) Pay Apps
 - B1) Pay App - Edge Commercial, LLC. - Terrace Hills Golf Clubhouse - \$357,914.59
 - B2) Change Orders 22 - 25 - Edge Commercial, LLC. - Terrace Hills Golf Clubhouse - \$8,103.00
 - B3) Final Pay App - Iowa Signal Inc. - 1st Ave. & 24th St. Signalization - \$11,164.58
 - B4) Pay App - Synergy Contracting, LLC. - 1st Avenue Reconstruction Phase II - \$213,086.26
 - B5) Pay App - Jackson Creek Enterprises, Inc. - Heritage Homes Storm Water Improvements - Phase 2 - \$72,092.17
 - c) Consider approval of Prairie Meadows fireworks permit for July 3rd and 4th, 2021 at approximately 9:30 pm, and September 25th at 10:00 pm
 - d) Consider approval of the request for proposals for Classification, Compensation and Benefits Study and Analysis
 - e) Resolution #05-03-2021 #11 ACCEPTING WARRANTY DEED FROM SCENIC RIDGE LAND COMPANY, LLC., GRANTORS TO THE CITY OF ALTOONA, IOWA

f) Set Public Hearing for Monday, May 17, 2021 at 6:30 pm to consider a development plan for Boulder Creek Estates (east of 14th Ave SE, north of 8th St. SE)

Roll Call Vote:

A Boka 2 Burns-Thompson 1 Duer Y Mertz Y Willey (4-0)

27. 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, Kim Kietzman - Library, IT - Jeff Bierl, Finance - Randy Pierce, Administration - Jeff Mark

28. General Business & Updates

*Council Member Elizabeth Burns-Thompson - Commented that during the last Altoona Chamber of Commerce meeting that businesses that there is a significant need for labors in the area.

*Mayor Dean O'Connor - would like Public Works to look at adding a splash park at Haines Park in next year's budget.

29. Adjourn at 7:14 pm

Roll Call Vote:

A Boka 2 Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)

Attest to:

Jody Phelps, Secretary

Dean O'Connor, Mayor