

CITY OF ALTOONA COUNCIL MEETING
MONDAY, AUGUST 21, 2017, 6:30 P.M.
AT THE ALTOONA CITY HALL

1. CALL TO ORDER

Roll Call at 6:30 pm

Mayor - present

Boka - present

Mertz- present

O'Connor - present

Sloan- absent

Willey - present

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

Audience Present: Phyllis Murphy, Pat Murphy, Kathy Murphy, Melissa Horton, Alex Payne, Shelley Payne, Nettie Payne, Joe Shepherd, Penny Shepherd, Tim Burget, Nick Halfhill, Josh Trystadt

2. Perfecting and approval of the agenda

City Clerk Randy Pierce requested swearing in of a new police officer be added to the agenda.

Roll Call Vote:

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

3. Approval of August 7, 2017 Council Minutes

Roll Call Vote:

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

4. Citizens request to address council

*No one came forward to speak.

5. Public Hearing to consider a development plan amendment for Meadow Vista South to include low, medium and high density residential uses to include single-family homes, townhomes, apartments, senior living, a church use, and public open space.

Hearing opened at 6:31pm

Comments: Nick Halfhill of Landmark Development Services, 9550 Hickman Rd, Suite 100, Clive, explained, Altoona Development LLC and Landmark Development Services, are seeking to amend the development plan for Meadow Vista South. The development is located south of the existing Meadow Vista and an eastern extension of the Brookfield Estates development. Overall, the plan lowers the total number of units from 603 to 478.

Hearing closed at 6:38pm

** Council Member Michelle Sloan arrived at 6:36pm

6. Resolution #08-21-2017 #01 TO APPROVE DEVELOPMENT PLAN AMENDMENT FOR MEADOW VISTA SOUTH

Roll Call Vote:

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

6a. Mayor Pro-Tem Dean O'Connor swore in new police officer Tyler Moffatt

7. Public Hearing to consider a PUD development plan amendment for Willowbrook Estates

Hearing opened at 6:40pm

Comments: Josh Trystadt, Civil Design Advantage, 3405 SE Crossroads Dr. #G, Grimes, explained the applicant is requesting the council to consider an amendment to the PUD development plan for Willowbrook Estates. The original home builder has backed out of the project and a potential new builder has concerns about fitting his ranch homes onto the lots. The issue is that the lots on the north side of the street are between 117-119 feet deep while the lots on the south side are 125 feet deep. In an effort to keep the setbacks consistent within the plat, they are proposing to

amend the front yard setback for all of the lots to 25 feet, rather than the previously approved 30 feet.

Hearing closed at 6:42pm

8. Resolution #08-21-2017 #02 TO APPROVE A PUD DEVELOPMENT PLAN AMENDMENT FOR WILLOWBROOK ESTATES
Roll Call Vote:
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)
9. Resolution #08-21-2017 #03 TO APPROVE A REVISED PRELIMINARY PLAT FOR WILLOWBROOK ESTATES
Roll Call Vote:
Y Boka 1 Mertz Y O'Connor Y Sloan 2 Willey (5-0)
10. Public Hearing to consider amending Chapter 122 Peddlers, Solicitors, and Transient Merchants
Hearing opened at 6:43pm
Comments: No one came forward to speak.
Hearing closed at 6:44pm
11. Ordinance #08-21-2017 #1 (462) TO AMEND THE 2004 CITY OF ALTOONA CODE OF ORDINANCES AMENDING CHAPTER 122 (PEDDLERS, SOLICITORS, AND TRANSIENT MERCHANTS)(1st Reading)
Police Chief Greg Stallman explained the reasons for the changes and the updates to the ordinance.
Roll Call Vote (1st reading):
1 Boka Y Mertz Y O'Connor 2 Sloan Y Willey (5-0)
Roll Call Vote (To waive 2nd & 3rd reading):
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)
Roll Call Vote (To publish):
Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)
12. Resolution #08-21-2017 #04 TO ESTABLISH FEES FOR CHAPTER 122 - PEDDLERS, SOLICITORS, AND TRANSIENT MERCHANTS
Roll Call Vote:
1 Boka Y Mertz Y O'Connor Y Sloan 2 Willey (5-0)
13. Public Hearing for August 21, 2017 at 6:30 pm to consider amending Chapters 162, 165, and 168 to address short term residential rentals and the Housing Code
Director Shaw explained this is a Public Hearing to consider amendments to three related ordinances. Chapters 162, 165 and 168 all address short term residential rentals and the Housing Code. This is in response to complaints from neighbors. It is modeled after amendments West Des Moines recently made. The general idea is that you can rent rooms in your house only if the owner lives there and is present there during the duration of the stay. To gain approval to do so, homeowners would have to apply to the Board of Adjustment for approval, providing staff a mechanism to contact neighbors so they could have input. They would also have to seek a rental certificate so we could make sure the home is safe.
Hearing opened at 6:49pm
Comments: No one came forward to speak.
Hearing closed at 6:50pm

14. Ordinance #08-21-2017 #2 (463) TO AMEND THE 2004 CITY OF ALTOONA CODE OF ORDINANCES AMENDING CHAPTERS 162 (HOUSING CODE)(1st Reading)
Roll Call Vote (1st reading):
Y Boka 1 Mertz Y O'Connor Y Sloan 2 Willey (5-0)
Roll Call Vote (To waive 2nd & 3rd reading):
Y Boka 1 Mertz Y O'Connor 2 Sloan Y Willey (5-0)
Roll Call Vote (To publish):
Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)
15. Ordinance #08-21-2017 #3 (464) TO AMEND THE 2004 CITY OF ALTOONA CODE OF ORDINANCES AMENDING CHAPTERS 165 (ZONING CODE - GENERAL PROVISIONS)(1st Reading)
Roll Call Vote (1st reading):
Y Boka 1 Mertz Y O'Connor Y Sloan 2 Willey (5-0)
Roll Call Vote (To waive 2nd & 3rd reading):
Y Boka 1 Mertz Y O'Connor 2 Sloan Y Willey (5-0)
Roll Call Vote (To publish):
Y Boka 1 Mertz Y O'Connor 2 Sloan Y Willey (5-0)
16. Ordinance #08-21-2017 #4 (465) TO AMEND THE 2004 CITY OF ALTOONA CODE OF ORDINANCES AMENDING CHAPTERS 168 (ZONING CODE - DISTRICT REGULATIONS)(1st Reading)
Roll Call Vote (1st reading):
Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)
Roll Call Vote (To waive 2nd & 3rd reading):
Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)
Roll Call Vote (To publish):
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)
17. Consider request to waive sewer fees at 218 35th St. SE
City Administrator Jeff Mark stated we have received a request to waive sewer fees for the property located at 218 35th St. SE. This request is different from past requests and explained the situation. Council Member Kyle Mertz motioned to waive the sewer fees in the amount of \$432.47.
Roll Call Vote:
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)
18. Consider request from SEP Dollars for Scholars to hang a banner on the pedestrian bridge from approximately September 25 - October 6
Council Member Jeremy Boka motioned approval subject to the SEP Dollars for Scholars committee members and Altoona Chamber of Commerce coordinate the dates for hanging the banners for their events since the time frames overlap.
Roll Call Vote:
1 Boka 2 Mertz Y O'Connor Y Sloan Y Willey (5-0)
19. Council to consider Altoona 150 parade route
Tim Burget, representing the Altoona 150 committee explained they are seeking parade route approval for the event. They are proposing to hold the parade on 8th Street, starting at the Campus and terminating at the Youth Complex. He explained that committee members have spoken with business owners adjacent to the street and approximately 95% are agreeable to having the route on 8th St. The parade will last two hours. A lane will be available for emergency vehicles and candy will be handed out and not thrown from the floats. He also understands the plan is still a work in progress depending on the 8th St. reconstruction project that begins in 2018. City Administrator Mark shared our liability insurance provider has reviewed both the 8th Street and 13th Street routes and prefers the 8th Street route for public safety reasons.
Roll Call Vote:
2 Boka 1 Mertz Y O'Connor Y Sloan Y Willey (5-0)

20. Consider Consent Agenda
- a) Allow Bills
 - b) Resolution #08-21-2017 #05 TO APPROVE TAX ABATEMENT REQUESTS
 - c) Resolution #08-21-2017 #06 TO ACCEPT OFF-SITE EASEMENTS FOR STORM SEWER, PUE, AND SANITARY SEWER AS PART OF BROOKHAVEN ESTATES PLAT 1
 - d) Resolution #08-21-2017 #07 APPROVING SPECIAL ASSESSMENT SCHEDULE FOR DELINQUENT WATER ACCOUNTS
 - e) Resolution #08-21-2017 #08 TO ACCEPT PERMANENT SANITARY SEWER EASEMENT FOR CONSTRUCTION OF THE NE 54TH STREET SANITARY SEWER PROJECT
 - f) Set Public Hearing for Tuesday, September 5, 2017 at 6:30 pm to consider vacating and selling City sidewalk right-of-way adjacent to Lots 39-44 of Altoona Village Plat 1 Revised
 - g) Set Public Hearing for Tuesday, September 5, 2017 at 6:30 pm to consider plans, specifications, and form of contract for Adventureland Drive widening project
 - h) Consider moving City Council meeting from Monday, September 4th to Tuesday, September 5th due to Labor Day holiday
- Roll Call Vote:
1 Boka Y Mertz Y O'Connor 2 Sloan Y Willey (5-0)

21. 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 and Director Shaw.

22. Update on Prairie Crossing

23. General Business Items/Reports and Updates
- *City Administrator Mark shared that the City of Des Moines had approved the DART governance board.
 - *City Clerk Pierce explained there is a bid opening for Adventureland Drive Project tomorrow (Tuesday, 8/22).
 - *Council Member Mertz gave an update on the MPO

24. Adjourn at 7:12pm
Roll Call Vote:
Y Boka Y Mertz Y O'Connor 2 Sloan 1 Willey (5-0)

Attest to: _____
Amy S. Hill, Secretary

Dean O'Connor, Mayor Pro-Tem