

**CITY OF ALTOONA COUNCIL MEETING  
MONDAY, MAY 15, 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  
Boka - present

Burns-Thompson - present  
Duer - present

Dunwoody- present  
Willey - present

Mayor O'Connor introduces new City of Altoona employee Rachel Simon.

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

**Audience Present:** Phyllis Murphy and Herb Phillips

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

Mayor O'Connor requested to approve the agenda

**Roll Call Vote:**

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

**3. Approval of May 1, 2023 Council Minutes**

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

**Roll Call Vote:**

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

**4. Citizens request to address council on items not on the agenda.** Is anybody here? No. Anybody online? Mr. Ben Ward has some chat online. We'll put that into the minutes as we usually do. He's also asked a couple of items he's written in. One was to play a recording, talk with the police department. I've already dealt with that as an investigation it's already been dealt with at the PD. If you have any questions about that you can come talk to Mr. Stallman. And his second request was issues with minutes, previous meetings minutes that's already been dealt with and if you have any questions Mr. Laden's handling that as well. So all those items should be dealt with. Any comments from you Mr. Laden. Ah no we Mr. Mayor and Council we took care of the minutes issue, we have also communicated with Mr. Ward on a number of occasions and suggested he could certainly contact me by phone or e-mail I have not heard back from him or I am more than happy to talk to him anytime. Perfect thank you Mr. Laden. Is there anybody else online or in person who would like to speak to something not on the agenda. If not we will move onto item number five.

**Mr. Ward had other comments in the zoom chat.**

**5. Proclamation for National Police Week 2023**

Mayor O'Connor announced May 14 - 20, 2023 for National Police Week.

**6. Mayor's Recognition for Detective David Lowe**

Mayor O'Connor announced the Recognition for Detective Lowe moved to June 5, 2023.

**7. Public Hearing on Proposed Amendment to the Altoona Urban Renewal Area.**

City Administrator Randy Pierce stated that this public hearing is to allow us to expand our urban renewal area (I-80 Business Park area) and allow us to amend our urban renewal plan for that area. We need to expand our area to include the warehouse project in this area. This is the first step in the process. In Item #9 you will be asked to approve an ordinance for the expanded new area. This ordinance allows us to move forward with an amendment to our current development agreement with I-80 Business. The next step is in the consent agenda. We are setting a public hearing for you to consider the amendment to the development agreement. This will take place at our June 5, 2023, meeting. Also,

in the consent agenda we are setting a public hearing for a new development agreement with Gateway East Business Center.

Open: 6:37 pm - There were no comments from the public.

Close: 6:37 pm

8. Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Altoona Urban Renewal Area.

Council Member Duer motioned to approve the Resolution.

Roll Call Vote:

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

9. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the May 2023 Addition to the Altoona Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa.

Council Member Boka motioned to approve the Ordinance.

Roll Call Vote:

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

Roll Call Vote: waive 2<sup>nd</sup> and 3<sup>rd</sup> reading.

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

Roll Call Vote: to publish.

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

10. Public Hearing considering an ordinance for RAGBRAI 2023, July 27, 2023

Economic Development Director Chad Quick stated this ordinance is very similar to the one we adopted back in 2011. This is a requirement from RAGBRAI.

Open: 6:38 pm - Andrew Frana, 522 Carrie Lane, Altoona, Iowa, is co-chair of Altoona Ragbrai Planning Committee and offers support of the Ordinance.

Close: 6:39 pm

11. Ordinance Amending the Code of Ordinances of the City of Altoona, Adding a New Chapter 1220 Entitled "RAGBRAI 2023" Establishing Temporary Regulations and a Permit Structure to be in Effect During RAGBRAI'S Visit to Altoona - July 27, 2023.

Council Member Willey motioned to approve the Ordinance.

Roll Call Vote:

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

Roll Call Vote: waive 2<sup>nd</sup> and 3<sup>rd</sup> reading.

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

Roll Call Vote: to publish.

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

12. Public Hearing considering approval of Fiscal Year 2023 Budget Amendment.

City Administrator Randy Pierce stated it is that time of year again when we amend the budget for fiscal year 22/23. We are required to amend our budget when we know we will expend more funding than budgeted. Some of our areas that needed to be amended are: utility bills, fuel purchases, building maintenance, vehicle maintenance, consulting & professional services, the sewer trunk line project and legal fees. We also had increases in some of our budgeted revenue sources: Franchise fees, Hotel & motel taxes, LOST, PILOT payments, interest income.

Open: 6:41 pm - There were no comments from the public.

Close: 6:41pm

13. Resolution Adopting the City of Altoona's Amended Budget for the Year Ending June 30, 2023 (Tax Rate 10.75369)

Council Member Boka motioned to approve the Resolution.

**Roll Call Vote:**

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

- 14. Resolution Authorizing the City of Altoona, Iowa to Submit Sites to a Regional Joint Application for Funding from the Federal Highway Administration's Charging & Fueling Infrastructure Discretionary Grant Program (CFI) for a Site at Sam Wise Youth Complex, to the Des Moines Area Metropolitan Planning Organization (MPO) for Inclusion and Further Approving the Application Which Obligates the City of Altoona to Matching Funds of at Least 20% for the Construction of Said Project if Funding is Granted.**

Public Works Director Scott Atzen stated that the City of Altoona was contacted by Polk County regarding a grant for the placement of EV Charging Stations throughout communities in the Metro. The Des Moines Metropolitan Planning Organization (MPO) is taking the lead as the grant submitter. If interested in participating, each community has been tasked with coming up with a location for these charging stations and the associated costs. The grant, if awarded, is an 80/20 match, with the City bearing the 20% share.

Council Member Dunwoody motioned to deny the Resolution.

**Roll Call Vote:**

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

- 15. Resolution Accepting A Proposal from JAS Construction in the Amount of \$142,078.50 for Concrete Paving Patching at the Altoona Fire Station.**

Engineer John Dostart stated quotes were received for the Altoona Fire Station Parking Lot Repair Project on Thursday, May 11th. Requests for proposals were sent out to six local contractors with three of the contractors submitting quotes. The lowest quote was JAS Construction from Altoona, IA.

Council Member Boka motioned to approve the Resolution.

**Roll Call Vote:**

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

- 16. Consider Consent Agenda**

a. Allow Bills

b. Pay Apps

B) 1 - Jackson Creek - Heritage Homes Storm Sewer Water Improvements - Phase 4 - \$69,373.75

c. Resolution Approving the Transfer of Funds for Bond and Interest Payments

d. Resolution Setting a Date of Meeting at Which it is Proposed to Approve a Development Agreement with Gateway East Business Center, LLC, Including Annual Appropriation Tax Increment Payments

e. Resolution Setting a Date of Meeting at which it is Proposed to Approve an Amendment to a Development Agreement with I-80 Business Park, LLC, Including Annual Appropriation Tax Increment Payments

f. Resolution to Approve A Agreement with the Iowa Interstate Railroad LLC for a License for Public Pedestrian Crossings

g. Consider Construction and Maintenance Agreement 9<sup>th</sup> Street At-Grade Crossings Iowa Interstate Railroad, LLC/City of Altoona, Iowa

h. Consider Sam Wise Field Renovations Phase 3, 23207 Professional Services Agreement with Confluence

i. Consider Approval of City Building Assessment Agreement with Ryan Company

j. Consider Approving Training Services Agreement with Results Group

k. Set a Public Hearing for June 5, 2023 at 6:30 pm to Amend Chapter 92.10 for Utility Billing Deposit Amounts

l. Set a Public Hearing for June 5, 2023 at 6:30 pm to Amend Chapter 98.12 & Chapter 92.06 for delinquent bill-red tag fees

m. Set a Public Hearing for June 19, 2023 at 6:30 pm to Consider a 100% Voluntary Annexation of Approximately 72.377 acres of Territory within an Urbanized Area

- n. Event Request - Willowfest 2023 - Willowbrook Elementary - July 3<sup>rd</sup>, 2023 6:00 pm
- o. Event Request - Mustang Car Show - Outlets of Des Moines - June 4, 2023 9:00 am -4:30 pm

p. Beer and Liquor Permits

P1) Hyatt Place - Class C Retail Alcohol License, Sunday & Outdoor Sales  
Council Member Willey motioned to approve the Consent Agenda.

Roll Call Vote:

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

17. Department Head Reports & Updates

- a) Police Department - Greg Stallman
- b) Fire Department - Jared Ogbourne
- c) Public Utilities - Dan Scott
- d) Public Works - Scott Atzen
- e) Engineering - John Dostart
- f) Community Development - John Shaw
- g) Economic Development - Chad Quick
- h) Library - Kim Kietzman
- i) IT - Jeff Bierl
- j) City Administrator- Randy Pierce

18. General Business

19. Adjourn

Council Member Duer motioned to adjourn at 6:59 pm.

Roll Call Vote:

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

Attest to:

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Randy Pierce, City Clerk

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Dean O'Connor, Mayor