CITY OF ALTOONA COUNCIL MEETING
MONDAY, OCTOBER 2, 2017, 6:30 P.M.
AT THE ALTOONA CITY HALL

*All in attendance were asked to observe a moment of silence in respect for the events that happened over the weekend in Las Vegas, NV

1. CALL TO ORDER
   Roll Call at 6:30 pm
   Mayor - present  Boka - present  Mertz - present
   O’Connor - present  Sloan - present  Willey - present

   City Officials Present: Jeff Mark, Randy Pierce, Greg Stallman, Jason Ferguson, Lee Richardson, John Shaw, Jon Hanson, Scott Atzen, Amy Hill, City Attorney Bob Laden

   Audience Present: Joshua Clapp, Audria Clapp, Alex Payne, Scott Almeida, Kirk Whalen, John Brehm

2. Perfecting and approval of the agenda
   Mayor Pro-tem Dean O’Connor requested the agenda be approved as presented
   Roll Call Vote:
   _Y_ Boka  _1_ Mertz  _Y_ O’Connor  _Y_ Sloan  _2_ Willey (5-0)

3. Introduce new police officers and firefighters
   Mayor Pro-Tem O’Connor swore in police officers Tia Frederick and David Lowe and firefighters Jessica Smith, David Schroer, and Jeremiah Pratt.

4. Approval of September 18 and 25, 2017 Council Minutes
   Roll Call Vote:
   _2_ Boka  _1_ Mertz  _Y_ O’Connor  _Y_ Sloan  _Y_ Willey (5-0)

5. Citizens request to address council
   *No one came forward to speak.

6. Public hearing to consider a 100% Voluntary Annexation in An Urbanized Area for 32 acres of territory owned by Country Cove Park, LLC
   Community Development Director John Shaw explained the owner is planning to develop a residential subdivision on the property. The property is located directly east of the existing Country Cove development and north of the radio tower.
   Opened hearing at 6:36pm
   Comments: No one came forward to speak.
   Closed hearing at 6:36pm

7. Resolution #10-02-2017 #01 TO APPROVE THE 100% VOLUNTARY ANNEXATION IN AN URBANIZED AREA FOR 32 ACRES OF TERRITORY OWNED BY COUNTRY COVE PARK, LLC
   Roll Call Vote:
   _2_ Boka  _Y_ Mertz  _Y_ O’Connor  _Y_ Sloan  _1_ Willey (5-0)

8. Public hearing to consider plans, specifications, and form of contract for 2017 Water Main Improvement Project
   City Engineer Jon Hanson explained the project is in conjunction with the expansion of the treatment capabilities for Water Treatment Plant No. 3. The apparent low bid was submitted by Jackson Creek Enterprises LLC of Allerton, Iowa in the amount of $234,447.
   Opened hearing at 6:38pm
   Comments: No one came forward to speak.
9. Resolution #10-02-2017 #02 APPROVING THE PLANS, SPECIFICATIONS, AND FORM OF CONTRACT FOR 2017 WATER MAIN IMPROVEMENT PROJECT
Roll Call Vote:
_Y_ Boka _2_ Mertz _Y_ O’Connor _Y_ Sloan _1_ Willey (5-0)

10. Resolution #10-02-2017 #03 APPROVING THE CONTRACT AND BOND FOR THE 2017 WATER MAIN IMPROVEMENT PROJECT
Council Member Kyle Mertz motioned approval subject to City Attorney review and approval of the contract.
Roll Call Vote:
_2_ Boka _1_ Mertz _Y_ O’Connor _Y_ Sloan _Y_ Willey (5-0)

11. Resolution #10-02-2017 #04 AWARDING THE CONTRACT FOR THE 2017 WATER MAIN IMPROVEMENT PROJECT
Council Member Kyle Mertz motioned approval subject to City Attorney review and approval of the contract.
Roll Call Vote:
_Y_ Boka _1_ Mertz _Y_ O’Connor _Y_ Sloan _2_ Willey (5-0)

12. Public hearing on a development agreement with Solid Rock Properties, LLC, including economic development payments in an amount not to exceed $450,000
Director Shaw explained the developer agrees to construct 5,000 square feet of rentable space on Parcel One, this assumes the removal of the old car wash, and to construct a four story building consisting of 31,000 square feet, with 7,700 feet of commercial/retail space on the lower level and 24 one-bedroom apartments on floors 2 thru 4.
Opened hearing at 6:40pm
Comments: No one came forward to speak.
Closed hearing at 6:41pm

13. Resolution #10-02-2017 #05 APPROVING A DEVELOPMENT AGREEMENT WITH PRATT REAL ESTATE GROUP AND AUTHORIZING ECONOMIC DEVELOPMENT GRANTS
Roll Call Vote:
_1_ Boka _2_ Mertz _Y_ O’Connor _Y_ Sloan _Y_ Willey (5-0)

14. Public hearing to consider a rezoning request from Prairie Crossing Investment Inc. to rezone approximately 54.54 acres from A-1 (Agricultural) to C-7 (Regional Commercial)
Director Shaw explained the applicant, Prairie Crossing Investment, Inc., are seeking to rezone 54.54 acres located east of the existing Prairie Crossing development. The current zoning is A-1 (Agricultural) and they are seeking a C-7 (Regional Commercial) zoning.
Roll Call Vote (To Reopen hearing):
_Y_ Boka _2_ Mertz _Y_ O’Connor _Y_ Sloan _1_ Willey (5-0)
Comments: No one came forward to speak.
Closed hearing at 6:42pm

15. Ordinance #10-02-2017 #01 (471) TO APPROVE A REZONING REQUEST FROM PRAIRIE CROSSING INVESTMENT INC. TO REZONE APPROXIMATELY 54.54 ACRES FROM A-1 (AGRICULTURAL) TO C-7 (REGIONAL COMMERCIAL) (1st reading)
Roll Call Vote (1st Reading):
_1_ Boka _2_ Mertz _Y_ O’Connor _Y_ Sloan _Y_ Willey (5-0)
Roll Call Vote (To waive 2nd & 3rd Reading):
_1_ Boka _2_ Mertz _Y_ O’Connor _Y_ Sloan _Y_ Willey (5-0)
Roll Call Vote (To publish):
_1_ Boka _2_ Mertz _Y_ O’Connor _Y_ Sloan _Y_ Willey (5-0)
16. Public hearing to consider a development plan amendment for The Shoppes of Prairie Crossing
Roll Call Vote (To Reopen hearing):
_2_ Boka  _1_ Mertz  _Y_ O'Connor  _Y_ Sloan  _Y_ Willey (5-0)
Comments: Kirk Whalen, President of Heart of America and the applicant, Prairie Crossing Investment, Inc., are seeking development plan approval for the Shoppes at Prairie Crossing. Closed hearing at 6:45pm

17. Resolution t#10-02-2017 #06 TO APPROVE A DEVELOPMENT PLAN AMENDMENT FOR THE SHOPPES OF PRAIRIE CROSSING
Council Member Vern Willey motioned approval subject to staff’s review and approval of the rezoning and deficiency items.
Roll Call Vote:
_Y_ Boka  _Y_ Mertz  _Y_ O'Connor  _2_ Sloan  _1_ Willey (5-0)

18. Resolution #10-02-2017 #07 TO CONSIDER APPROVAL OF A PRELIMINARY PLAT FOR PRAIRIE CROSSING PLAT 5
Director Shaw explained the applicant, Prairie Crossing Investment, Inc., is seeking preliminary plat approval for Prairie Crossing Plat 5. The plat is 118 acres in size. The plat includes one commercial lot that is 2.96 acres in size, with the balance of the property platted into 4 large Outlots. Council Member Mertz motioned approval subject to staff’s review and Council approval of the rezoning, development plan and deficiency items.
Roll Call Vote:
_Y_ Boka  _1_ Mertz  _Y_ O'Connor  _2_ Sloan  _Y_ Willey (5-0)

19. Resolution #10-02-2017 #08 TO CONSIDER APPROVAL OF A FINAL PLAT FOR PRAIRIE CROSSING PLAT 5
Council Member Willey motioned approval subject to staff’s review and the approval of the rezoning, development plan, preliminary plat and deficiency items.
Roll Call Vote:
_Y_ Boka  _Y_ Mertz  _Y_ O'Connor  _2_ Sloan  _1_ Willey (5-0)

20. Resolution #10-02-2017 #09 TO CONSIDER APPROVAL OF A SITE PLAN FOR HY-VEE FAST & FRESH
John Brehm, 5820 Westown Pkwy, West Des Moines, representing Hy-Vee is proposing a site plan for their new Fast & Fresh store. The property is located on the northeast corner of Hubbell Avenue and Prairie Crossing NW. The property is 2.96 acres in size and the store is 10,642 sq. ft. in size. Council Member Mertz motioned approval subject to staff’s review and the approval of the rezoning, development plan, preliminary plat, final plat and deficiency items.
Roll Call Vote:
_2_ Boka  _1_ Mertz  _Y_ O'Connor  _Y_ Sloan  _Y_ Willey (5-0)

21. Consider approval of the Prairie Crossing roundabout development sign and associated median landscaping
Kirk Whalen presented concept for development sign and landscaping.
Roll Call Vote:
_1_ Boka  _Y_ Mertz  _Y_ O'Connor  _Y_ Sloan  _2_ Willey (5-0)

22. Resolution #10-02-2017 #10 TO CONSIDER APPROVAL OF RODGERS ESTATES PLAT 2 (POLK COUNTY PLAT)
Director Shaw explained the applicants, Joel and Janelle Rodgers, are seeking approval of a county plat for Rodgers Estates Plat 2. The property is located on the north side of NE 27th Avenue, east of NE 80th Street.
Roll Call Vote:
_2_ Boka  _1_ Mertz  _Y_ O'Connor  _Y_ Sloan  _Y_ Willey (5-0)
23. Consider Consent Agenda
   a) Allow Bills
   b) Capital Projects
      B1) Pay App #3 - C.L. Carroll Company, Inc. - Altoona Water Treatment Plant #3
          Expansion Project - $14,582.50
      B2) Change Order #5 - Elder Corp. - Gay Lea Wilson Trail Extension - $20,368.50
      B3) Change Order #1 - Morris Enterprises, Inc. - Casebeer Dr. Water Main Improvements
          - ($5,387.50)
      B4) Pay App #4 - Morris Enterprises, Inc. - Casebeer Dr. Water Main Improvements -
          $531.99
      B4) Pay App #1 - Elder Corporation - Adventureland Drive Improvements - $92,938.84
      B5) Pay App #4 - Jackson Creek Enterprises, Inc. - 2017 Watermain Improvements Project
          - $125,886.40
   c) Appoint Beth Van Ryswyk to Park Board
   d) Appoint Mike Hamilton to Library Board
   e) Resolution #10-02-2017 #11 TO APPROVE TAX ABATEMENT REQUESTS
   f) Resolution #10-02-2017 #12 APPROVING AND AUTHORIZING THE MAYOR TO SIGN SECOND
          AMENDMENT TO DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR
          NORTHEAST INDUSTRIAL BUSINESS PARK
   g) Resolution #10-02-2017 #13 APPROVING AND AUTHORIZING THE CITY CLERK TO SIGN
          PARTIAL RELEASE OF DEVELOPMENT AGREEMENT
   h) Resolution #10-02-2017 #14 APPROVING AND AUTHORIZING THE CITY CLERK TO SIGN
          PARTIAL RELEASE OF TAX INCREMENT FINANCING
   i) Resolution #10-02-2017 #15 APPROVING AND AUTHORIZING THE CITY CLERK TO SIGN
          AFFIDAVIT
   j) Resolution #10-02-2017 #16 APPROVING PROPERTY VALUATION EXEMPTION FOR IOWA
          COLD STORAGE, LLC RELATED TO STATE OF IOWA HIGH QUALITY JOBS PROGRAMS
   k) Resolution #10-02-2017 #17 APPROVING AND AUTHORIZING THE MAYOR AND CITY CLERK
          TO SIGN TEMPORARY CONSTRUCTION EASEMENT AND PERMANENT RAIL LINE EASEMENT
   l) ITEM REMOVED FOR SEPARATE DISCUSSION
   m) Consider approval professional services agreement with Group Creative Services for
      supporting cultural enhancements for Altoona citizens
   n) Consider approval of professional services agreement with Kirkham Michael for engineering
      services for 1st Avenue Widening (Preliminary Design)
   o) Consider supplemental agreement 1 for additional services - Heritage Homes Storm Water
      Improvements - Phase 2 Project
   p) Set Public Hearing for Monday, October 16th at 6:30 pm to consider a speed limit change on
      25th Street NW (NE 62nd Avenue) for the portions in the City of Altoona
   q) Set Public Hearing for Monday, October 16th at 6:30 pm to consider a rezoning request from
      Kwik Trip to rezone 1.728 acres from M-1 (Limited Industrial) to C-2 (General Commercial)

Roll Call Vote:
_ Y_ Boka   _1_ Mertz   _Y_ O’Connor   _2_ Sloan   _Y_ Willey (5-0)

23. l) Resolution #10-02-2017 #18 ACCEPTING PUBLIC IMPROVEMENTS (CASEBEER WATERMAIN
      PROJECT)
      Council Member Willey stated there were some landscaping issues that still needed to be
      addressed. City Engineer Hanson explained that retainage was being held for the issues of
      concern.
      Roll Call Vote:
_2_ Boka   _Y_ Mertz   _Y_ O’Connor   _Y_ Sloan   _1_ Willey (5-0)

24. Beer & Liquor Permits
   a) Super Stop 2 - Class E Liquor License (LE), Class B Wine Permit (Carryout Wine), Class C
      Beer Permit (Carryout Beer), Sunday Sales
Lieutenant Jason Ferguson stated there were no violations.

Roll Call Vote:

_2_ Boka  _Y_ Mertz  _Y_ O’Connor  _1_ Sloan  _Y_ Willey (5-0)

b) Max’s Highway Diner - Class B Beer (BB)(Includes Wine Coolers), Sunday Sales.

Lieutenant Ferguson stated there were no violations at this establishment.

Roll Call Vote:

_2_ Boka  _Y_ Mertz  _Y_ O’Connor  _1_ Sloan  _Y_ Willey (5-0)

25. Department Head Reports & Updates

The following department heads provided updates to the council: Chief Greg Stallman, Public Works Director Scott Atzen, City Engineer Jon Hanson, Director Shaw, and Assistant Chief Lee Richardson.

26. Update on Prairie Crossing

See items #14 - 21 above.

27. General Business Items/Reports and Updates

*Council Member Willey shared some concerns with street lights being out and requesting MidAmerican to maintain those.

*Council Member Jeremy Boka shared about the soccer tournament happened this weekend at Spring Creek Sports Complex and the soft opening for Brightside Aleworks.

*City Administrator Jeff Mark shared information on some grant letters and submitting information for a possible project in Altoona.

28. Adjourn at 7:05pm

Roll Call Vote:

_Y_ Boka  _2_ Mertz  _Y_ O’Connor  _Y_ Sloan  _1_ Willey (5-0)

Attest to: _________________________  ______________________________

Amy S. Hill, Secretary              Dean O’Connor, Mayor Pro-Tem