

CITY OF ALTOONA COUNCIL MEETING
MONDAY, NOVEMBER 19, 2018, 6:30 P.M.
AT THE ALTOONA CITY HALL

1. **CALL TO ORDER**

Roll Call at 6:30 pm

Mayor O'Connor- present

Duer - present

Mertz- present

Boka - present

Leighter - present

Willey - present

City Officials Present: Jeff Mark, Randy Pierce, Greg Stallman, Jared Ogbourne, John Shaw, Jon Hanson, Jim Utter, Scott Atzen, Jason Ferguson, Tony Chambers, Amy Hill, City Attorney Bob Laden, Kim Kietzman

Audience Present: Robert Funk, Alex Payne, Robert Cue

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

Mayor Dean O'Connor requested approval of the agenda as presented.

Roll Call Vote:

Y Boka Y Duer Y Leighter 2 Mertz 1 Willey (5-0)

3. **Approval of November 5, 2018 Council Minutes**

Roll Call Vote:

Y Boka 1 Duer Y Leighter 2 Mertz Y Willey (5-0)

4. **Citizens request to address council**

*Robert Funk, 1417 8th Ave. SE, addressed the council about the water utility billing procedures.

*Robert Cue, 1426 12th St. SE, requested the council waive the penalty fees on his utility bill.

Mayor O'Connor stated the majority of residents who receive a red tag are repeat offenders so the ordinance is written to decrease the liability of the city being left with large unpaid bills. Council Member Jeremy Boka explained that the city does not have control over the postal service but the bill is always due on the 3rd of the month and there are many options available to pay. Council Member Vern Willey recommended the automatic withdrawal because prior to these occurrences both Mr. Funk and Mr. Cue had never had a late fee. The automatic withdrawal would ensure the bill was always paid on time.

5. **Altoona Public Library update**

Director Kim Kietzman provided the council with an annual update.

6. **Consider Professional Services Agreement with Snyder & Associate for FEMA LOMA Survey and Documentation**

Public Utilities Director Jim Utter explained the professional services agreement with Snyder & Associates to provide a FEMA LOMA survey and documentation. FEMA recently issued pending Flood Insurance Rate Maps (FIRM) set to become effective February 1, 2019. Numerous parcels are now shown in the flood plain that were not in the flood plain before. It is believed that most of these structures are not actually in the flood plain. The elevation survey and documentation will allow those structure to be included in a Letter of Map Amendment (LOMA) and removed from the flood plain, even though a portion of their property may still be in the flood plain. The scope of services include the survey for a not to exceed \$9,900, LOMA documentation for a not to exceed \$9,800 and Floodway Establishment for a not to exceed \$6,400. The total is for a not to exceed \$26,100.

Roll Call Vote:

2 Boka Y Duer Y Leighter 1 Mertz Y Willey (5-0)

7. **Consent Agenda**

A) Allow bills

B) Capital Projects

- B1) Change Order #1 - Two Rivers Group, Inc. - Altoona Community Center - \$3,653.53
- B2) Pay App #1 - Two Rivers Group, Inc. - Altoona Community Center - \$37,231.45
- B3) Pay App #8 - Jason Creek Enterprises, Inc. - Water Plat 3 Water Main Improvements - \$5,000.00
- C) Consider request from Altoona Elementary PTA to hang banner for a fundraising event on pedestrian bridge for 10 days prior to their event on January 26, 2019
- D) Consider Kwik Star Cigarette Permit (12-3-2018 to 6-30-2019)
- E) Consider Andrew Frana for Park Board appointment
- F) Resolution #11-19-2018 #01 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (F&S Rosenberger, LLC. - \$127,034)
- G) Resolution #11-19-2018 #02 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (Franzen I-80 - \$33,600)
- H) Resolution #11-19-2018 #03 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (Franzen I-80 - \$49,000)
- I) Resolution #11-19-2018 #04 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (Midwest 1, LLC - \$100,000)
- J) Resolution #11-19-2018 #05 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (Prairie Meadows - \$200,000)
- K) Resolution #11-19-2018 #06 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (Altoona Hospitality - \$100,000)
- L) Resolution #11-19-2018 #07 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (New England Development - \$1,666,667)
- M) Resolution #11-19-2018 #08 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (Carpenters Union - \$250,000)
- N) Resolution #11-19-2018 #09 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (Edge Business Continuity Center - \$265,880)
- O) Resolution #11-19-2018 #10 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (City's GO Annual Appropriation Urban Renewal Bonds, Series 2016C - \$2,745,750)
- P) Resolution #11-19-2018 #11 FUNDS FORM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR (CCRC of Altoona - \$300,000)
- Q) Resolution #11-19-2018 #12 TO ACCEPT TEMPORARY CONSTRUCTION EASEMENT AND CROP COMPENSATION FOR CONSTRUCTION OF THE SPRING CREEK RIDGE OFF-SITE SANITARY SEWER

- R) Resolution #11-19-2018 #13 TO ACCEPT PERMANENT SANITARY SEWER EASEMENT FOR CONSTRUCTION OF THE SPRING CREEK RIDGE OFF-SITE SANITARY SEWER
- S) Set Public Hearing for Monday, December 3, 2018 at 6:30 pm to consider an ordinance for Chapter 177 - Flood Plain Management
- T) Set Public Hearing for Monday, December 3, 2018 at 6:30 pm to consider an ordinance amendment for Chapter 165 - Zoning Code (pertaining to flood plain management)
- U) Set Public Hearing for Monday, December 3, 2018 at 6:30 pm to consider Plans, Specifications and form of contract for 1st Avenue Reconstruction Project
- V) Set Public Hearing for Monday, December 3, 2018 at 6:30 pm to consider approving a Letter of Intent to purchase property located at 8700 NE 46th Avenue, Altoona, Iowa
- W) Resolution #11-19-2018 #14 TO ACCEPT PUBLIC IMPROVEMENTS COMPLETED BY JACKSON CREEK ENTERPRISES, L.C. FOR HERITAGE HOMES STORM WATER IMPROVEMENTS PROJECT PHASE 1
- X) Resolution #11-19-2018 #15 TO APPROVE *TREES PLEASE!* GRANT APPLICATION

Roll Call Vote:

Y Boka Y Duer Y Leighter 1 Mertz 2 Willey (5-0)

8. Beer & Liquor Permits

- A) Kwik Star - New - Class B Beer Permit (BC), Class B Wine Permit (Carryout wine-includes Native Wine), Sunday Sales

Lieutenant Jason Ferguson stated there were no violations at this establishment.

Roll Call Vote:

Y Boka Y Duer 2 Leighter 1 Mertz Y Willey (5-0)

- B) Cinemark USA Inc - Special Class C Liquor License (BW)(Beer-Wine) and Sunday Sales

Lieutenant Ferguson stated there were no violations at this establishment.

Roll Call Vote:

2 Boka 1 Duer Y Leighter Y Mertz Y Willey (5-0)

- C) Pilot Flying J #913 - Class C Beer Permit (BC) and Sunday Sales

Lieutenant Ferguson stated there were no violations at this establishment.

Roll Call Vote:

2 Boka 1 Duer Y Leighter Y Mertz Y Willey (5-0)

*Council Member Kyle Mertz left the meeting at this point.

9. Department Head Reports & Updates

The following gave updates: Police Department - Greg Stallman, Fire Department - Jared Ogbourne, Public Works - Scott Atzen, Public Utilities - Jim Utter, Engineering - Jon Hanson, Community Development - John Shaw, Finance - Randy Pierce, Administration - Jeff Mark

10. General Business

*Council Member Willey gave an update on the watershed management ordinance and hazard mitigation following meetings he had attended.

11. Adjourn at 7:15pm

Roll Call Vote:

1 Boka Y Duer Y Leighter Y Mertz 2 Willey (4-0)

Attest to:

Amy S. Hill, Secretary

Dean O'Connor, Mayor