

CITY OF ALTOONA COUNCIL MEETING
TUESDAY, SEPTEMBER 4, 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

Leigher - present

Willey - present

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

Audience Present: Joe Shepherd, Erin Griffin, David Cusic, Bruce Mason, Alex Payne, Dean Roghair, Aaron Griffin, Brandon Stubbs

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

Mayor Dean O'Connor requested to approve the agenda as presented.

Roll Call Vote:

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

3. **Approval of August 20 and 27, 2018, council minutes**

Roll Call Vote:

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

4. **Citizens request to address council**

No one came forward to speak.

5. **Public hearing to consider plans, specifications and form of contract for the 1st Ave. Storm Outlet Project**

City Engineer Jon Hanson explained this is a public hearing pertaining to the plan, specification and form of contract for the 1st Avenue North Utilities project. The project includes the construction of storm sewer, water mains and sanitary sewer lines in preparation for the reconstruction of 1st Avenue North. A total of 8 bids were received with the low bid submitted by Halbrook Excavating of Ankeny, Iowa in the amount of \$641,000. The engineer's estimate was \$700,000.

Open hearing: 6:31pm

Comments: No one came forward to speak.

Closed hearing: 6:32pm

6. **Resolution #09-04-2018 #01 TO APPROVE PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR THE 1ST AVE. STORM OUTLET PROJECT**

Roll Call Vote:

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

7. **Resolution #09-04-2018 #02 TO APPROVE THE CONTRACT AND BOND FOR THE 1ST AVE. STORM OUTLET PROJECT**

Council Member Kyle Mertz motioned approval subject to City Attorney Bob Laden approving the contract and bond.

Roll Call Vote:

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

8. **Resolution #09-04-2018 #03 TO AWARD THE CONTRACT FOR THE 1ST AVE. OUTLET PROJECT**
Council Member Mertz motioned approval subject to City Attorney approving contract.
Roll Call Vote:
Y Boka Y Duer Y Leighter 1 Mertz 2 Willey (5-0)
9. **Public hearing to consider plans, specifications and form of contract for the Altoona Community Room Remodel project**
Community Development Director John Shaw explained this is a public hearing to consider the plan, specifications, form of contract an estimated costs for the Altoona Community room remodel. The project involves the renovation of the former Townsend home into a community center, with meeting spaces and to serve as the host site for the Polk County Senior Meal site. A total of six bids were received with the low bid submitted by Two Rivers Group, of Altoona, Iowa, in the amount of \$724,600. The estimated cost was \$704,548. A difference of \$20,548. The next lowest bid was approximately \$22,000 higher.
Open hearing: 6:33pm
Comments: No one came forward to speak.
Closed hearing: 6:33pm
10. **Resolution #09-04-2018 #04 TO APPROVE PLANS, SPECIFICATIONS AND FORM OF CONTRACT FOR THE ALTOONA COMMUNITY ROOM REMODEL PROJECT**
Roll Call Vote:
Y Boka 2 Duer P Leighter 1 Mertz Y Willey (4-0-1)
11. **Resolution #09-04-2018 #05 TO APPROVE THE CONTRACT AND BOND FOR THE ALTOONA COMMUNITY ROOM REMODEL PROJECT**
Council Member Jeremy Boka motioned approval subject to City Attorney Laden approving the contract and bond.
Roll Call Vote:
1 Boka 2 Duer P Leighter Y Mertz Y Willey (4-0-1)
12. **Resolution #09-04-2018 #06 TO AWARD THE CONTRACT FOR THE ALTOONA COMMUNITY ROOM REMODEL PROJECT**
Council Member Jeremy Boka motioned approval subject to City Attorney Laden approving the contract.
Roll Call Vote:
1 Boka Y Duer P Leighter Y Mertz 2 Willey (4-0-1)
13. **Resolution #09-04-2018 #07 APPROVING A PRELIMINARY PLAT FOR EASTPOINTE PARKWAY PLAT 6**
Snyder and Associates Engineer Aaron Griffin, 2626 Snyder Blvd., Ankeny, explained F & S Rosenberger, LLC is seeking preliminary plat approval for Eastpointe Parkway Plat 6. The property is located south of the Eastpointe Center Phase 1 on Adventureland Drive NW on the west side of 1st Avenue North. They are proposing a two-lot commercial plat on 2.49 acres. The property is zoned Conditional C-2 (General Commercial). There is a possible retail/restaurant development on lot 1.
Roll Call Vote:
Y Boka Y Duer Y Leighter 1 Mertz 2 Willey (5-0)
14. **Resolution #09-04-2018 #08 APPROVING A FINAL PLAT FOR EASTPOINTE PARKWAY PLAT 6**
Council Member Mertz motioned approval subject to legal documents being reviewed and approved.
Roll Call Vote:
2 Boka Y Duer Y Leighter Y Mertz 1 Willey (5-0)

15. Resolution #09-04-2018 #09 APPROVING A PRELIMINARY PLAT FOR SPRING CREEK RIDGE NORTH PLAT 1
Brandon Stubbs with Pelds Engineering, 2323 Dixon St., Des Moines, explained the property is 18 acres in size and is located on the west side of 14th Avenue SE and south of 24th Street SE. The property is zoned R-5 (Planned Unit Development). The plat layouts 67 single-family lots along an "L" shaped street. Lots 1-39 are a minimum 54-feet wide, and lots 40-67 are a minimum 65-feet wide.
Roll Call Vote:
1 Boka Y Duer Y Leighter Y Mertz 2 Willey (5-0)
16. Resolution #09-04-2018 #10 APPROVING A FINAL PLAT FOR SPRING CREEK RIDGE PLAT 2
Council Member Vern Willey motioned approval subject to receiving legal and inspection fees.
Roll Call Vote:
2 Boka Y Duer Y Leighter Y Mertz 1 Willey (5-0)
17. Resolution #09-04-2018 #11 APPROVING A SITE PLAN ADDITION FOR HY-VEE FAST AND FRESH FOOD STORAGE LOCKERS AND CANOPY
Director Shaw explained Hy-Vee is requesting a site plan amendment to add food lockers and a canopy at their Hy-Vee Fast and Fresh location. The lockers will hold on-line orders waiting for pick up. The canopy and lockers are east of the fuel canopy. There will be a brick screening wall constructed to screen the lockers from the public right of way.
Roll Call Vote:
1 Boka 2 Duer Y Leighter Y Mertz Y Willey (5-0)
18. Resolution #09-04-2018 #12 APPROVING A SITE PLAN AMENDMENT FOR CORNER MARKET
Director Shaw stated this is a site plan amendment for the Corner Market site plan. Changes include removing the drive-thru, increasing the square footage of the building from 5,308 sf to 6,478 sf, and adding a patio on the east side of the building. They still have 77 parking stalls shown, quite a few more than required.
Roll Call Vote:
Y Boka Y Duer 2 Leighter Y Mertz 1 Willey (5-0)
19. Resolution #09-04-2018 #13 APPROVING A FINAL PLAT FOR BROOKHAVEN ESTATES PLAT 2
Director Shaw explained the owner, Diamond Development, is seeking final plat approval for Brookhaven Estates Plat 2. The property is 16.68 acres in size and is located west of Clay Estates, north of 36th Street SW, south of Ironwood South. The property is zoned R-5 (PUD). The plat includes 40 single-family lots and three Outlots for storm water detention and trail extensions. All of the lot sizes meet the minimum 8,750 square feet and are at least 70 foot wide.
Roll Call Vote:
Y Boka Y Duer 2 Leighter 1 Mertz Y Willey (5-0)
20. Resolution #09-04-2018 #14 APPROVING A PRELIMINARY PLAT FOR MAGNOLIA PLAT 1
Civil Design Advantage Engineer Dean Roghair, 3405 SE Crossroad, Suite G, Grimes, explained the applicant, Temple Holdings, LP, is seeking preliminary plat approval for Magnolia Plat 1. The property is 9.12 acres in size and is located south of Fieldstone on the south side of 36th Street SE and east of 1st Avenue South. The plat lays out 48 single-family lots. These are the smart homes that have a minimum lot size of 3,750 square feet and a 46-foot lot width. Council Member Boka motioned approval requiring the 6 foot sidewalk be constructed along 4th Avenue SE.
Roll Call Vote:
1 Boka Y Duer Y Leighter Y Mertz 2 Willey (5-0)

21. Resolution #09-04-2018 #15 APPROVING A PLAT OF SURVEY FOR PARCEL 2018-184, THE SOUTH 2.90 FEET OF THE LOT 36, BROOKHAVEN ESTATES PLAT 1
Director Shaw explained the owners of Lot 37 need to purchase 2.90 feet of Lot 36 to gain the extra width to meet their side yard setback. This will still allow the new home on Lot 36 to meet a 7-foot setback.
 Roll Call Vote:
Y Boka 2 Duer Y Leighter 1 Mertz Y Willey (5-0)
22. Resolution #09-04-2018 #16 APPROVING RECORD OF LOT TIE FOR LOT 37 & PARCEL 2018-184, BROOKHAVEN ESTATES PLAT 1
Director Shaw stated this action ties the new parcel to the Lot so they cannot be sold independently from each other.
 Roll Call Vote:
Y Boka 2 Duer Y Leighter Y Mertz 1 Willey (5-0)
23. Resolution #09-04-2018 #17 APPROVING THE FINAL LUMP SUM PRICE RELATED TO THE ACQUISITION AND FINANCING OF THE POLICE FACILITY AND CITY HALL PROJECT AND PROVIDING FOR AND APPROVING EXHIBIT C TO THE PURCHASE AGREEMENT RELATING THERETO
City Clerk Randy Pierce explained this resolution approves the lump sum price of the construction loan that the city needs to build the City Hall / Police Station. The final price won't be known until the project is finished, this is just an estimated budget amount.
 Roll Call Vote:
Y Boka 2 Duer Y Leighter 1 Mertz Y Willey (5-0)
24. Consider an event request for Healthiest State Walk on Wednesday, October 3rd at the Civic Plaza beginning at 6 pm
Bruce Mason, 1500 8th St. SW, representing Healthy Altoona committee explained this is a new route because of trail being closed for City Hall/Police Department construction
 Roll Call Vote:
Y Boka 2 Duer Y Leighter 1 Mertz Y Willey (5-0)
25. Consider an event request for the Cyclocross State Championships at Lions Park on Saturday, December 1, 2018
Mayor O'Connor explained this is the same location as past years.
 Roll Call Vote:
Y Boka Y Duer Y Leighter 2 Mertz 1 Willey (5-0)
26. Consider an event request for SpookyCross at Water Plant #3 on Saturday and Sunday, October 27-28, 2018
Public Works Director Scott Atzen explained this is a new route due to the area closed by the City Hall/Police Department construction. Scott Atzen talked with Bruce Mason to go over the route as the 17th Avenue entrance to the Campus will be closed for the weekend.
 Roll Call Vote:
1 Boka Y Duer 2 Leighter Y Mertz Y Willey (5-0)
27. A) Allow bills
 B) Capital Projects
 B1) Pay App #14 - Elder Corp. - Adventureland Dr. Improvements - \$135,157.09
 B2) Pay App #3 - Jackson Creek - Heritage Homes Phase 1 - \$52,259.50
 C) Consider approval of Kirkham Michael for Supplemental Agreement #3 for 1st Ave. and 24th St. traffic signal project (\$35,000)
 D) Resolution #09-04-2018 #18 APPROVING TAX ABATEMENT REQUESTS
 E) Consider lease agreement with Girls Rugby
 F) Consider indemnification and hold harmless agreement between City of Altoona and Roger Bartelson at 1437 20th Ave. SE in regards to the NPDES General Permit #2

- F) Set a public Hearing for Monday, September 17, 2018 to consider vacating a portion of a public ingress/egress easement in Ironwood Crossing
 - G) Set a public hearing on Monday, September 17, 2018 at 6:30pm to consider plans, specifications and form of contract for the Adventureland Drive Rehabilitation Project
- Roll Call Vote:

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

28. Beer and Liquor Permits

- A) Sam's Bar and Grill, Class C Liquor License (LC)(Commercial), Class B Wine Permit (Carryout - wine - includes Native Wine) Sunday Sales and Outdoor Sales
Lt. Jason Ferguson stated there were no issues with this permit.

Roll Call Vote:

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

- B) Brightside Aleworks, Class B Beer (BB)(Includes Wine Coolers)
Lt. Ferguson stated there were no issues with this permit.

Roll Call Vote:

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

- C) Iowa Craft Beer Tent, Special Event, Outlets of Des Moines, Harvest Fest September 15, 2018, Class B Beer (BB)(Includes Wine Coolers) and Outdoor sales
Lt. Ferguson stated there were no issues with this permit.

Roll Call Vote:

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

29. 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

30. General Business

*Council Member Boka and Mayor O'Connor expressed their thanks for the groundbreaking ceremony for City Hall/Police Station.

*Council Member Mertz gave an update on the MPO.

*Council Member Willey gave an update on DART.

31. Adjourn at 7:12pm

Roll Call Vote:

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

Attest to:

Amy S. Hill, Secretary

Dean O'Connor, Mayor