

## Red Tape Review Rule Report (Due: September 1, 2023)

<b>Department Name:</b>	City Development Board	<b>Date:</b>	8/31/2023	<b>Total Rule Count:</b>	4
<b>IAC #:</b>	263	<b>Chapter/ SubChapter/ Rule(s):</b>	Chapter 1	<b>Iowa Code Section Authorizing Rule:</b>	368.9, 368.10, 17A.3
<b>Contact Name:</b>	Lisa Connell	<b>Email:</b>	lisa.connell@iowaeda.com	<b>Phone:</b>	515-368-6163

**PLEASE NOTE, THE BOXES BELOW WILL EXPAND AS YOU TYPE**

**What is the intended benefit of the rule?**

To describe the organization and administration of the city development board as required by Iowa Code section 17A.3.

**Is the benefit being achieved? Please provide evidence.**

Yes. The chapter outlines the basic functions of the board as required.

**What are the costs incurred by the public to comply with the rule?**

None.

**What are the costs to the agency or any other agency to implement/enforce the rule?**

IEDA provides office space and staff assistance to the board and covers expenses of the board pursuant to Iowa Code section 368.9. No additional costs are imposed by the rules chapter.

**Do the costs justify the benefits achieved? Please explain.**

No additional costs are imposed by the rules chapter beyond IEDA's statutory obligations in section 368.9.

**Are there less restrictive alternatives to accomplish the benefit?  YES  NO**

**If YES, please list alternative(s) and provide analysis of less restrictive alternatives from other states, if applicable. If NO, please explain.**

No less restrictive alternatives were identified.

Does this chapter/rule(s) contain language that is obsolete, outdated, inconsistent, redundant, or unnecessary language, including instances where rule language is duplicative of statutory language? [list chapter/rule number(s) that fall under any of the above categories]

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Yes.

Rule 263.1 includes unnecessary detail about the responsibilities of the board. This is proposed to be replaced with references to Iowa Code, the remainder of the board's rules, and board manuals available on IEDA's web site.

Rule 263.2 should be updated to clarify that communications can be emailed to the board.

Rule 263.3 should be updated to remove statutory language and to use more concise language as well as clarify voting requirements.

Rule 263.4 should be updated to remove statutory language.

**RULES PROPOSED FOR REPEAL (list rule number[s]):**

None.

**RULES PROPOSED FOR RE-PROMULGATION (list rule number[s] or include rule text if available):**

CHAPTER 1  
ORGANIZATION AND ADMINISTRATION

**263—1.1(368) Description.** The primary function of the city development board is to supervise city development actions, including annexations, consolidations, discontinuances, incorporations and severances for the state of Iowa, pursuant to the provisions of Iowa Code chapter 368. Detailed information about the board's policies and procedures are described in chapter 368, any rules adopted by the board pursuant to Iowa Code section 368.10, and at [www.iowaeda.com/landplanning](http://www.iowaeda.com/landplanning).

**263—1.2(368) Office of the board.** All official communications, including submissions and requests, may be addressed to City Development Board, Iowa Economic Development Authority, 1963 Bell Avenue, Suite 200, Des Moines, Iowa 50315 or to [cdb@iowaeda.com](mailto:cdb@iowaeda.com).

**263—1.3(368) Membership and quorum requirements.** The board annually elects from its members a chairperson and vice-chairperson at the first regular meeting of the calendar year. Three members of the board constitute a quorum, and a quorum must be present in order for the board to take action. The affirmative vote of a majority of board members is necessary for action taken by the board.

**263—1.4(368) Meetings.** The board conducts regular meetings at least every other month at 1963 Bell Avenue, Suite 200, Des Moines, Iowa 50315, or at such other location as the board may designate. The chairperson or the chairperson's designee prepares an agenda for each meeting listing matters to be addressed. Meetings of the board are subject to the requirements of Iowa Code chapter 21.

These rules are intended to implement Iowa Code sections 368.9 and 368.10.

**\*For rules being re-promulgated with changes, you may attach a document with suggested changes, if available.**

**METRICS**

<b>Total number of rules repealed:</b>	<b>0</b>
<b>Proposed word count reduction after repeal and/or re-promulgation</b>	<b>133*</b>
<b>Proposed number of restrictive terms eliminated after repeal and/or re-promulgation</b>	<b>10*</b>

**\*Estimated. The reduction in word count and restrictive terms may be impacted by the board's review of the proposed updates.**

**ARE THERE ANY STATUTORY CHANGES YOU WOULD RECOMMEND INCLUDING CODIFYING ANY RULES?**

**No.**