

CITY OF ALTOONA COUNCIL MEETING  
MONDAY, MARCH 7, 2022, 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 - present  
Duer - present

Dunwoody- present  
Willey - present

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

**Audience Present:** Phyllis Murphy, Joe Shepherd, Ben Dales, Alex Payne

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

Mayor Dean O'Connor requested motion to remove item 14i and change the dates on 14l and 14m to Monday, April 4<sup>th</sup> for the public hearing.

**Roll Call Vote:**

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

3. **Approval of February 21 and 28, 2022 Council Minutes**

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

**Roll Call Vote:**

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

4. **Citizens request to address council**

\*No one came forward to speak.

5. **Mitchellville Mayor Nicholas Murrow and VFW Commander Ben Dales to address the council in regards to a newly established Veterans of Foreign Wars Post in Altoona**

Ben Dales of Bondurant introduced himself to mayor, council and those in attendance.

6. **Public hearing to consider Fiscal Year 2023 budget**

City Clerk Randy Pierce explained the City of Altoona FY 23 budget has been prepared with no tax levy increase. This budget keeps our levy at \$10.75369.

**Open hearing:** 6:35pm

**Comments:** No one came forward to speak.

**Closed hearing:** 6:35pm

7. **Resolution #03-07-2022 #01 ADOPTING THE CITY OF ALTOONA'S ANNUAL BUDGET FOR THE YEAR ENDING JUNE 30, 2023 (TAX RATE 10.75369)**

**Roll Call Vote:**

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

8. **Public hearing to consider 28E agreement with Southeast Polk Community School District**

City Clerk Pierce explained the City of Altoona has been working on an 28E agreement with the Southeast Polk Community School District in regards to the construction of a middle school just East of Sam Wise Sports Complex. At this time the school district is reviewing our last comments sent to them.

**Open hearing:** 6:36pm

Council Member Jeremy Boka motioned to continue the public hearing until the development agreement is ready to be presented to council.

**Roll Call Vote:**

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

9. **Resolution #03-07-2022 #02 TO APPROVE PRELIMINARY PLAT FOR BROOKHAVEN ESTATES - PLAT 4**  
Community Development Director John Shaw explained Jerry's Homes is proposing to develop Brookhaven Estates Plat 4. The property is zoned R-5 (PUD). This will be an extension of the 6th Avenue SW from the Brookhaven Estates Plat 3 that was submitted for Council approval in the summer of 2020. The total area of Brookhaven Estates is 77.78 acres and includes 208 single-family lots. Brookhaven Estates Plat 4 is 4 acres in size and will have 24 single-family detached homes. Council Member Boka motioned approval subject to deficiencies being met.  
**Roll Call Vote:**  
2 Boka Y Burns-Thompson 2 Duer Y Dunwoody Y Willey (5-0)
10. **Resolution #03-07-2022 #03 TO APPROVE PRELIMINARY PLAT FOR TUSCANY TOWNHOMES - PLAT 4**  
Steve Moseley with Hubbell Realty Company, 6900 Westown Pkwy, Des Moines, explained Tuscan Reserve, LLC submitted a preliminary plat for Tuscan Townhomes - Plat 4 that will have 48 housing units.  
**Roll Call Vote:**  
1 Boka Y Burns-Thompson 2 Duer Y Dunwoody Y Willey (5-0)
11. **Resolution #03-07-2022 #04 TO APPROVE SITE PLAN AMENDMENT TO APPROVE THE UPDATED ARCHITECTURAL ELEVATIONS FOR GURLEY LEEP HONDA**  
Director Shaw explained Gurley Leep Honda is submitting a revised site plan that includes updated architectural elevations. They state the updated elevations have been adopted by the company in 2022 and are now implemented nationwide. Per staff recommendation, they made changes to the architectural elevations submitted to the Planning and Zoning Commission on February 22<sup>nd</sup>, 2022. The updated elevations include stacked columns on the south, north, and west elevations that match the elevations approved by the Council in December 2021. They also applied muted color finish to the building exterior and added metal coping on top of the building to match the prairie style.  
**Roll Call Vote:**  
2 Boka Y Burns-Thompson Y Duer Y Dunwoody 1 Willey (5-0)
12. **Consider amendment to the agreement for cooperative public service between Polk County, Iowa, and the Central Iowa Watershed Management Authorities for the funding of a Watershed Coordinator position**  
Public Utilities Director Dan Scott explained the City of Altoona has a funding agreement with Polk County to provide watershed services. This position would assist with individual community education and outreach beneficial towards our MS4 permit administration. The Iowa DNR and Polk County have agreed to provide the majority of funding for this new position but each community in Polk County would be responsible for a cost share based on their population. This agreement amendment would include a new cost of \$6,600 annually, which is a \$1,800 increase.  
**Roll Call Vote:**  
Y Boka Y Burns-Thompson 2 Duer Y Dunwoody 1 Willey (5-0)
13. **Consider request to waive red tag and past due amount at 1009 Brookview Dr.**  
City Clerk Pierce explained a request from the resident living at 1009 Brookview Dr. Council Member Boka motioned to deny the request.  
**Roll Call Vote**  
1 Boka Y Burns-Thompson 2 Duer Y Dunwoody Y Willey (5-0)
14. **Consider Consent Agenda**  
a) Allow Bills  
b) Pay Apps  
B1) Change Order - Synergy Contracting LLC. - 1<sup>st</sup> Ave. Reconstruction II - \$260,685.10  
B2) Pay App - Synergy Contracting LLC. - 1<sup>st</sup> Ave. Reconstruction Phase II - \$439,317.28

- c) Resolution #03-07-2022 #05 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT (FOR THE MUCHIKINOCK CREEK TRUNK SEWER PROJECT) (TROY D. PARSONS & CARIE GRANT - \$2,025.00)
- d) Resolution #03-07-2022 #06 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT (FOR THE MUCHIKINOCK CREEK TRUNK SEWER PROJECT) (TROY D. PARSONS & CARIE GRANT - \$2,273.00)
- e) Resolution #03-07-2022 #07 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT (FOR THE MUCHIKINOCK CREEK TRUNK SEWER PROJECT) (GRIFFIEON FARMS, LLC - \$12,450.00)
- f) Resolution #03-07-2022 #08 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT (FOR THE MUCHIKINOCK CREEK TRUNK SEWER PROJECT) (GRIFFIEON FARMS, LLC - \$5,490.00)
- g) Resolution #03-07-2022 #09 APPROVING PERMANENT PUBLIC UTILITY EASEMENT FOR THE 1<sup>ST</sup> AVE. RECONSTRUCTION PROJECT (\$0.00)
- h) Resolution #03-07-2022 #10 ACCEPTING PERMANENT CITY UTILITY EASEMENT FOR CONSTRUCTION OF THE ALTOONA PHASE I FIBER DEPLOYMENT (F&S ROSENBERGER - \$0.00)
- i) ~~Resolution approving the record of lot ties for the two adjoining parcels, locally to be known as 7016 1<sup>st</sup> Avenue South and the northern remnant parcel~~
- j) Consider approval of engagement agreement with PFM to provide financial advisory services for a Regional Water Plan
- k) Consider approval of 2022 League Leases
  - K1) Campus Wee Ball
  - K2) Campus Flag Football
  - K3) Greater Altoona Girls Softball
  - K4) SEP Youth Tackle Football
  - K5) Altoona Youth Soccer
  - K6) Altoona Recreational Baseball
  - K7) RAMS Baseball Club
  - K8) Altoona Rugby
  - K9) Altoona Adult Softball
- l) Resolution #03-07-2022 #11 SETTING DATE FOR PUBLIC HEARING ON MONDAY, ~~MARCH 21~~ APRIL 4, 2022 AT 6:30PM ON THE DESIGNATION OF THE EXPANDED URBAN RENEWAL AREA AND ON AMENDMENT OF THE ALTOONA URBAN RENEWAL PLAN
- m) Resolution #03-07-2022 #12 SETTING DATE FOR PUBLIC HEARING ON MONDAY, ~~MARCH 21~~ APRIL 4, 2022 AT 6:30PM AT WHICH PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH MEADOWLAND II, LLC. AND SKIVEY, LLC., INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS
- n) Set a public hearing for Monday, March 21, 2022 at 6:30pm to consider a rezoning request from the Terrace View, LLC to rezone the property of 8267 NE 46<sup>th</sup> Avenue from A-1 (Agricultural District) to R-5 (Planned Unit Development)
- o) Set a public hearing for Monday, March 21, 2022 at 6:30pm to consider Comprehensive Plan update
- p) Beer and Liquor Permits
  - P1) Monterrey LLC - Class C Liquor License, Sunday Sales

Roll Call Vote:

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

#### 15. 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, Economic Development - Chad Quick, Library - Kim Kietzman, IT - Jeff Bierl, Finance - Randy Pierce

#### 16. General Business & Updates

Mayor and council members expressed appreciation to the Altoona Fire Fighters for the invitation to the recognition dinner and for the work they perform each day.

#### 17. Closed Session - Iowa Code 21.5c (Pending Litigation)

To enter closed session:

Roll Call Vote:

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

To return to regular session:

Roll Call Vote:

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

18. Adjourn at 7:12pm

Roll Call Vote:

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

Attest to:

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Amy S. Hill, Secretary

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