

**State of Iowa
City Development Board
Meeting Minutes of June 10, 2020
Iowa Economic Development Authority/IFA
1963 Bell Avenue, Suite 200, Coralville Conference Room
Des Moines, Iowa
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*
Kyle Michel, City Administrator, City of Van Meter*
Kari Graber, City Clerk, City of Hiawatha*
Kim Downs, City Administrator, City of Hiawatha*
Dan Gifford, City Administrator, City of West Burlington*

*Participated via teleconference

Introduction by Chairperson, Dennis Plautz

Roll Call by Matt Rasmussen, Board Administrator

All Board Members were present via 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 May 13, 2020, business meeting minutes

Motion by	Mackenzie O'Hair
Motion	I move the minutes of May 13, 2020, be approved as printed and distributed.
Second	Chris McKee
Roll Call	All ayes. Motion approved.

New Business

UA20-16 Van Meter	Matt Rasmussen stated this is a 100% voluntary annexation request by the City of Van Meter. It is 113.754
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acres that includes road right-of-way. The proposed land use for this territory is mixed land use development consisting of residential, commercial, public and community attraction uses. The City's Comprehensive Plan highlights these needs and identifies the intersection of County Highways R16 and F90 as the focal point for development within Van Meter over the next twenty years.

Access to a 12-inch municipal water service currently, municipal sewer service currently available on R Avenue with proposed extension along the F90 corridor as part of an adjacent housing project. This territory is situated adjacent to a primary water transmission main and as such, has immediate access to municipal water services. The territory is also identified in the City's Capital Improvement Plan with regard to sewer serviceability.

The City of Waukee was contacted with regards to an existing annexation moratorium agreement they have with Van Meter to ensure compliance with said agreement.

Matt Rasmussen stated the petition appears to be complete and properly filed.

Kyle Michel, City Administrator for the City of Van Meter, was present to explain further and answer questions. No questions were asked.

Motion by
Motion

Chris McKee

I move the Board find UA20-16 as complete and properly filed and in the public interest and that it be approved.

Second
Roll Call

Mackenzie O'Hair

All ayes. Motion approved.

UA20-17
West Burlington

Matt Rasmussen stated this is a 100% voluntary annexation for the City of West Burlington consisting of 16.62 acres. The current land use is undeveloped land with a single residential structure. The proposed land use of the territory is a residential subdivision split into eight residential lots.

West Burlington will provide water and sewer service once developed. The City of West Burlington Police Department and Fire Department will respond to this territory. It is not subject to an existing moratorium agreement and this packet does appear to be complete and properly filed. Chairperson Plautz asked if anyone had any questions for Matt Rasmussen and Chris McKee asked what the opposition was on this project. Chairperson Plautz referred the question to representatives of West Burlington to add to Matt's comments and respond to the question raised.

Dan Gifford, City Administrator for the City of West Burlington, replied there was originally a little bit of opposition from residents in the subdivision that is

currently in West Burlington next door to this proposed annexation. There was some misinformation going around about shared septic tank—there is not anything like that. We have a lift station that we are going to bring this sewer into. We had an engineer look at the lift station and it has plenty of capacity to handle these lots. There was also misinformation about the City of West Burlington and the City of Burlington both opposing this and that is not true at all. We are in 100% agreement and we would like to have this property annexed.

Matt Rasmussen stated what Chris McKee is referring to is a letter from Tod Gerhardt, which is in your packet. Matt had some conversations with Mr. Gerhardt regarding his concerns. He forwarded Mr. Gerhardt's letter to the City of West Burlington and Mr. Gifford wrote a letter to Mr. Gerhardt and to the Board with responses to Mr. Gerhardt's concerns. That letter is also in your packet. Matt Rasmussen said he concurs with the comments that West Burlington has made.

Chairperson Plautz asked if there were any further questions or comments from anyone and there were none. He then asked if the Board had further comments or questions and they did not. He then asked for a motion.

Motion by
Motion

Jim Halverson
I move the Board find UA20-17 as complete and properly filed and in the public interest and that it be approved.

Second
Roll Call

Chris McKee
All ayes. Motion approved.

UA20-18
Hiawatha

Matt Rasmussen stated this is a 100% voluntary annexation request for the City of Hiawatha consisting of 14.3 acres.

The proposed annexation property is located in an area north and west of Hiawatha's current City boundary. The City is experiencing steady growth in adjacent residential developments. There are existing city services directly adjacent to the proposed annexation area. The services provided in the area are sanitary sewer, water main and access through the existing public street network. Private utilities such as electric, natural gas, and communications are also available for the proposed annexation area.

It is not subject to a moratorium agreement and Matt reported that the City's packet does appear to be complete and properly filed.

Chairperson Plautz stated the Board has spent a lot of time in this area over the years and wanted to know if there was at one time a moratorium for this property. Matt Rasmussen deferred to the City.

Chairperson Plautz asked if there were any other questions for Matt Rasmussen and there were not. They then moved on to the City to explain further and answer questions.

Kim Downs, City Administrator for the City of Hiawatha, explained this parcel is a great addition to our already annexed parcels that we have had over the past eight years. This is a great fit and is also a part of our Comprehensive Plan and our Smart Growth policies.

Kim Downs stated there was once a moratorium agreement between the Cities of Robins and Hiawatha that basically said anything to the east of 380 would be annexed to Robins and anything west of 380 would be annexed to Hiawatha. That agreement expired in 2016. We have had conversations with the City of Robins to extend that, but they did not feel that was necessary so that is no longer in effect. Chairperson Plautz thanked Ms. Downs for the explanation.

Chairperson Plautz asked for comments/questions or a motion. No comments or questions were asked.

Motion by
Motion

Jim Halverson

I move the Board find UA20-18 as complete and properly filed and in the public interest and that it be approved.

Second
Roll Call

Mackenzie O’Hair

All ayes. Motion approved.

Staff Reports

Matt Rasmussen thanked the Board for their cooperation on these telephonic meetings. Matt stated he does not know if we will be able to have people here in-person for next month, so tentatively plan on having the July meeting via teleconference again. As of today, we have one annexation petition for July’s meeting.

Future Meeting

July 8, 2020, at 1:00 p.m., City Development Board Business Meeting via Teleconference only.

Adjourn

1:21 p.m.

Respectfully Submitted,
Betty Hessing, Administrative Assistant