MINUTES
City Council Meeting
Council Chambers - 3600 86th St.
5:30 P.M. - Tuesday, May 5, 2026

3600 86th Street Urbandale, IA 50322
515.278.3900 I Urbandale.org

1. OPENING

The Urbandale City Council met in regular session on Tuesday, May 5, 2026, beginning at 5:30 P.M., in the Council Chambers - 3600 86th St., with Mayor Robert D. Andeweg presiding.

Answering roll call were the following Members:
Councilmember Patricia Boddy
Councilmember Joe Cacciatore
Councilmember Bridget Carberry Montgomery
Councilmember Amy Croll
Councilmember Blake Rozendaal

Also present were:
Mayor Robert Andeweg
City Manager David Jones
Assistant City Manager Curtis Brown
Finance Director Nicci Lamb
Director of Human Resources Erin Freeman
Director of Engineering & Public Works John Larson
Assistant Director of Community Development Kristi Bales
Building Official Roger Schemmel
Director of Parks & Recreation Jan Herke
Chief of Police Rob Johansen
Director of Economic Development Aaron DeJong
Director of Marketing & Communications Derek Zarn
City Clerk Nicole Lunders
Deputy City Clerk Angela Butler
City Attorney Maria Brownell
Management Analyst Annika Schilke
Community Development Director Rose Schroder

Mayor Andeweg led the Pledge of Allegiance and recited the Civility statement.

2. APPROVE AGENDA

Motion by Councilmember Croll, second by Councilmember Boddy to approve the May 5, 2026 agenda.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal

Carried 5-0

3. PRESENTATIONS

3.1 Proclamation - Bruce Bernard, Iowa Hall of Fame Inductee

Mayor Andeweg presented the proclamation to Bruce Bernard and thanked him for his service to the community.

3.2 Proclamation - 2026 National Bike Month

Mayor Andeweg presented the proclamation to DSM Street Collective Executive Director Alex Rice.

3.3 Oath of Office

Mayor Andeweg administered the oath of office to Police Officer Caleb Blair.

3.4 Proclamation - Police Week - May 11-17, 2026

Mayor Andeweg presented the proclamation to Police Chief Rob Johansen.

3.5 Proclamation - 2026 National Building Safety Month

Mayor Andeweg presented the proclamation to Building Official Roger Schemmel.

Mayor Andeweg read a proclamation for 2026 Municipal Clerk's Week and presented the proclamation to City Clerk Nicole Lunders and Deputy Clerk Angie Butler.

4. CITIZENS' FORUM

No comments were made.

5. ADOPTION OF MINUTES

5.1 City Council Meeting Minutes - April 21, 2026

Motion by Councilmember Rozendaal, second by Councilmember Croll to approve the April 21, 2026 City Council meeting minutes.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal

Carried 5-0

6. CONSENT AGENDA

6.1 Approve Bill Lists - April 23, 2026 and April 30, 2026

6.2 Approve Business Licenses

6.3 Approve Third and Final Reading - Ordinance 2026-18: Amending Title XV, Chapter 160, Section 160.03(B) of the Municipal Code of the City of Urbandale, Iowa to rezone the "Timberline Village/Knapp Property" from "A-1" Agricultural Reserve District to "R-1S" Suburban Density Single Family District.

6.4 Approve Second Reading of Ordinance 2026-24: Vacation of a Public Access Easement "Lot 61, Oakwood Haven Plat 1" (4750 86th Street).

6.5 Approve Second Reading of Ordinance 2026-23: Amending Title XV, Chapter 160, Section 160.67 of the Municipal Code of the City of Urbandale, Iowa regarding mobile food units

6.6 Approve Second Reading of Ordinance 2026-19 Amending Title XV, Chapter 160, Section 160.02 "Definitions" of the Zoning Ordinance of the Municipal Code of the City of Urbandale, Iowa

6.7 Approve Second Reading of Ordinance 2026-20 Amending Title XV, Chapter 160, Section 160.04 "A-1" Agricultural Reserve District, Section 160.05 "A-2" Estate Residential District, Section 160.06 "R-1L: Low Density Single-Family

District, Section 160.07 “R-1I” Intermediate Density Single-Family District, and Section 160.08 “R-1S” Suburban Density Single-Family District of the Zoning Ordinance of the Municipal Code of the City of Urbandale, Iowa

6.8 Approve Second Reading of Ordinance 2026-21 Amending Title XV, Chapter 160, Section 160.62 "Board of Adjustment" of the Zoning Ordinance of the Municipal Code of the City of Urbandale, Iowa

6.9 Approve Second Reading of Ordinance 2026-22 Amending Title XV, Chapter 160, Section 160.63 "Conditional Uses " of the Zoning Ordinance of the Municipal Code of the City of Urbandale, Iowa.

6.10 Approve Resolution 146-2026: Adopting City of Urbandale Council Rules of Procedure

6.11 Approve Resolution 149-2026: First Amendment - Real Estate Purchase Agreement with Sig Sportsplex, LLC

6.12 Approve Resolution 155-2026: Authorizing Advertising Contract – Urbandale Business Connection

6.13 Approve Resolution 148-2026: 28E Agreement - Polk County Cooperative Public Service Agreement for Animal Control Services

6.14 Approve Non-Union Employee Pay Plan for FY2026-2027

6.15 Approve Purchase – Roadway Salt

6.16 Receive Planning & Zoning Commission Minutes - April 13, 2026 and April 27, 2026

Motion by Councilmember Croll, second by Councilmember Cacciatore to approve Consent Agenda items 6.1-6.16.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal

Carried 5-0

7. PUBLIC HEARINGS

7.1 Public Hearing and Consideration of Bids - Merle Hay Road and Meredith Drive Traffic Signal Replacement Project

Mayor Andeweg stated that publication to consider the project had been completed as required by State law and asked if there were any objections, written or oral, to the form of the notice. There were none.

Motion by Councilmember Croll, second by Councilmember Cacciatore to open the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal

Carried 5-0

John Larson presented information on the project and a summary of the bids. No comments were made.

Motion by Councilmember Boddy, second by Councilmember Rozendaal to close the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Motion by Councilmember Boddy, second by Councilmember Rozendaal to approve Resolution 152-2026: Adopting plans, specifications, form of contract, and estimate of costs for the Merle Hay Road and Meredith Drive Traffic Signal Replacement Project.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Motion by Councilmember Boddy, second by Councilmember Rozendaal to approve Resolution 153-2026: Consenting to the City of Des Moines making award of construction contract to Van Maanen Electric, Inc. in the amount of $597,000.00.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Motion by Councilmember Boddy, second by Councilmember Rozendaal to approve Resolution 154-2026: Approving contract with Van Maanen Electric, Inc. for the Merle Hay Road and Meredith Drive Traffic Signal Replacement Project.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

7.2 Public Hearing - Address Change - Lot 1, Tuscany Village Center Plat 1 (Case No. 014-2026-01.04)

Mayor Andeweg stated that publication to consider the address change had been completed as required by State law and asked if there were any objections, written or oral, to the form of the notice. There were none.

Motion by Councilmember Croll, second by Councilmember Cacciatore to open the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Rose Schroder presented information on the proposed address change. No comments were made.

Motion by Councilmember Croll, second by Councilmember Carberry Montgomery to close the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Motion by Councilmember Rozendaal, second by Councilmember Croll to approve the First Reading of Ordinance 2026-27: To change the address of Lot 1, Tuscany Village Center Plat 1 from 3821 - 3857 121st Street to 12001 - 12031 Douglas Parkway.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

7.3 Public Hearing - “Colby Woods – Lots 75, 76, and 77 in Corrected Plat of Colby Woods Plat 8" - Amendment to the Planned Unit Development Master Plan (8000-8128 Douglas Avenue), Case No. 010-1973-02.02.28

Mayor Andeweg stated that publication to consider the amendment had been completed as required by State law and asked if there were any objections, written or oral, to the form of the notice. There were none.

Motion by Councilmember Cacciatore, second by Councilmember Croll to open the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Rose Schroder presented information on the proposed amendment.

Alyssa Vowell, 3619 80th Street, requested information on the specific intent for the change and details on what would be allowed following the change.

Discussion included: allowed uses, process for conditional use permits, eating and drinking establishment definitions, and provisions that may be imposed as part of a conditional use permit.

Motion by Councilmember Croll, second by Councilmember Cacciatore to close the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Motion by Councilmember Croll, second by Councilmember Cacciatore to approve an amendment to the Planned Unit Development Master Plan.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

7.4 Public Hearing - “Metro Ice” Amendment to the Comprehensive Plan and rezoning from “R-1S” Suburban Density Single-Family District to “P.U.D.” Planned Unit Development District, Case No. 010-2026-02.00 (5100 72nd Street)

Mayor Andeweg stated that publication to consider the amendment had been completed as required by State law and asked if there were any objections, written or oral, to the form of the notice. There were none.

Motion by Councilmember Croll, second by Councilmember Cacciatore to open the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Kristi Bales presented information on the proposed amendment. Discussion included clarification on the impact to the adjacent remaining parkland. Attorney Adam Doll, Hopkins and Huebner, spoke on behalf of the applicant available to

answer any questions. Attorney Ellie Mendlik and owner Ryan Bennett were also present.

Motion by Councilmember Boddy, second by Councilmember Croll to close the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Motion by Councilmember Boddy, second by Councilmember Croll to approve an amendment to the Comprehensive Plan.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Motion by Councilmember Boddy, second by Councilmember Croll to approve the First Reading of Ordinance 2026-26: Amending Title XV, Chapter 160, Section 160.03(B) of the Municipal Code of the City of Urbandale, Iowa, to rezone the "Metro Ice" property from "R-1S" Suburban Density Single-Family District to "P.U.D." Planned Unit Development District.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

7.5 Public Hearing - "ESA Hotel" Amendment to the Comprehensive Plan and Amendment to the Planned Unit Development Master Plan, Case No. 010-1998-02.02.01 (3940 114th Street)

Mayor Andeweg stated that publication to consider the amendment had been completed as required by State law and asked if there were any objections, written or oral, to the form of the notice.

Motion by Councilmember Croll, second by Councilmember Cacciatore to open the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Rose Schroder presented information on the requested amendment to the Comprehensive Plan and amendment to the Extended Stay America Hotel Planned Unit Development (P.U.D.) Master Plan. The Comprehensive Plan Amendment to consider the land use designation from Office/Business Park to Mixed Use Residential should be considered prior to review of the P.U.D. Master Plan Amendment. The Planning and Zoning Commission recommended approval of both requests on a 5-2 vote. Staff recommended denial of both. The City received a written protest pursuant to Urbandale Code 160.65(E) that impacts the approval requirements for a P.U.D. amendment. Ms. Schroder stated that the request is to renovate the Extended Stay America Hotel complex into a multi-family land use, while constructing a new 5,000 square foot, two-story addition (10,000 sq. ft total) that will contain support programming for residents. The existing building will be converted to 104 studio residential units with kitchenettes and private bathrooms. The two-story addition will include amenities such as staff offices, meeting rooms, adult classrooms, a media center, community room, commercial kitchen, and food pantry. The support services offered on site will be for residents only, with outside users of the

building being limited to staff and volunteers. The proposed site improvements will also include a courtyard connecting the existing building and new addition that will include gardens and a gathering and meditative space. Ms. Schroder reviewed the considerations included in the City Council letter that staff used as part of the comprehensive plan amendment request recommendation of denial. Ms. Schroder outlined the requested amendments to the P.U.D. master plan and provided staff comments related to each. The City received and provided the City Council with written comments both in support of, and in opposition to, the proposed project. Council discussion included the history of changes to the Comprehensive Plan for the area, residential unit area requirements, and parking requirements.

Emily Osweiler, 9015 Cowden Drive, Johnston, CEO of Greater Des Moines Supportive Housing, spoke on behalf of the applicant and presented information regarding the adaptive reuse of the extended stay hotel. The proposed housing plan includes housing certification, common area spaces referred to as heart spaces, resident support programming, staffing plan, and security measures. Ms. Osweiler proposed considering a good neighbor agreement to address concerns and ensure communication. Discussion included: unit size, ability to ensure agreements are met, tenant selection plan, eligibility background check, and length of stay.

Adam Kaduce, President, R&R Real Estate Advisors, 1080 Jordan Creek Parkway, West Des Moines, spoke with concerns regarding the conflicting property types, conflicts with business park traffic, lack of public open space, the large scope of the project, and ensuring a commitment to a standard of operations.

Doug Romig, Executive Director of Housing Solutions Alliance, 1910 Ingersoll Avenue, Des Moines, spoke in support of the project noting that permanent supportive housing is identified as a need however, there are not any specific locations identified in the land use plans.

Jeremy Shepherd, President or R&R Realty Development Services Corp., 1080 Jordan Creek Parkway, spoke in opposition to the amendments with concerns over the project location and the potential for long term success. Mr. Shepherd noted that land use decisions should be made on what is appropriate for the location and then highlighted differences between the Urbandale location and the proposed location in West Des Moines, also adjacent to R & R property.

Angie Arthur, Executive Director Homeward, 1009 45th Street, West Des Moines, spoke in support of the project and the need for this type of housing. Ms. Arthur encouraged the Council to consider creative solutions.

Jeremy Harder, Board Member, Greater Des Moines Housing, 932 35th Street, Des Moines, spoke in support of the project and the importance of supportive housing.

Jim Beal, Past President, Greater Des Moines Housing, 9001 Oak Wood Drive, spoke in support of the project. Mr. Beal highlighted the proposed project as a responsible solution and outlined the funding sources and capital campaign.

Ann McFarland, President, Greater Des Moines Housing, 8136 Hatfield, Johnston, spoke in support of the project and highlighted the importance of the project to the community. Ms. McFarland requested review of the ownership of a signature on the written protest.

Paxton Williams, Attorney, Belin McCormick P.C., spoke representing Berkley Insurance and the company's opposition to the proposed amendments. Mr. Williams cited case law and spoke with concerns regarding procedural requirements, the appropriateness of the location, the dwelling size requirements, and the implication of spot zoning. David Ginger, Attorney, Belin McCormick P.C., was also in attendance.

Emily Osweiler, CEO of Greater Des Moines Supportive Housing, 9015 Cowden Drive, Johnston, responded to concerns with the location, safety, and communication with neighboring businesses. Ms. Osweiler noted that no location will be perfect, however, the location meets the needs for the project to be successful.

Motion by Councilmember Carberry Montgomery, second by Councilmember Boddy to close the public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal

Carried 5-0

City Attorney Brownell provided direction on the procedure for consideration of the requested amendments. Ms. Brownell encourage the City Council to have separate discussion regarding the comprehensive plan amendment as a legislative action. Some considerations to amend the Comprehensive Plan can be found in the adopted Smart Planning Principles. The next action is the amendment to the PUD master plan. City code provides the City Council may approve, deny, or direct modifications to the plan. The action does require an ordinance and a future public hearing. The master plan would be presented alongside the ordinance at the future meeting. Unless the action for the P.U.D. amendment is for denial.

Councilmember Cacciatore requested clarification regarding if an amendment to the comprehensive plan is considered zoning. Ms. Brownell advised that the comprehensive plan is part of the City Council’s zoning authority as legislative action under Iowa Code Chapter 414.

Councilmember Rozendaal asked if a Public/Semi Public designation would be a more appropriate designation as compared to Mixed Residential. Ms. Schroder responded that any comprehensive plan land use designation should include a residential component.

Councilmember Carberry Montgomery stated that she believed the existing use is not in alignment with the current designation and that the requested change would be more in line with what is occurring at the property. Councilmember Cacciatore noted that the change to the comprehensive plan is legislative regarding policy. Mr. Cacciatore said that as a matter of policy, he does not see a problem amending the comprehensive plan as the use is something that the community wants and needs. He further noted that this will enhance the safety of the community, promote the overall general welfare, and that the Council has

a responsibility to the community to provide this type of housing and service to address the homeless problem in the metro. He acknowledged the concerns raised by the opposition.

Councilmember Cacciatore disclosed participation in a discussion related to the proposed project as part of his role as the City's representative to the Housing Solutions Alliance (HSA) as well as discussions with representatives from R & R Realty, Berkley, and the Co-Chair of the HSA Board.

Councilmember Carberry Montgomery disclosed discussions with representatives from R & R Realty and Berkley Insurance.

Councilmember Boddy disclosed discussions with representatives from R & R Realty and the HSA Board. She further said that a comprehensive plan does not designate areas for affordable housing and that she believes the site should transition and she supports the amendment to the comprehensive plan.

Councilmembers Croll and Rozendaal disclosed invitations for discussion with representatives from R & R Realty that were declined.

Mayor Andeweg noted that Mayor, Councilmembers, and staff have listened to public input in favor of and opposing the proposed amendments.

Motion by Councilmember Boddy, second by Councilmember Carberry Montgomery to approve an amendment to the Comprehensive Plan.

Further discussion included: nearby multifamily housing; affordable housing was identified by the Metro Advisory Council and the Urbandale Human Services Committee as a priority that will need a regional approach; appreciation of the thoughtful consideration at the Planning and Zoning Commission meeting; and the work and preparation of City staff. Councilmember Rozendaal stated that he believes that regionally it is in proximity to other residential uses.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal

Carried 5-0

City Attorney Maria Brownell provided direction that the public hearing was closed and that there be discussion and direction to staff as needed. She stated that final action could not be taken at this meeting because there is no ordinance for consideration at this time.

Discussion included a request for a written timeline to guide the procedural requirements. Future consideration of a development agreement may include separate language related to operations.

Council directed staff to prepare an ordinance for an amendment to the P.U.D. Master Plan including approval of the three requests made by the applicant (change the permitted use from “Hotel” to “Multi-Family Residential/Supportive Housing”; change to a minimum of 0.5 parking spaces per dwelling unit plus one space per staff member at maximum shift; and to reduce the minimum size

of a studio dwelling unit of this property from the multi-family code required 320 square feet to 290 square feet.)

Council further instructed staff to review all existing P.U.D. Master Plan provisions including, but not limited to, land use, parkland requirements, building materials, parking, landscaping, pedestrian connections, signage, fencing, outdoor space, and including any other requirements that are reasonable and appropriate. Council instructed that all additional allowed uses may be removed, that the courtyard can fulfill parkland requirements, and that a delayed construction provision may be used to address the parking requirements.

Mayor Andeweg thanked everyone for their input and encouraged additional collaboration as the amendments are drafted.

Motion by Councilmember Boddy, second by Councilmember Croll to defer final action on an amendment to the P.U.D. Master Plan.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

A break was taken at 8:37 P.M. Session resumed at 8:43 P.M.

8. ESTABLISH PUBLIC HEARINGS

8.1 Establish Public Hearing - Storm Sewer and Surface Water Flowage Easement Vacation "Lot 28, Allerton Park" (14811 Holcomb Avenue), Case No. 014-2026-01.05

Motion by Councilmember Rozendaal, second by Councilmember Boddy to approve Resolution 147-2026: Establishing May 19, 2026, as a public hearing for consideration to vacate a portion of an Easement for Storm Sewer and Surface Water Flowage, Case No. 014-2026-01.05; and authorize the City Clerk to publish the notice of public hearing.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

9. PLANNING & ZONING ITEMS

9.1 “Kading Office Addition” Site Plan No. 012-2026-03.00 (7008 Madison Avenue)

Motion by Councilmember Croll, second by Councilmember Cacciatore to approve the "Kading Office Addition" Site Plan No. 012-2026-03.00, subject to conditions.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

9.2 “Carmel Ridge and Woods” Preliminary Plat (13600 Block of Aurora Avenue)

Motion by Councilmember Croll, second by Councilmember Carberry Montgomery to approve the "Carmel Ridge and Woods" Preliminary Plat, subject to conditions.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

10. REGULAR AGENDA ITEMS

10.1 2026 Series A General Obligation Capital Loan Note Sale

Motion by Councilmember Croll, second by Councilmember Boddy to approve Resolution 150-2026: Appointing UMB Bank, N.A. of West Des Moines, Iowa, to serve as Paying Agent, Note Registrar, and Transfer Agent; Approving the Paying Agent and Note Registrar and Transfer Agent Agreement; and Authorizing the Execution of the Agreement for Series 2026A GO Capital Loan Notes.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

Motion by Councilmember Croll, second by Councilmember Boddy to approve Resolution 151-2026: Approving and authorizing a form of Loan Agreement and authorizing and providing for the issuance of $7,750,000 GO Capital Loan Notes, Series 2026A, and amending the levy of taxes to pay the Notes; and approving the Tax Exemption Certificate and Continuing Disclosure Certificate.

AYES: Boddy, Cacciatore, Carberry Montgomery, Croll, and Rozendaal
Carried 5-0

11. CITY MANAGER'S REPORT

David Jones provided updates on State property tax legislation.

12. MAYOR & COUNCIL ITEMS

Items included: appreciation of participation and input at public hearings; traffic signal pilot program in Des Moines; safety concerns with programing downtown events and testing of mobile barricades; DART update; congratulations to the Urbandale Communications team on awards; sustainability fair and Walnut Creek Watershed event; e-bike legislation; HOA training; Spring Sizzle pop-up event; community engagements; and a Catch Des Moines update.

13. ADJOURNMENT

Mayor Adjourned the meeting at 9:17 P.M.

Robert D. Andeweg, Mayor

ATTEST:

Nicole Lunders, City Clerk

Published: May 19, 2026