

**State of Iowa
City Development Board
Meeting Minutes of January 13, 2021
Iowa Economic Development Authority/IFA
1963 Bell Avenue, Suite 200
Des Moines, Iowa
TEAMS/TELEPHONIC MEETING DUE TO CORONAVIRUS**

Call to order 1:00 p.m.

Present

Dennis Plautz, Board Chairperson*
Jim Halverson, Board Vice Chairperson*
Mari Bunney*
Chris McKee*
Mackenzie O’Hair*

Others Present

Matt Rasmussen, Administrator, City Development Board*
Betty Hessing, Administrative Assistant, City Development Board*
Emily Willits, Iowa Department of Justice*
Mary McGuire, Building Official, City of Ely*
Adam Thompson, City Administrator, City of Ely*
Brad Deets, Development Services Director, City of Waukee*
Doug Boldt, City Administrator, City of Tiffin*
Lori Judge, IDOT*
Anthony Volz, IDOT*

*Participated via TEAMS/teleconference

Introduction by Chairperson, Dennis Plautz

Roll Call by Matt Rasmussen, Board Administrator

All Board Members were present via Teams/teleconference.

Request for amendments to agenda

Motion by	Jim Halverson
Motion	I move to approve the agenda as presented.
Second	Mackenzie O’Hair
Roll Call	All ayes. Motion approved.

Consideration of December 9, 2020, Business Meeting Minutes

Motion by Jim Halverson
Motion I move the Business meeting minutes of December 9, 2020, be approved as printed and distributed.
Second Mackenzie O’Hair
Roll Call All ayes. Motion approved.

Consideration of December 9, 2020, Closed Session Meeting Minutes

Motion by Jim Halverson
Motion I move the Closed Session meeting minutes of December 9, 2020, be approved as printed and distributed.
Second Mackenzie O’Hair
Roll Call All ayes. Motion approved.

Elect Board Chair and Vice Chair for 2021

Motion by Jim Halverson
Motion I would nominate Dennis Plautz as Chair for 2021.
Roll Call All ayes. Motion approved.

Motion by Mari Bunney
Motion I would nominate Jim Halverson as Vice Chair for 2021.
Roll Call All ayes. Motion approved.

New Business

UA21-01 / Ely
Matt Rasmussen stated this was a 100% voluntary annexation petition for the City of Ely consisting of 43 acres. The landowners have requested this annexation. The current land use is agriculture and the proposed land use is residential and commercial use. The Ely City Council conducted an engineer study to run water and sewer service to the area. The territory is not subject to an existing Moratorium Agreement. Mr. Rasmussen stated this packet does appear to be complete and properly filed.

Mary McGuire, Planning & Zoning Administrator for the City of Ely, and Adam Thompson, City Administrator, was present to answer questions. No questions were asked.
Motion by Jim Halverson
Motion I move the Board find UA21-01 as complete and properly filed and in the public interest and that it be approved.
Second Chris McKee
Roll Call All ayes. Motion approved.

UA21-02 / Waukee
Matt Rasmussen explained this was a 100% voluntary annexation petition for the City of Waukee consisting of 17.76 acres. The property currently includes an existing single family residence and a horse stable. The current property owner is in the process of selling the property to

a developer. The developer has proposed a 12 lot subdivision of single family lots each approximately one acre in size. Sanitary sewer runs along the western boundary of the property and public water is located approximately 1,000 feet to the west and will need to be extended to serve the proposed single family development.

The proposed annexation is not subject to a Moratorium Agreement. Mr. Rasmussen stated their packet 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 and others in attendance. No questions were asked.

Motion by
Motion

Mackenzie O'Hair

I move the Board find UA21-02 as complete and properly filed and in the public interest and that it be approved.

Second
Roll Call

Mari Bunney

All ayes. Motion approved.

UA21-03 / Tiffin

Matt Rasmussen explained this was a 100% voluntary annexation petition for the City of Tiffin consisting of 20.3 acres. This parcel is located at 3235 Ireland Avenue NW. The Tiffin city limits already exist directly to the north and to the east of this parcel. This annexation is being requested by the owner who would like to build a commercial building site. Part of the desire to annex is the ability to be served by City utilities. This parcel has water and sanitary sewer services available to it off of Ireland Avenue and upon annexation, all other typical City services such as street maintenance, police, fire, garbage pickup and building inspections and enforcement will be provided to it. This annexation is not subject to a Moratorium Agreement. Matt Rasmussen reported that this packet appears to be complete and properly filed.

Doug Boldt, City Administrator for the City of Tiffin, was present to explain further and answer questions. No questions were asked.

Motion by
Motion

Mari Bunney

I move the Board find UA21-03 as complete and properly filed and in the public interest and that it be approved.

Second
Roll Call

Chris McKee

All ayes. Motion approved.

Staff Reports

Matt Rasmussen stated we do have one item for the February 10th City Development Board meeting agenda. Plan on a Teams/Telephonic meeting again next month.

Future Meeting February 10, 2021, at 1:00 p.m., City Development Board
Business Meeting via Teams/Teleconference.

Adjourn 1:20 p.m.

Respectfully Submitted,
Betty Hessing, Administrative Assistant