

CITY OF ALTOONA COUNCIL MEETING  
MONDAY, MARCH 4, 2019, 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, Jason Ferguson, Jared Ogbourne, John Shaw, Jon Hanson, Jim Utter, Scott Atzen, Tony Chambers, Amy Hill, City Attorney Bob Laden, Todd Trobaugh, Steve Harris

**Audience Present:** David Cusic, Joe Shepherd, Cody Poffenberger, Laurie Featherstone, Alex Payne, Marcus Dawson, Lindsey Dawson, Sheryl McWilliams, Zach Nunn, Brian Lohse, Jack Halter, Eric Cannon

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

Mayor Dean O'Connor requested the agenda be approved as presented.

**Roll Call Vote:**

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

3. **Consider approval of February 18 and 25, 2019 Council Minutes**

**Roll Call Vote:**

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

4. **Swear in Officer Steve Harris for promotion to Sergeant**

5. **Citizens request to address council**

\*Laurie Featherstone, 1206 4<sup>th</sup> St. SW, Altoona, addressed the council in regards to a pothole she struck on Adventureland Drive. She requested the council reimburse her for the amount the city's insurance company denied. Council Member Jeremy Boka requested city staff to resubmit the claim to the city's insurance for further review.

\*Jack Halter, 1785 Highland Circle SW, Altoona, addressed the council in regards to a change in the types of housing allowed in his neighborhood. Mayor O'Connor stated the request was not approved by the Planning and Zoning Commission and Mr. Halter will be notified if it comes in front of the council.

6. **Representative Brian Lohse and Senator Zach Nunn to provide council with legislative update**

7. **Public hearing for fiscal year 2019-2020 budget estimate**

City Clerk Randy Pierce explained the City of Altoona FY 19/20 budget has been prepared with no tax levy increase.

Hearing opened at 7:02pm

Comments: No one came forward to speak.

Hearing closed at 7:02pm

8. **Resolution #03-04-2019 #01 TO ADOPTING THE CITY OF ALTOONA'S ANNUAL BUDGET FOR THE YEAR ENDING JUNE 30, 2020**

**Roll Call Vote:**

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

9. **Public hearing to dispose of public property described as GEO Parcel 7922-19-400-003 and consider development agreement for the above parcel of land**  
City Administrator Jeff Mark stated this is a public hearing to consider the disposal of publicly owned property and to negotiate a development agreement with the lowest responsible bidder for a residential plat and public improvements for 5.621 acres on the north side of the Spring Creek Sports complex. Proposals have been received from two developers. To provide a fair and equitable opportunity, staff is recommending the hearing be opened and continued. Then, staff will assign a day and time to receive sealed bids from the two developers in the next two weeks.  
**Hearing opened at 7:06pm**  
Council Member Jeremy Boka motioned to continue the hearing.
10. **Resolution to approve the disposal of city property and work with land buyer on a development agreement**  
No action taken.
11. **Resolution #03-04-2019 #02 TO APPROVE A SITE PLAN FOR DAWSON CHIROPRACTIC - 706 8<sup>th</sup> Street SW**  
Community Development Director John Shaw explained the owner of Dawson Chiropractic, Marcus Dawson, is proposing to purchase the property owned by Sheryl McWilliams at 706 8<sup>th</sup> Street SW. Eric Cannon of Snyder and Associates, 2727 SW Snyder Blvd., Ankeny, stated Mr. Dawson is seeking site plan approval to operate his business in the single-family home located next to the library.  
**Roll Call Vote:**  
Y Boka 1 Duer 2 Leighter Y Mertz Y Willey (5-0)
12. **Resolution #03-04-2019 #03 TO APPROVE A SITE PLAN AMENDMENT FOR 3215/3221 ADVENTURELAND DRIVE - BIG FOOT/OLD MCDONALD'S SITES**  
Director Shaw stated the owner, Clampet Corner LLC, is seeking site plan approval for the properties located at 3215 and 3221 Adventureland Drive NW. The properties are the Bigfoot restaurant and the old McDonalds site.  
**Roll Call Vote:**  
1 Boka Y Duer Y Leighter 2 Mertz Y Willey (5-0)
13. **Resolution #03-04-2019 #04 TO APPROVE A SITE PLAN AMENDMENT FOR AN OUTDOOR PATIO AT 2601 ADVENTURELAND DRIVE - JETHRO'S N' JAKE'S SMOKEHOUSE**  
Director Shaw explained the owner of Jethro's n' Jake's Smokehouse is seeking site plan approval for an outdoor patio seating area on the Southwest side of the restaurant. The patio will have seating for 30 and it will have a wrought iron fence to enclose the area. Staff has rechecked the parking requirement and confirms that they have 75 stalls and only 63 stalls are required. Council Member Vern Willey subject to finishing up the code compliance issues, obtaining a permit for the storage area and bricking the storage area.  
**Roll Call Vote:**  
Y Boka Y Duer Y Leighter 2 Mertz 1 Willey (5-0)
14. **Resolution #03-04-2019 #05 TO APPROVE THE WOLF CREEK 28E AGREEMENT REGARDING SANITARY SEWER USAGE AND FLOW ALLOCATION**  
Public Utilities Director Jim Utter stated this is a 28E agreement between the City of Altoona and the City of Bondurant to provide sanitary sewer service through a connection to the existing Altoona sanitary sewer system. The agreement provides that the City of Bondurant will be allowed to flow sanitary sewer service through the City of Altoona's sanitary sewer system at a rate not to exceed 250,000 gallons per day, (0.25mgd).  
**Roll Call Vote:**  
Y Boka Y Duer Y Leighter 1 Mertz 2 Willey (5-0)

15. Consider an event request from the Altoona Chamber of Commerce for the Wine and Craft Beer Fest, Friday, June 7<sup>th</sup> held at the Civic Plaza  
Roll Call Vote:  
2 Boka Y Duer Y Leighter 1 Mertz Y Willey (5-0)
16. Consider an event request Altoona Chamber of Commerce for the Nippy Hippy 5k, Saturday, November 2<sup>nd</sup>  
Roll Call Vote:  
Y Boka 1 Duer 2 Leighter Y Mertz Y Willey (5-0)
17. Consider an event request from CAP Theatre to use the stage at Haines Park from July 15-28 for practices and outdoor performances  
Roll Call Vote:  
Y Boka 2 Duer Y Leighter Y Mertz 1 Willey (5-0)
18. Consider an event request from Hy-Vee to hold their annual Easter Egg Scramble at Civic Plaza on Saturday, April 6<sup>th</sup>  
Roll Call Vote:  
2 Boka Y Duer Y Leighter Y Mertz 1 Willey (5-0)
19. Consider Consent Agenda
- a) Allow Bills
  - b) Capital Projects
    - B1) Change Order #2 - Elder Corp. - Adventureland Drive Improvement Project - \$60,273.77
  - c) Consider approval agreement with Berwick Water Association
  - d) Resolution #03-04-2019 #06 ACCEPTING PUBLIC IMPROVEMENTS (PRAIRIE CROSSING PLAT 5 PHASE 2 - PUBLIC SANITARY SEWER/STORM SEWER/WATER MAIN/PAVEMENT)
  - e) Resolution #03-04-2019 #07 ACCEPTING PUBLIC IMPROVEMENTS (AMBROSE PLACE PLAT 2 - PUBLIC SANITARY SEWER)
  - f) Resolution #03-04-2019 #08 ACCEPTING PUBLIC IMPROVEMENTS (AMBROSE PLACE PLAT 2 - WATER MAIN IMPROVEMENTS)
  - g) Resolution #03-04-2019 #09 TO PURCHASE LAND BY WARRANTY DEED FOR CONSTRUCTION OF THE 1<sup>ST</sup> AVENUE RECONSTRUCTION PROJECT (BRYAN J. FIX & ASHLEY N. FIX - \$16,484.91)
  - h) Resolution #03-04-2019 #10 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT FOR CONSTRUCTION OF THE 1<sup>ST</sup> AVENUE RECONSTRUCTION PROJECT (CHRISTOPHER & MICHELE AGAN - \$660.00)
  - i) Resolution #03-04-2019 #11 ACCEPTING TEMPORARY CONSTRUCTION EASEMENT FOR CONSTRUCTION OF THE 1<sup>ST</sup> AVENUE RECONSTRUCTION PROJECT (STONE PRAIRIE PLEX, LLC - \$775.00)
  - j) Resolution #03-04-2019 #12 ACCEPTING PERMANENT PUBLIC UTILITY EASEMENT FOR CONSTRUCTION OF THE 1<sup>ST</sup> AVENUE RECONSTRUCTION PROJECT (KIRK & LORI DUER - \$5,250.00)
  - k) Resolution #03-04-2019 #13 APPOINTING DAVE GARRISON AS THE CITY OF ALTOONA'S REPRESENTATIVE TO THE POLK COUNTY AVIATION AUTHORITY
  - l) Consider professional services agreement with Snyder and Associates (Altoona City Hall - Platting)
  - m) Consider professional services agreement with Snyder and Associates (8<sup>th</sup> Street SW Traffic Signal Timing)
  - n) Consider professional services agreement with Snyder and Associates (34<sup>th</sup> Avenue SW Widening Project)
  - o) Consider approval of the following league leases:
    - O1) Campus Spring Wee Ball
    - O2) Campus Fall Wee Ball
    - O3) Campus Flag Football

- O4) Altoona Girls Softball
  - O5) SEP Youth Tackle Football
  - O6) Rams Baseball Club
  - O7) Altoona Youth Soccer
  - O8) Altoona Baseball League
- p) Set public hearing for Monday, March 18, 2019 at 6:30 pm to consider a rezoning request from Opus Development Co. to rezone 34.5 acres of the Goodwin property from A-1 (Agricultural) to M-1 (Limited Industrial)
- q) Set public hearing for Monday, March 18, 2019 at 6:30 pm to consider a PUD amendment for Tuscany Reserve LLC amending the John Altman PUD development plan to revise the lot numbers and widths in the SE portion of the development
- r) Set public hearing for Monday, March 18, 2019 at 6:30 pm to consider vacating and selling a 0.03 acre triangle shaped parcel of unneeded ROW located on the east side of 34<sup>th</sup> Ave SW to Lion Development Company
- s) Set public hearing for Monday, March 18, 2019 at 6:30 pm to consider a rezoning request from Lion Development Co. to rezone 5.66 acres from A-1 (Agricultural) to C-2 (General Commercial)
- t) Set public hearing for Monday, March 18, 2019 at 6:30pm to consider development agreement for Spring Creek Ridge Utility Extension

Roll Call Vote:

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

20. Beer and Liquor Permits

- a) Monterrey, LLC - Class C Liquor License (LC)(Commercial), Sunday Sales  
Lieutenant Tony Chambers state there were no violations at this establishment.

Roll Call Vote:

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

21. Department Head Reports & Updates

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

22. General Business

\*Council Member Boka shared that Bondurant had applied for the MPO transportation grant.

\*Council Member Scott Leighter shared that Bondurant is interested in meeting to discuss items of mutual concern.

\*Mayor O'Connor shared Metro Waste Authority is celebrating 50 years of service. Also, he stated that he has spoken with City of Clive in regards to recent proposed changes from the Des Moines Convention and Visitors Bureau.

23. Adjourn at 7:44pm

Roll Call Vote:

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

Attest to:

\_\_\_\_\_  
 Amy S. Hill, Secretary

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