

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

1. **CALL TO ORDER**

Roll Call at 6:30 pm

Mayor Conkling - present

Boka - present

Mertz- present

O'Connor - present

Sloan- present

Willey - present

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

**Audience Present:** Alex Payne, Chris Lynn, Bruce Mason, Tim Burget, Melissa Horton, Ben Erikson, Megan Erikson, Rachelle Spencer, Chris Voggesser, Rachel Matson, Mary Simon, Julie Stewart, Siobhan Harman, Keith Weggen, Kyle Roberts

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

Mayor Skip Conkling requested agenda be approved as presented.

Roll Call Vote:

  Y   Boka   1   Mertz   2   O'Connor   Y   Sloan   Y   Willey (5-0)

3. **Approval of January 16, 23 and 31, 2017, Council Minutes**

Roll Call Vote:

  Y   Boka   Y   Mertz   Y   O'Connor   2   Sloan   1   Willey (5-0)

4. **Citizens request to address council**

\*Benjamin Erikson, 700 12<sup>th</sup> Ave. NW, presented council with his destroyed utility bill from the U.S. Postal Service. He requested the late penalty be waived. Council Member Jeremy Boka motioned approval to waive the late fee.

Roll Call Vote:

  1   Boka   Y   Mertz   Y   O'Connor   2   Sloan   Y   Willey (5-0)

Mayor Conkling reminded all in attendance that the utility bill is due each month on the 3<sup>rd</sup>.

Regardless of whether the bill makes it to your attention, you can always get the balance amount from staff at City Hall and pay the utility bill by the 3<sup>rd</sup>.

5. **Chris Voggesser, Make-A-Wish Foundation, to discuss Jolly Holiday Lights event**

Mr. Voggesser shared that 37,129 cars went through the Make-A-Wish Jolly Holiday Lights display. This will allow for 55 wishes to be granted.

6. **Altoona 150 Committee to give presentation**

Tim Burget presented information on the Altoona 150 committee and requested money to be able to beginning booking venues, entertainment, etc. Mr. Burget shared that the event will take place July 26-29, 2018. Council Member Dean O'Connor motioned approval for \$50,000 to help fund the event and asked Mr. Burget to come back if more monies are needed in the future.

Roll Call Vote:

  1   Boka   Y   Mertz   Y   O'Connor   2   Sloan   Y   Willey (5-0)

7. **Resolution #02-06-2017 #01 TO CONSIDER A PRELIMINARY PLAT FOR TUSCANY PLAT 4**

Community Development Director John Shaw explained this is a re-plat of the preliminary plat for a small portion of Tuscany Plat 3, renamed Plat 4. Under the existing plat, a basement was dug and walls poured. It was determined that the wall was too close to the east property line. This plat corrects for that by shortening Lots 1 and 2, east to west allowing for proper side yard setbacks.

Roll Call Vote:

  Y   Boka   1   Mertz   2   O'Connor   Y   Sloan   Y   Willey (5-0)

8. Resolution #02-06-2017 #02 TO CONSIDER A FINAL PLAT FOR TUSCANY PLAT 4  
Roll Call Vote:  
2 Boka Y Mertz Y O'Connor Y Sloan 1 Willey (5-0)
9. Resolution #02-06-2017 #03 TO CONSIDER A PRELIMINARY PLAT FOR BROOKHAVEN ESTATES PLAT 1  
Keith Weggen with Civil Design Advantage, 3405 SE Crossroads Dr. #G, Grimes, explained the owner, Diamond Development is seeking preliminary plat approval for Brookhaven Estates Plat 1. The property is located west of Clay Estates, north of 36<sup>th</sup> Street SW, south of Ironwood South. The proposed plat layout 203 single-family lots on 78.5 acres.  
Roll Call Vote:  
Y Boka 1 Mertz Y O'Connor 2 Sloan Y Willey (5-0)
10. Resolution #02-06-2017 #04 TO CONSIDER A PRELIMINARY PLAT FOR EASTPOINTE PARKWAY PLAT 5  
Keith Weggen with Civil Design Advantage, 3405 SE Crossroads Dr. #G, Grimes, explained Kum & Go is proposing to construct a new convenience store at the northwest corner of 1<sup>st</sup> Avenue North and Adventureland Drive NW. The property is 2.34 acres in size and is zoned C-2 (General Commercial). Presently there are two lots with a variety of easements including an ingress/egress easement. Kum & Go would like to combine the two lots and build on the newly created lot.  
\*Siobhan Harman with Kum 'n Go, 6400 Westtown Parkway, West Des Moines, provided information about the building.  
\*Council Member Kyle Mertz motioned approval subject to legal documents being received and reviewed.  
Roll Call Vote:  
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)
11. Resolution #02-06-2017 #05 TO CONSIDER A FINAL PLAT FOR EASTPOINTE PARKWAY PLAT 5  
Roll Call Vote:  
Y Boka Y Mertz 2 O'Connor Y Sloan 1 Willey (5-0)
12. Resolution #02-06-2017 # 06 TO CONSIDER A SITE PLAN FOR KUM & GO AT 1430 1<sup>ST</sup> AVENUE NORTH  
Roll Call Vote:  
1 Boka Y Mertz 2 O'Connor Y Sloan Y Willey (5-0)
13. Consider event request for Power of Hope Festival on Saturday June 24, 2017 at Civic Plaza  
Kyle Roberts, 3985 Sage St., Des Moines, explained this event is being hosted by Stories for Tomorrow, a non-profit organization raising money for suicide awareness and prevention. This is their first large event in Altoona and they expect 500-1000 people. Their event will include a stage for bands, food vendors, craft beers, and kids events.  
Roll Call Vote:  
2 Boka Y Mertz 1 O'Connor Y Sloan Y Willey (5-0)
14. Consider event requests from Hy-Vee for Easter Egg Scramble on April 8, 2017, and Ladies Night on September 8, 2017, both at Civic Plaza  
Rachel Matson and Allysa Ballantini with Hy-Vee, 108 8<sup>th</sup> St. SW, are proposing two events, the annual Easter Egg Scramble they have held for a number of years. The other is their second annual Ladies Night event in September.  
Roll Call Vote:  
Y Boka Y Mertz 1 O'Connor Y Sloan 2 Willey (5-0)

15. Consider event request for CAP Theatre Shakespeare in the Park (July 24 - August 2 from 3pm - 9pm for rehearsals; Performances will be August 3 - 5 from 3pm - 9pm and August 6 from noon - 6pm.)

Rachelle Spencer and Chris Lynn representing CAP Theatre, 201 1<sup>st</sup> Ave. S, is again proposing to hold a summer Shakespeare event in Haines Park utilizing the stage area.

Roll Call Vote:

Y Boka 1 Mertz 2 O'Connor Y Sloan Y Willey (5-0)

16. Consider Consent Agenda

a) Allow Bills

b) Resolution #02-06-2017 #07 TO SET EMS MILEAGE FEES & FIRE RE-INSPECTION FEE SCHEDULE

c) Resolution #02-06-2017 #08 APPROVING REQUESTS FOR TAX ABATEMENT

d) Resolution #02-06-2017 #09 APPROVING A TRANSFER FROM THE GENERAL FUND AND SEWER FUND TO THE EQUIPMENT REPLACEMENT FUND

e) Resolution #02-06-2017 #10 APPROVING TRANSFER FROM CIP 301 & CIP 302 FUND TO THE CIP 310 FUND

f) Resolution #02-06-2017 #11 SETTING DATE FOR PUBLIC HEARING ON 2017A AMENDMENT TO URBAN RENEWAL PLANT ALTOONA URBAN RENEWAL AREA

g) Consider approval of submittal for Prairie Meadows Community Betterment Grant application for Trail Informational Hub/Kiosk

h) Consider approval of professional services agreement with Civil Design Advantage for Spring Creek West Watershed Study

i) Set Public Hearing for Monday, February 20, 2017 at 6:30 pm to consider vacating public right-of-way on 11<sup>th</sup> Street NW, east of Shriner's Parkway

Roll Call Vote:

Y Boka Y Mertz 1 O'Connor Y Sloan 2 Willey (5-0)

17. Beer and Liquor Permits

a) Walmart Supercenter #2764 - Class B Wine Permit (Carryout Wine Includes Native Wine), Class E Liquor License (LE), Class B Beer Permit (Carryout Beer), Sunday Sales  
Lieutenant Jason Ferguson stated there are no violations at this establishment.

Roll Call Vote:

Y Boka P Mertz Y O'Connor 1 Sloan 2 Willey (4-0)

b) Fireside Grille LLC - Class C Liquor License (LC)(Commercial), Catering Privilege, Sunday Sales, Outdoor Sales

Lt. Ferguson stated there are no violations at this establishment.

Roll Call Vote:

Y Boka P Mertz 2 O'Connor 1 Sloan Y Willey (4-0)

c) Wing Nutt Brewing Co. - Class B Beer (BB)(Includes wine coolers), Sunday Sales and Outdoor Sales

Lt. Ferguson stated there are no violations at this establishment.

Roll Call Vote:

Y Boka Y Mertz Y O'Connor 1 Sloan 2 Willey (5-0)

d) Claxons Smokehouse and Grill - Class C Liquor License (LC)(Commercial), Catering Privilege, Sunday Sales and Outdoor Sales

Lt. Ferguson stated there are no violations at this establishment.

Roll Call Vote:

Y Boka Y Mertz 2 O'Connor 1 Sloan Y Willey (5-0)

e) Casey's General Store #2916 - Class C Beer Permit (BC), Sunday Sales

Lt. Ferguson stated there are no violations at this establishment.

Roll Call Vote:

Y Boka Y Mertz Y O'Connor 1 Sloan 2 Willey (5-0)

18. Department Head Reports & Updates

\*Public Works Director Scott Atzen explained that the he is working with the leagues to get the leases ready for approval. Also, he would be meeting soon with all the necessary departments and Chris Voggesser to review the Jolly Holiday Lights event for next year. The Parks department is working on getting the area cleared for the extension of the Gay Lea Wilson trail. The Street Department is working on getting the streets cleaned of excess sand and salt and also continuing to patch while the weather is nice.

\*Fire Lieutenant Lee Richardson shared that the Safer Grant application should be ready for review tomorrow (Tuesday, 2/7).

\*City Engineer Jon Hanson explained why the appraisal was needed for the land being donated along the trail system. He also updated the council on the 2017 Water Main Replacement Project and 2017 Sump Pump Project which will be starting soon. Mr. Hanson shared that McClure Engineering is working in the Tuscany area to fix the drainage issue.

\*Director Shaw gave an update on the Bob & Sharon Townsend property. He also gave update on the Outlet Mall.

19. General Business Items/Reports and Updates

\*Council Member Vernon Willey shared that he attended the Parks Board Meeting last week. One of the discussion items was whether the city should be charging a rental fee for Civic Plaza for events that are not city sponsored or the money being raised doesn't benefit the citizens of Altoona. He also shared that MPO is currently reviewing the membership fee for the participating cities. The proposal is to go with a fee based on estimates of current populations of the each town.

\*Council Member Mertz stated he was able to enjoy along with several council members the EPIC annual dinner and the BRAVO Gala. He stated that Jon Hanson would be presenting next week at the MPO STP funding request.

\*Council Member O'Connor shared he attend the Taxpayers Association meeting on city budgeting. This provided a great conversation on how cities determine and plan out the budgets. He explained that Metro East Landfill will begin the process of routing the traffic a different direction to make new areas for solid waste disposal. Member O'Connor shared that the Black & Gold Gala was coming up on Friday (2/10) and the Chamber Dinner is the following weekend.

\*Council Member Boka shared the weekend following the Chamber dinner is the City Awards Banquet (Friday, 2/25).

\*City Administrator Mark shared Jon Hanson and he had met with representatives from Gilcrest-Jewett to explain the project scope in the area. Administrator Mark stated that he will have information ready to present at the next council work session. He also stated that he has been assigned to the DART Task Force. They are currently working on the representation of the governing board.

\*City Clerk Randy Pierce shared the budget will be ready for approval at the March 6, 2017 council meeting. He also stated that Altoona has been chosen for two upcoming audits: Iowa DOT Title 6 and IRS audit on the 1<sup>st</sup> Ave. South bond refinancing.

20. Adjourn at 7:37p.m.

Roll Call Vote:

Y Boka 1 Mertz 2 O'Connor Y Sloan Y Willey (5-0)

Attest to:

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Amy S. Hill, Secretary

\_\_\_\_\_  
J.M. Skip Conkling, Mayor