

**State of Iowa  
City Development Board  
Meeting Minutes of November 16, 2016  
Iowa Economic Development Authority  
200 East 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 Chair  
Jay Howe

**Absent**

Barbara Brown  
Sarah Beatty

**Others Present**

Matt Rasmussen, Administrator, City Development Board  
Betty Hessian, Administrative Assistant, City Development Board  
Matthew Oetker, Iowa Department of Justice  
Amy Beattie, Attorney, Brick Gentry Law Firm, Representing City of Mitchellville  
Greg Crocker, City Administrator, City of Mitchellville  
Jon Woods, Mayor, City of Mitchellville  
Tammi Dillavou, City Clerk, City of Mitchellville  
Matthew Flynn, Senior Planning Manager, City of Davenport  
Brad Deets, Development Services Director, City of Waukee  
Frank Smith, Attorney, Frank Smith Law Firm, Representing City of Altoona

**Introduction by Chairperson, Dennis Plautz**

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

Board Members present were Dennis Plautz, Jim Halverson & Jay Howe;  
absent were Barbara Brown and Sarah Beatty.

**Request for amendments to agenda**

|           |  |
|-----------|--|
| Motion by | Jim Halverson                              |
| Motion    | I move to approve the agenda as presented. |
| Second    | Jay Howe                                   |
| Roll Call | All ayes. Motion approved.                 |

**Consideration of October 12, 2016, business meeting minutes**

|           |   |
|-----------|---|
| Motion by | Jim Halverson   |
| Motion    | I move the minutes of October 12, 2016, be approved as printed and distributed. |
| Second    | Jay Howe  |
| Roll Call | All ayes. Motion approved.  |

**New Business**

S/UA16-21  
Waukee

Matt Rasmussen introduced this annexation, stating this was a severance from the City of Clive and an annexation into the City of Waukee consisting of 22.94 acres. The Currier property within the proposed annexation area is currently being used as a single family residence. The Shadow Creek Estates LLC property is currently being used for agricultural purposes, however, there is interest in developing the property for single family residential lots. Under the Waukee Municipal Code, both properties will be zoned A-1 Agricultural District upon final approval of the annexation. The City of Waukee completed a Comprehensive Plan Update in 2008. The property within the proposed annexation has been given a future land use designation of Neighborhood Residential.

As a part of the development of the site, utilities including water, sanitary sewer and natural gas will be extended to the site. The utilities currently terminate just to the south of the subject properties.

The proposed annexation territory is subject to an existing 28E agreement with the City of Clive. The proposed annexation is in compliance with this agreement.

Matt Rasmussen reported this annexation petition appears to be complete and properly filed.

Brad Deets, Development Services Director for the City of Waukee was present to explain further and answer questions from Board members.

Motion by  
Motion

Jim Halverson

I move the Board find S/UA16-21, severance from Clive and annexation into Waukee, as complete and properly filed and in the public interest and that it be approved.

Second  
Roll Call

Jay Howe

All ayes. Motion approved.

UA16-22  
Davenport

Matt Rasmussen reported that this property is located along the busy I-80 corridor and near the City-owned rail spur constructed within the last couple years. Application was received by Curtis Family Trust to annex approximately 40 acres into the City of Davenport. This property will be annexed for future industrial development. This property is currently in row crops. Upon annexation, the City will discuss with the owners, rezoning the property to M-1, light industrial.

Municipal services including sanitary sewer, public works and emergency response will be provided by the City of

Davenport.

The territory is not subject to an existing moratorium agreement.

Matt Rasmussen reported this annexation petition appears to be complete and properly filed.

Matt Flynn, Senior Planning Manager for the City of Davenport, was present to explain further and answer questions of Board members.

Motion by  
Motion

Jay Howe

I move the Board find UA16-22 as complete and properly filed and in the public interest and that it be approved.

Second  
Roll Call

Jim Halverson

All ayes. Motion approved.

UA16-23  
Davenport

Matt Rasmussen reported this was a 100% voluntary annexation for the City of Davenport consisting of 66.57 acres. Property is currently in row crops, but because of interest in this property for industrial development, the City will immediately, following annexation, discuss with the owners rezoning the property to M-1, light industrial. Adjacent to the recent annexation for Kraft-Heinz and portions of the Keppy Farm, these properties are located along the busy I-80 corridor and near the city-owned rail spur constructed within the last couple years. A portion of this railroad right-of-way is included within this request, as it is adjacent to the privately held properties slated for annexation.

Municipal services, including sanitary sewer, public works and emergency response, will be provided by the City of Davenport. It is the overall intent to add this property to the inventory of "shovel-ready" sites well suited for industrial development.

The territory is not subject to an existing moratorium agreement.

Matt Rasmussen reported this annexation petition appears to be complete and properly filed.

Motion by  
Motion

Matt Flynn, Senior Planning Manager for the City of Davenport, was present to answer questions.

Jim Halverson

I move the Board find UA16-23 as complete and properly filed and in the public interest and that it be approved.

Second  
Roll Call

Jay Howe

All ayes. Motion approved.

UA16-24  
Mitchellville

Matt Rasmussen explained this was a 100% voluntary annexation for the City of Mitchellville. It consists of 112.516 acres. The land is currently used for agricultural purposes. The City proposes bringing it into city limits as agricultural land. The City of Mitchellville will be updating their 2009 Comprehensive Plan and their Capital Improvement Plan. The annexed territory will be included in an updated plan.

Water and sewer services are not currently provided by the City to that territory, but future development will entail extending water and sewer services to the proposed annexed area. The City currently provides fire protection to the proposed annexed territory. Police protection will be extended to include the annexed territory.

The proposed annexation territory is not subject to an existing moratorium agreement.

The proposed annexation territory includes all adjacent road right-of-way to the centerline of the adjacent road segments of county roads NE 104<sup>th</sup> St. and NE 62<sup>nd</sup> Avenue.

Matt Rasmussen reported this annexation petition appears to be complete and properly filed.

Present representing the City of Mitchellville were Amy Beattie, Attorney with Brick Gentry Law Firm; Jon Woods, Mayor; Greg Crocker, City Administrator; and Tammi Dillavou, City Clerk/Finance Officer. Amy Beattie stated there is some interest in this property and once the Comprehensive Plan and Land Use Plan are in place, it will probably be rezoned to M-2 to facilitate some growth in that particular area within the City. Amy Beattie stated she would be happy to answer any questions from Board members.

Jim Halverson stated he wouldn't say this necessarily qualifies as a flagpole annexation, but you've probably heard of those before and they don't tend to be very popular. Mr. Halverson could see how contiguity was established, but asked if there was consideration being given to annex those abutting properties to effectively make the boundaries more uniform. Jon Woods, Mayor of Mitchellville, replied there has been discussion about it. We have a large property to the east of that which is a Planned Unit Development for light industrial, office buildings and commercial. We have had some discussions with property owners, but at this time, they

are not interested in being annexed into the City. We see it as a very good conduit for the City of Mitchellville to have more growth. Jim Halverson asked if they had some form of extraterritorial plan review with properties like that. Sometimes cities and counties can come together on a 28E Agreement. Greg Crocker, City Administrator for Mitchellville, stated that as they are preparing to update the Comprehensive Plan, he will work with Polk County to see what they have planned for the Mitchellville area and what the City of Mitchellville have planned, so that both plans will work together.

Jay Howe asked what the distance is between the proposed territory and the residential part of the community in terms of potentially connecting up to customers and employers and that type of thing. The reply was one mile.

There were no further questions.

Motion by Jim Halverson  
Motion I move the Board find UA16-24 as complete and properly filed and in the public interest and that it be approved.  
Second Jay Howe  
Roll Call All ayes. Motion approved.

**Staff Reports** Matt Rasmussen reported the City of Mount Union voted 32-31 in favor of discontinuance. Mr. Rasmussen spoke with the Mayor of Mount Union and he expects to have it before the City Development Board probably in March, 2017.

We have nothing for next month except rescheduling the Slater and Altoona public hearings. After discussion, the Board decided to hold the 80/20 public hearings for Slater and Altoona on December 8, 2016.

**Future Meeting/  
Public Hearing** Slater Public Hearing, December 8, 2016, at 1:00 p.m. at IEDA, 200 East Grand Avenue, 2<sup>nd</sup> Floor Smart Conference Room; Altoona Public Hearing, December 8, 2016, at 1:30 p.m. at IEDA, 200 East Grand Avenue, 2<sup>nd</sup> Floor Smart Conference Room; City Development Board Business Meeting, January 11, 2017, at IEDA, 200 East Grand Ave., 2<sup>nd</sup> Floor Main or Smart Conference Room, Des Moines, Iowa.

**Adjourn** 1:25 p.m.

Respectfully Submitted,  
Betty Hessing, Administrative Assistant