

**State of Iowa  
City Development Board  
Meeting Minutes of October 14, 2020  
Iowa Economic Development Authority/IFA  
1963 Bell Avenue, Suite 200  
Des Moines, Iowa  
TELEPHONIC MEETING DUE TO CORONAVIRUS**

**Call to order 1:01 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\*  
Brad Deets, Development Services Director, City of Waukee\*  
Clyde Evans, Community and Economic Development Director, City of  
West Des Moines\*  
Lori Judge, IDOT\*  
Alex Pfaltzgraff, City of Grimes\*  
Alecia Meuleners, City Attorney for Grimes, Whitfield & Eddy, P.L.C.\*

\*Participated via TEAMS/Teleconference

**Introduction by Chairperson, Dennis Plautz**

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

All Board Members were present via teleconference except Chris McKee.

**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 September 9, 2020, business meeting minutes**

Motion by	Jim Halverson
Motion	I move the minutes of September 9, 2020, be approved as printed and distributed.
Second	Mackenzie O'Hair

Roll Call

\*\*Chris McKee joined meeting at 1:07 p.m.  
All ayes. Motion approved.

**New Business**

UA20-22  
Waukee

Matt Rasmussen reported that this is a 100% voluntary annexation request for the City of Waukee consisting of 9.75 acres that is contiguous to the existing boundaries of the City on the west and north. The property is located within Walnut Township within Dallas County, Iowa. The property in this annexation is one of five parcels along Warrior Lane that was not included as a part of previous annexations into the City of Waukee. Because of this, the City of Clive was required to maintain a 50-foot strip along the east side of Warrior Lane in order to avoid creating an island. The City of Waukee is in the process with the remaining property owners along Warrior Lane regarding voluntary annexation, which will then allow the City of Clive to annex the remaining 50-foot strip on Warrior Lane. The property includes an existing single-family house that the current property owner leases. The property owner is a developer and does have interest in the eventual development of the property. The current Comprehensive Plan approved in 2019 for the City of Waukee, designates this property as being suitable for residential development. The property will be annexed into the City with a designated zoning classification of A-1 Agricultural District.

The property is currently served by septic and rural water. Existing public utilities are located approximately 1/2 mile to the south of the property. The City will be extending both water and sanitary sewer within 1/4 mile of the property over the next year to prepare surrounding properties for development. The Cities of Waukee and Clive currently have planned an asphalt overlay project of the road, which will be completed in 2021. The Waukee Fire and EMS Department already serve the area proposed within the annexation. Upon completion of the annexation, the City's Police Department would be responsible for patrolling and responding to the area.

The proposed annexation territory is subject to an existing moratorium agreement with the City of Urbandale and this is within that agreement. Mr. Rasmussen reported that this packet appears to be complete and properly filed.

Brad Deets, Development Services Director for the City of Waukee, was present to answer questions of Board members or anyone else participating.

Motion by

Chris McKee

Motion I move the Board find UA20-22 as complete and properly filed and in the public interest and that it be approved.

Second Mari Bunney

Roll Call All ayes. Motion approved.

UA20-23  
Waukee

Matt Rasmussen stated this is a 100% voluntary annexation for the City of Waukee consisting of 4.31 acres that is contiguous to the existing boundaries of the City to the south. The property is located within Walnut Township in Dallas County and is owned by the City of Waukee. The property proposed to be annexed is a part of the larger overall parcel; it is anticipated in the future that this will end up being a separate parcel for future development--probably commercial development. As development within the area occurs, 280th Street (Douglas Pkwy.) will be extended west which will create a separate parcel for this portion of the property. The property will be annexed into the city with a designated zoning classification of A-1 Agricultural District and will remain so until such time as a use is identified for the property.

Existing public utilities are located approximately 4 miles to the east of the property and will be extended as adjoining development in the area continues and as Douglas Parkway is extended. T Avenue, which borders the property to the west, will be paved as a part of the Public Safety Site Development in 2024-2025. The Waukee Fire and EMS Department already serve the area proposed within the annexation. Upon completion of the annexation, the City's Police Department would be responsible for patrolling and responding to the area.

The proposed annexation territory is within the moratorium agreement the city has with the City of Urbandale. The packet appears to be complete and properly filed.

Brad Deets, Development Services Director for the City of Waukee, explained this was part of a parcel that the City has purchased and we anticipate constructing our new public safety building, in 2024, on a portion of this property to the south which is already in the city limits. This area sits to the east of what would be the Apple Data Center site, which we anticipate will be under construction late 2021 or early 2022. We are preparing for that and since the City owns the property, we are requesting that it be annexed as part of the city limits. No one had questions for Mr. Deets.

Motion by Mackenzie O'Hair

Motion I move the Board find UA20-23 as complete and properly filed and in the public interest and that it be approved.

Second  
Roll Call

Mari Bunney  
All ayes. Motion approved.

UA20-24  
Waukee

Matt Rasmussen explained this is a 100% voluntary annexation for the City of Waukee. The proposed annexation consists of one property representing 2 acres, which includes the west half of the North Warrior Lane and the right-of-way. Waukee's existing City limits borders the property on the west and north. City of Clive limits are located on the east side of Warrior Lane. This property is one of five parcels along Warrior Lane that were not included as a part of previous annexations into the City of Waukee. Because of this, the City of Clive was required to maintain a 50-foot strip along the east side of Warrior Lane in order to avoid creating an island. The City of Waukee is in the process of working with the remaining property owners along Warrior Lane regarding voluntary annexation, which will then allow the City of Clive to annex the remaining 50-foot strip east of Warrior Lane. The property includes an existing single-family house. The current Comprehensive Plan approved in 2019 for the City of Waukee, designates this property being suitable for residential development. The City and the property owner have agreed to a pre-annexation agreement which among other things, allows for the continuation of all existing uses of the property. This property will be annexed into the city with a designated zoning classification of A-1 Agricultural District.

The property is currently served by septic and rural water. Existing public utilities are located approximately 1/2 mile to the south of the property. The City will be extending both water and sanitary sewer to within 1/4 mile of the property over the next year to prepare surrounding properties for development. The Waukee Fire and EMS Department already serve the area proposed within the annexation. Upon completion of the annexation, the City's Police Department would be responsible for patrolling and responding to the area.

The proposed annexation territory is subject to an existing moratorium agreement with the City of Urbandale. Mr. Rasmussen stated the packet appears to be complete and properly filed.

Brad Deets, Development Services Director for the City of Waukee, was present to answer questions of Board members or anyone else participating.

Motion by  
Motion

Mari Bunney  
I move the Board find UA20-24 as complete and properly filed and in the public interest and that it be approved.

Second  
Roll Call

Chris McKee  
All ayes. Motion approved.

UA20-25  
West Des Moines

Matt Rasmussen stated the City of West Des Moines is requesting annexation of a 100% voluntary annexation of 13.86 acres of property located in a portion of Section 16 in Boone Township, Dallas County. In general, the proposed annexation in Dallas County encompasses two parcels of land north of Mills Civic Parkway (335th St.) and west of Grand Prairie Parkway. Right-of-way for Grand Prairie Parkway that the City of West Des Moines owns is also included in the annexation request. The two parcels are designated as residential in the City of West Des Moines' Comprehensive Plan. As the area develops, services anticipated would include: Water, Wastewater, Fire, Police, EMS and Public Works services. The proposed annexation is not subject to an existing moratorium agreement and the packet does appear to be complete and properly filed.

Matt Rasmussen stated that this annexation does use road right-of-way to get to territory that's not already contiguous with the current city boundary. Discussion took place regarding using road right-of-way to reach from a City's current boundary to get to an annexation territory. Chairperson Plautz stated that is not inconsistent with what we have done over the years by utilizing road right-of-way to get to an annexation territory. Jim Halverson agreed with Dennis Plautz that using road right-of-way has been a common practice in the past.

Clyde Evans, Community and Economic Development Director for the City of West Des Moines, was present to explain further and answer questions from Board members and others.

Motion by  
Motion

Jim Halverson  
I move the Board find UA20-25 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 stated that we do not have any pending annexation petitions as of today for the November meeting.

Matt Rasmussen stated that within the next couple months staff will be reboarding back to office building. If the Board does meet in December, that could potentially be a live meeting here in Des Moines. Emily Willits stated that if we do have some Board members in-person

and some by video, you want to still notice it as an electronic meeting via the Open Meetings Law.

**Future Meetings**

November 12, 2020, at 1:00 p.m., City Development Board Business Meeting via Teleconference or in-person (if we have new business)

December 9, 2020, at 1:00 p.m., City Development Board Business Meeting via Teleconference or in-person

**Adjourn**

1:33 p.m.

Respectfully Submitted,  
Betty Hessing, Administrative Assistant