

CITY OF ALTOONA COUNCIL MEETING
MONDAY, JUNE 21, 2021, 6:30 P.M.
AT THE ALTOONA CITY HALL COUNCIL CHAMBERS

1. **CALL TO ORDER**

Roll Call at 6:30 pm

Mayor O'Connor- present

Boka - present

Burns-Thompson - absent

Duer - present

Mertz- present

Willey - present

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

Audience Present: Alan Merschman, Brigid Ernst, Matt Stoffel, Kent Cochran, Mary Cochran, Troy Weaver, April Weaver, Alex Payne, Pam Lowe

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

Mayor Dean O'Connor requested to approve the agenda with item 28g2 added - Outlets of Des Moines - Cruise Into Summer event on Saturday, June 26 from 11am - 6pm. Council Member Kyle Mertz motioned to approve the agenda with the addition of item 28g2.

Roll Call Vote:

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

3. **Approval of June 7, 2021 Council Minutes**

Roll Call Vote:

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

4. **Citizens request to address council**

Brigid Ernst, 1008 14th St. SE, introduced herself to council. She is running SEP school board.

5. **Public hearing to consider adopting a new ordinance to the 2004 City of Altoona Code of Ordinances (Arts and Culture Commission)**

City Administrator Jeff Mark explained this is a public hearing to consider the adoption of an ordinance to create the Arts and Culture Commission.

Open hearing at: 6:34pm

Comments: None

Closed hearing at: 6:34pm

6. **Ordinance #06-21-2021 #01 (574) TO ADOPT NEW ORDINANCE TO THE 2004 CITY OF ALTOONA CODE OF ORDINANCES (ARTS AND CULTURE COMMISSION)**

Roll Call Vote (1st Reading):

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

Roll Call Vote (To waive 2nd & 3rd Reading):

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

Roll Call Vote (To publish):

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

7. **Public hearing to consider approval of a development agreement with Altoona Lots II, LLC. & Temple Holdings LP for sanitary sewer development agreement**

City Engineer John Dostart explained this agreement only details the term of the City financing for the developer the extension the sanitary sewer line from the south side of their property to the connection point near the north end of their property.

Open hearing at: 6:36pm

Comments: None

Closed hearing at: 6:36pm

8. Consider approval of sanitary sewer development agreement
 Roll Call Vote:
Y Boka A Burns-Thompson Y Duer 1 Mertz 2 Willey (4-0)
9. Public hearing to consider a conditional rezoning request from Ina Merschman Revocable Trust/Quick Roofing to rezone 1.8 acres at 2542 8th Street SW from R-1 (Single-family residential) to Conditional C-2 (General Commercial)
Community Development Director John Shaw explained the Ina Merschman Revocable Trust and Quick Roofing are requesting to rezone the property located at 2542 8th Street SW from R-1 (Single-family Residential) to Conditional C-2 (General Commercial). The property is 1.8 acres in size and is on the southeast corner of 8th Street SW and 25th Avenue SW.
 Open hearing at: 6:38pm
 Comments: Pam Lowe, 2531 10th St SW, requested information on how the buffer zone ordinances with impact the site since her family lives right behind on the property. Director Shaw explained the developer has to show the buffer requirements within the site plan application. He explained that the city requests the developers work with neighbors to meet the needs of the surrounding property owners. The city will be in contact with the surrounding neighbors throughout the whole process to ensure each have a chance to review options available.
 Closed hearing at: 6:41pm
10. Ordinance #06-21-2021 #02 (575) TO APPROVE TO A CONDITIONAL REZONING REQUEST FROM INA MERSCHMAN REVOCABLE TRUST/QUICK ROOFING TO REZONE 1.8 ACRES AT 2542 8TH STREET SW FROM R-1 (SINGLE-FAMILY RESIDENTIAL) TO CONDITIONAL C-2 (GENERAL COMMERCIAL)
 Roll Call Vote (1st Reading):
1 Boka A Burns-Thompson Y Duer 2 Mertz Y Willey (4-0)
 Roll Call Vote (To waive 2nd & 3rd Reading):
1 Boka A Burns-Thompson Y Duer 2 Mertz Y Willey (4-0)
 Roll Call Vote (To publish):
1 Boka A Burns-Thompson Y Duer Y Mertz 2 Willey (4-0)
11. Public hearing to consider a rezoning request from Darryl Bresson/Stubbs Development to rezone 35.485 acres from A-1 to R-5 (PUD) for a single family residential development to be called Brook Ridge (west of Brookhaven Estates, north of 36th Street SW)
Branden Stubbs, Stubbs Engineering, 431 NE 72nd St., Pleasant Hill, explained the owners: Darryl and Angela Bresson; and the Developer: Stubbs Development are seeking approval to rezone 35.485 acres, west of Brookhaven Estates and north of 36th Street SW. The property is currently zoned A-1 (Agricultural) and they are requesting to rezone the property to R-5 (PUD). The proposed development plan shows 98 low density residential lots. Director Shaw shared that staff and developers worked through the rear yard setback issue.
 Open hearing at: 6:44pm
 Comments: None
 Closed hearing at: 6:44pm
12. Ordinance #06-21-2021 #03 (576) TO APPROVE TO REZONING REQUEST FROM DARRYL BRESSON/STUBBS DEVELOPMENT TO REZONE 35.485 ACRES FROM A-1 TO R-5 (PUD) FOR A SINGLE FAMILY RESIDENTIAL DEVELOPMENT TO BE CALLED BROOK RIDGE (WEST OF BROOKHAVEN ESTATES, NORTH OF 36TH STREET SW)
 Roll Call Vote (1st Reading):
Y Boka A Burns-Thompson Y Duer 2 Mertz 1 Willey (4-0)
 Roll Call Vote (To waive 2nd & 3rd Reading):
2 Boka A Burns-Thompson Y Duer Y Mertz 1 Willey (4-0)
 Roll Call Vote (To publish):
Y Boka A Burns-Thompson Y Duer 2 Mertz 1 Willey (4-0)
13. Public hearing to consider a development plan for Brook Ridge (west of Brookhaven Estates, north of 36th Street SW)

Director Shaw explained this is a public hearing to consider approval of the development plan for Brook Ridge. This is the same property described above. The development plan proposes four different minimum lot widths and area. The lot widths range from 55' wide lots to 70' wide lots.

Open hearing at: 6:46pm

Comments: None

Closed hearing at: 6:46pm

14. **Resolution #06-21-2021 #01 TO APPROVE DEVELOPMENT PLAN FOR BROOK RIDGE (WEST OF BROOKHAVEN ESTATES, NORTH OF 36TH STREET SW)**
Roll Call Vote:
1 Boka A Burns-Thompson 2 Duer Y Mertz Y Willey (4-0)
15. **Resolution #06-21-2021 #02 TO APPROVE A PRELIMINARY PLAT FOR BROOK RIDGE PLAT 1**
Roll Call Vote:
1 Boka A Burns-Thompson 2 Duer Y Mertz Y Willey (4-0)
16. **Public hearing to consider approving plans, specifications, and form of contract for Post Office Alley Project**
City Engineer Dostart explained the City accepted bids on June 17th, 2021 for the repaving of the Altoona Post Office alley. A total of four bids were received with the low bid submitted by JAS Concrete of Altoona being the apparent low bid at \$107,777.77.
Open hearing at: 6:47pm
Comments: None
Closed hearing at: 6:47pm
17. **Resolution #06-21-2021 #03 APPROVING PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR POST OFFICE ALLEY PROJECT**
Council Member Kyle Mertz motioned approval subject to Bob Laden's review.
Roll Call Vote:
Y Boka A Burns-Thompson 2 Duer Y Mertz 1 Willey (4-0)
18. **Resolution #06-21-2021 #04 APPROVING THE CONTRACT AND BOND FOR POST OFFICE ALLEY PROJECT**
Council Member Kyle Mertz subject to Bob Laden's review.
Roll Call Vote:
Y Boka A Burns-Thompson 1 Duer Y Mertz 2 Willey (4-0)
19. **Resolution #06-21-2021 #05 AWARDED CONTRACT FOR POST OFFICE ALLEY PROJECT**
Awarded the contract to JAS Concrete in the amount of \$107,777.77.
Roll Call Vote:
2 Boka A Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)
20. **Public hearing to consider approving 28E with City of Bondurant for Coordination of Signalization (John D.)**
City Engineer Dostart explained this is a 28E agreement between the City of Bondurant and the City of Altoona for the joint maintenance of the signals along Hubbell Avenue between Ziegler Drive in Altoona and 32nd Street in Bondurant. Specifically, this addresses the fiber optic interconnect and signal timing. The City of Altoona agrees to maintain the equipment at the intersection of Ziegler Drive to coordinate the timing of signals with the signals at 32nd Street in Bondurant. Bondurant will be responsible for the timing and maintenance of the system since they have the majority of the signals along Hubbell Avenue/US 65.
Open hearing at: 6:49pm
Comments: None
Closed hearing at: 6:49pm

21. Consider approval of 28e with City of Bondurant for Coordination of Signalization
 Roll Call Vote:
Y Boka A Burns-Thompson 1 Duer Y Mertz 2 Willey (4-0)
22. Resolution #06-21-2021 #06 AWARDDING OF GENERAL OBLIGATION URBAN RENEWAL CORPORATE PURPOSE BONDS, SERIES 2021
Matt Stoffel with PFM, 801 Grand Ave., Suite 3300, Des Moines, explained the bids received. T
 Roll Call Vote:
2 Boka A Burns-Thompson Y Duer 1 Mertz Y Willey (4-0)
23. Resolution #06-21-2021 #07 AUTHORIZING JULY 1, 2021 SALARIES
 Roll Call Vote:
1 Boka A Burns-Thompson 2 Duer Y Mertz Y Willey (4-0)
24. Resolution #06-21-2021 #08 TO SET THE RESIDENTIAL RECYCLING RATES EFFECTIVE JULY 1, 2021
 Roll Call Vote:
Y Boka A Burns-Thompson Y Duer 1 Mertz 2 Willey (4-0)
25. Resolution #06-21-2021 #09 TO APPROVE DEVELOPMENT PLAN AMENDMENT FOR MAGNOLIA PUD
Director Shaw explained Temple Holdings and Vista Real Estate is seeking approval of an amendment to Magnolia PUD. The amendment allows for 18 plus acres of the development to be utilized by the SEP School District for a future elementary school. The future school property is located on the east side of the development. The amended plan does retain the overall street layout and provides two street connections to the east.
 Roll Call Vote:
Y Boka A Burns-Thompson 2 Duer 1 Mertz Y Willey (4-0)
26. Resolution #06-21-2021 #10 TO APPROVE A PLAT OF SURVEY FOR SEP SCHOOLS FOR LAND WITHIN THE MAGNOLIA DEVELOPMENT
 Roll Call Vote:
Y Boka A Burns-Thompson 2 Duer Y Mertz 1 Willey (4-0)
27. Consider request by Peggy Kruger to waive fee for water tower light show
Council Member Boka motioned to deny.
 Roll Call Vote:
1 Boka A Burns-Thompson Y Duer Y Mertz 2 Willey (4-0)
28. Consider Consent Agenda
- a) Allow Bills
 - b) Pay Apps
 - B1)Change Order - S.M. Hentges and Sons, Inc. - 8th St. SE Water & Sewer Extension Project - (\$100,490.00)
 - B2)Pay App - S.M. Hentges and Sons, Inc. - 8th St. SE Water & Sewer Extension Project - \$165,874.75
 - B3)Pay App - Elder Corp. - 8th St. SW Reconstruction Project - Phase 1 - \$169,494.10
 - B4)Pay App - Synergy Contracting - 5th Ave. Storm Sewer Improvements - Phase I - \$137,259.80
 - B5)Pay App - Jackson Creek Enterprises, Inc. - Heritage Homes Storm Water Improvements - Phase 2 - \$20,472.50
 - B6)Pay App - Jackson Creek Enterprises, Inc. - 2018 Water Main Project - \$4,323.29
 - B7)Pay App - Jackson Creek Enterprises, Inc. - 2018 Water Main Project - \$4,323.29
 - c) Consider approval of professional services agreement with Shive-Hattery for 36th Ave. NW Reconstruction Project
 - d) Resolution #06-21-2021 #11 ACCEPTING PUBLIC IMPROVEMENTS (ANDERSON PLAT 1)

- e) Resolution #06-21-2021 #12 ACCEPTING PUBLIC IMPROVEMENTS (SPRING CREEK TRAIL PROJECT 2021)
- f) Resolution #06-21-2021 #13 ACCEPTING PUBLIC IMPROVEMENTS (2018 WATER MAIN REPLACEMENT PROJECT)
- g) Beer and liquor permits
G1)Hyatt Place - Class B Liquor License, Sunday and Outdoor sales
G2)Outlets of Des Moines - - one day event - Class C Beer Permin

Roll Call Vote:

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

29. Department Head Reports & Updates

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

30. General Business & Updates

*Council Member Boka expressed his appreciation for John Shaw and staff would presented development information to several area Chambers of Commerce.

31. Adjourn at 7:05pm

Roll Call Vote:

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

Attest to:

Amy S. Hill, Secretary

Dean O'Connor, Mayor