

**State of Iowa  
City Development Board  
Meeting Minutes of March 14, 2018  
Iowa Economic Development Authority  
200 E. Grand Avenue, 2<sup>nd</sup> Floor Main Conference Room  
Des Moines, Iowa**

**Call to order 1:00 p.m.**

**Present**

Dennis Plautz, Board Chairperson  
Jim Halverson, Board Vice Chairperson\*  
Barbara Brown  
Jay Howe  
Sarah Beatty\*

**Others Present**

Matt Rasmussen, Administrator, City Development Board  
Betty Hessing, Administrative Assistant, City Development Board  
Emily Willits, Iowa Department of Justice  
Luke Parris, Community Development Director, City of Norwalk  
Phil Havens, City Attorney, City of Storm Lake\*  
Keri Navratil, City Manager, City of Storm Lake\*  
Kurt Frederes, Code Enforcement Officer, City of Orange City\*

\*Participated via teleconference

**Introduction by Chairperson, Dennis Plautz**

**Roll Call by Matt Rasmussen, Board Administrator**

All Board Members were present.

**Request for amendments to agenda**

Motion by                 Barbara Brown  
Motion                     I move to approve the agenda as presented.  
Second                   Jay Howe  
Roll Call                 All ayes. Motion approved.

**Consideration of February 14, 2018, business meeting minutes**

Motion by                 Barbara Brown  
Motion                     I move the minutes of February 14, 2018, be approved as  
                                  printed and distributed.  
Second                   Sarah Beatty  
Roll Call                 All ayes. Motion approved.

**New Business**

UA18-02  
Storm Lake

Matt Rasmussen stated this was a 100% voluntary annexation consisting of .861 acres, which does not include an adjacent road right-of-way. The requested annexation parcel is adjacent to the northeastern boundary of the City of Storm Lake and is located south of 600<sup>th</sup> Street and east of Redwood Drive, a private road. The parcel has received sanitary sewer service from the City of Storm Lake for several months, beginning in 2017, pursuant to a contract for such service between Ms. Hopper and the City. That agreement is why they are now requesting voluntary annexation into the City. Garbage hauling service is currently being provided. No use on the land received public water service from any source because the property has a well. Iowa Lakes Electric provides electric service to the property; they have a propane tank for gas. They do not have a telephone land line so they use a cell phone. They do not have internet service. They would receive public services such as police, fire and emergency upon annexation. There is no existing moratorium agreement between the City of Storm Lake and the City of Lakeside. The packet appears to be complete and properly filed.

Phil Havens, City Attorney, and Keri Navratil, City Manager for the City of Storm Lake, participated via phone to answer questions from Board members.

Motion by  
Motion

Jay Howe  
I move the Board find UA18-02 as complete and properly filed and in the public interest and that it be approved.

Second  
Roll Call

Sarah Beatty  
All ayes. Motion approved.

SR25-0118  
Dallas County -  
Waukee

Matt Rasmussen explained that on February 13, 2018, the Board received a letter from Dallas County Board of Supervisors requesting the City Development Board annex in accordance with Iowa Code Section 368.7A, a section of County Road that has not been properly annexed into the City of Waukee. The legal description of the portion of 338<sup>th</sup> Court, along with maps depicting the secondary road which needs annexed to Waukee is in the Board packet. This is apparently a road that did not get annexed when Waukee did an annexation that was approved by the Board in October of 2017. Typically, as a normal course of business when we send out the final paperwork on an annexation, part of the legal description at the bottom, says that all secondary roads are annexed to the centerline, so it's just a matter of normalcy when there is an annexation that abuts up to a secondary road that it goes to the centerline. For some reason, this one did not get captured, so this is the

Motion by Motion	formality to get this portion of road annexed into the City of Waukee.
	Barbara Brown I move that the Board certify that the notification by the Dallas County Board of Supervisors is correct and declare the portion of 338 <sup>th</sup> Court, right-of-way extending to the centerline, be annexed to the City of Waukee.
Second Roll Call	Jim Halverson All ayes. Motion approved.
UA18-04 Orange City	<p>Matt Rasmussen explained this is a 100% voluntary annexation to the City of Orange City. The total area is 56.40 acres, with 12.70 acres being owned by the City of Orange City, an Iowa Municipal Corporation. The City of Orange City is presently looking into developing their entire 12.70 acres into low density residential housing for single family homes. Orange City Area Health System purchased 38.50 acres for future expansion of their assisted living units or development of senior housing units. Robert Wassenaar, Inc. at this time will continue to leave the remaining 2.60 acres as agricultural farmland. The City of Orange City does not at this time have any preliminary lot layouts for review, but has been in discussions with a private developer for the purchased area.</p> <p>The City of Orange City requires the developer to install sanitary sewers, storm sewers and concrete streets with curb and gutter. The City will provide municipal natural gas, potable water, electricity, trash pick-up, police and fire protection. Telecommunications is provided to the area by Frontier, Premier and Long Lines communication centers. The City will also be installing adequately sized water mains to provide for fire hydrants. The area is not subject to an existing moratorium agreement and the packet appears to be complete and properly filed.</p> <p>Kurt Frederes, Code Enforcement Officer for the City of Orange City, was present via teleconference to explain further and answer questions from the Board.</p>
Motion by Motion	Jim Halverson I move the Board find UA18-04 as complete and properly filed and in the public interest and that it be approved.
Second Roll Call	Barbara Brown Howe-no; Beatty-yes; Brown-aye; Halverson-yes; Plautz-yes. Four to one—Motion approved.
UA18-05 Norwalk	Matt Rasmussen explained this was a 100% voluntary annexation request to the City of Norwalk. It's 76.47 acres. The proposed properties requesting to be annexed are identified as future commercial and

residential growth areas for the City of Norwalk and are contiguous to Norwalk's current city boundary.

The Lemar Koethe property currently has city sanitary sewer running through the middle of the property and is expected to develop in the near future. A pre-annexation agreement was entered into between the Bedwell's and the City. Services included in this agreement which the City is to provide include weekly residential solid waste and recycling pickup; weekly residential compost-it pickup; Norwalk City Police coverage; Norwalk City Fire & Rescue coverage; use of parks & recreation programs at city resident rates; City road maintenance; City snow removal from city roadways; City will work with adjacent owners during development to acquire easement for sanitary sewer tap; sanitary sewer tap fee shall be waived by the City (property owner is responsible for all installation costs); City will work to acquire water rights for the Bedwell property; City will waive Water Tap Fee and any charges for water meters, which is a one-time waiver for initial installation of City meters.

The City of Norwalk has an annexation moratorium agreement with Des Moines and this annexation is consistent with that agreement. Mr. Rasmussen reported that this packet does appear to be complete and properly filed.

Luke Parris, Community Development Director for Norwalk, was present to explain further and answer questions from the Board.

Motion by	Jay Howe
Motion	I move the Board find UA18-05 as complete and properly filed and in the public interest and that it be approved.
Second	Barbara Brown
Roll Call	All ayes. Motion approved.

**Petition for Judicial Review, Mount Union. Potential closed session discussion pursuant to Iowa Code 21.5(1)(c).**

Chairperson Plautz asked if we needed to go into closed session and Emily Willits replied that it was up to him. She mainly wanted to make sure the Board was aware that we received a Petition for Judicial Review in the Mount Union matter relating to the payment of the claims that were filed by the Johnson's. Chairperson Plautz asked for a motion to go into closed session under the Section of the Iowa Code listed, which I assume is pending litigation, for discussion with Counsel.

Motion by	Jay Howe
Motion	I so move.
Second	Barbara Brown
	Chairperson Plautz stated that's pursuant to Iowa Code 21.5(1)(c).

Roll Call All ayes. Motion approved.  
Board went into closed session for approximately sixteen minutes and then moved to come back into open session. Chairperson Plautz asked if there were any motions regarding Mount Union, Case Number D17-01.

Motion by Jim Halverson  
Motion I move that we stay the execution of the Board's February 14, 2018, decision on the Johnson's claims, until the Petition for Judicial Review is resolved through the Henry County District Court regarding Case Number D17-01, Mount Union.

Second Barbara Brown  
Roll Call Beatty-yes; Howe-abstain (he did not participate in the original decision); Halverson-yes; Brown-aye; Plautz-yes. Motion passed.

**Staff Reports** Matt Rasmussen reported that sadly, next month will be Sarah Beatty's last meeting with the City Development Board and we hope to see you here. There has been a recommendation or appointment by the Governor's Office for a woman named Chris McKee from Gilmore City to fill vacancy. Chris is the City Clerk at Gilmore City. Gilmore City is just north and west of Fort Dodge and is on the border of Humboldt and Pocahontas Counties. That is pending Senate approval and Matt expects May to be her first Board meeting. Mr. Rasmussen will be in contact with her and try to get her up-to-speed.

Matt Rasmussen reported that potentially we may have annexations for the City of Eldridge and three for Davenport. At this point, there is nothing, but that may change in the next couple weeks. Mr. Rasmussen recommended we schedule our next Board meeting for April 11, 2018, at 1:00 p.m. at IEDA.

**Future Meeting** April 11, 2018, at 1:00 p.m., City Development Board Business Meeting at IEDA, 200 E. Grand Ave., 2<sup>nd</sup> Floor Main Conference Room, Des Moines, Iowa.

**Adjourn** 1:55 p.m.

Respectfully Submitted,  
Betty Hessing, Administrative Assistant