



WAUKEE CITY COUNCIL
REGULAR MEETING

DATE: MONDAY, FEBRUARY 5, 2024
TIME: 5:30 P.M.

PLACE: WAUKEE CITY HALL, 230 W. HICKMAN RD., WAUKEE, IA 50263

****Full City Council meeting packet is available at
<https://rms.waukee.org/Public/Browse.aspx?id=162574&dbid=0&repo=Waukee>**

*In accordance with Iowa Code Sections 21.4(1)(b) and 21.8, this meeting of the Waukee City Council will be conducted with two different options for public participation: 1) Members of the public wishing to attend in person may do so in the Council Chambers at Waukee City Hall. 2) Members of the public wishing to participate electronically may do so via Zoom at the following link or phone numbers:

<https://zoom.us/j/352651371>
Meeting ID: 352-651-371

Or by phone:

+1 646-558-8656 or
+1 312-626-6799 or
+1 301-715-8592

In-person meetings are subject to change under certain circumstances, including but not limited to higher than average participation or changes in health guidelines. If the meeting shall be held electronically only, notice shall be posted to the City website (Waukee.org) and City social media. Questions regarding meeting format may also be directed to the City Clerk's office at 515-978-7904.

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- A. CALL TO ORDER
 - B. PLEDGE OF ALLEGIANCE
 - C. ROLL CALL
 - D. OPEN FORUM [Pursuant to City Council Rules of Procedure, presentations under Open Forum shall be limited to three (3) minutes per individual. Please refer to the footnotes on this agenda for more detailed Open Forum procedures**.]
 - E. AGENDA APPROVAL
 - F. PRESENTATIONS:
 - 1) Ankeny Sanitation, Inc., annual report
 - G. PUBLIC HEARINGS:
 - 1) On plans, specifications, form of contract and estimate of cost [Serenity Drive Replacement Project]
 - 2) On plans, specifications, form of contract and estimate of cost [Prairie Rose Trail Project]
 - H. PUBLIC HEARING ACTION ITEMS:
 - 1) *Serenity Drive Replacement Project*
 - A. RESOLUTION: Consideration of approval of a resolution approving plans, specifications, form of contract and estimate of cost
 - B. RESOLUTION: Consideration of approval of a resolution awarding contract
 - 2) *Prairie Rose Trail Project*
 - A. RESOLUTION: Consideration of approval of a resolution approving plans, specifications, form of contract and estimate of cost
 - B. RESOLUTION: Consideration of approval of a resolution awarding contract

I. ACTION ITEMS:

- 1) **CONSENT AGENDA PART 1** [All items listed under the Consent Agenda will be considered for approval through one motion and second. There will be no separate discussion of these items unless there is a motion and second by Council for an item or items to be considered as separate action items.]
 - A. Consideration of approval of 02/05/2024 Bill List; 01/19/2024, 02/02/2024 Payrolls
 - B. Consideration of approval of City Council Minutes of 01/15/2024 Regular Meeting, 01/22/2024 Work Session
 - C. Retail Alcohol License Applications, Renewals:
 1. Consideration of approval of renewal of 12-month Special Class C Retail Alcohol License with Outdoor Service privilege for City of Waukee, d/b/a Sugar Creek Municipal Golf Course [1505 6th Street]
 2. Consideration of approval of renewal of 12-month Class B Retail Alcohol License for OLD STATION CRAFT MEATS, LLC, d/b/a Old Station Craft Meats [450 6th Street]
 3. Consideration of approval of renewal of 12-month Class E Retail Alcohol License for SJ, LLC, d/b/a Star Liquor Tobacco & Vape [23 NE Carefree Lane]
 - D. Contracts, Agreements:
 1. Consideration of approval of a resolution approving Intergovernmental Agreement Between Dallas County and the City of Waukee [NW 10th Street (R-22/U Avenue) Crack & Seat Project]
 2. Consideration of approval of a resolution approving and authorizing execution of a Partial and Limited Assignment and Assumption of Agreement for Private Development and Minimum Assessment Agreement from The Quarter at Waukee, LLC, to Waukee Hotel, LLC
 3. Consideration of approval of a resolution approving Event Vendor Agreement with Knockerball 118, LLC [Independence Day Celebration 2024]
 4. Agreements for Professional Consulting Services:
 - a) Consideration of approval of a resolution approving Agreement for Professional Consulting Services with Veenstra & Kimm, Inc. [West Area Trunk Sewer Phase 3 Project]
 - b) Consideration of approval of a resolution approving Agreement for Professional Consulting Services with Veenstra & Kimm, Inc. [Transite Water Main Replacement Phase 4 Project]
 - c) Consideration of approval of a resolution approving Agreement for Professional Consulting Services with WHKS & Co. [U Place Culvert Replacement Project]
 - d) Consideration of approval of a resolution approving Agreement for Professional Consulting Services with WHKS & Co. [17th Street and 11th Street Culverts Project]
 - e) Consideration of approval of a resolution approving Agreement for Professional Consulting Services with Foth Infrastructure and Environment, LLC [NW 10th Street Crack & Seat Project]
 - f) Consideration of approval of a resolution approving Agreement for Professional Consulting Services with JCG Land Services, Inc. [2024 Miscellaneous Right-of-Way and Easement Acquisition Services]
 - g) Consideration of approval of a resolution approving Agreement for Professional Consulting Services with Team Services, Inc. [2024 Construction Testing and Inspection Services]
 5. Consideration of approval of a resolution approving contract and bond [Bluestem Trunk Sewer Phase 2 Project]
 6. Consideration of approval of a resolution approving various Agreements Concerning Construction of Fence
 7. Consideration of approval of a resolution approving a Memorandum of Understanding with the City of Clive, Iowa, for sharing of a Knox key system for commercial buildings
 - E. Change Orders, Payment Estimates, Acceptance of Public Improvements, Releases of Retainage:
 1. Consideration of approval of Payment Estimate No. 8 to Elder Corporation for the Stratford Crossing Park Project in the amount of \$1,315.23
 2. Consideration of approval of Payment Estimate No. 8 to Landmark Structures for the 3rd Street Elevated Storage Tank Replacement Project in the amount of \$251,275.00
 3. Consideration of approval of Change Order No. 1 to Busy Bee Construction for the Transite Water Main Replacement Phase 3 Project, increasing the contract in the amount of \$23,082.69
 4. Consideration of approval of Payment Estimate No. 3 to Busy Bee Construction for the Transite Water Main Replacement Phase 3 Project in the amount of \$56,323.14
 5. Consideration of approval of Payment Estimate No. 23 to Core Construction Services, LLC, for the Waukee Public Works Site Expansion Phase 1 Project in the amount of \$5,372.44
 6. Consideration of approval of a resolution accepting public improvements [Waukee Public Works Site Expansion Phase 1 Project]
 7. Consideration of approval of Payment Estimate No. 24 (Final)/release of retainage to Core Construction Services, LLC, for the Waukee Public Works Site Expansion Phase 1 Project in the amount of \$299,477.73
 8. Consideration of approval of release of retainage to Elder Corporation for the Heart of the Warrior Trailside Improvements Project in the amount of \$8,406.58

9. Consideration of approval of a resolution accepting public improvements [Ferree's Addition Plat 3]
 10. Consideration of approval of a resolution accepting public improvements [Fox Valley Plat 1]
 11. Consideration of approval of a resolution accepting public improvements [Hamilton Ridge Plat 5]
 12. Consideration of approval of a resolution accepting public improvements [Hamilton Ridge Plat 9]
 13. Consideration of approval of a resolution accepting public improvements [Kettlestone Central – South, SE Glacier Trail Public Improvements]
 14. Consideration of approval of a resolution accepting public improvements [Prairie Rose Plat 5]
- F. Easements, Deeds:
1. Prairie Rose Trail Project:
 - a) Consideration of approval of a resolution approving Temporary Construction Easement with Trust Builders, LLC
 - b) Consideration of approval of a resolution approving Temporary Construction Easement with Prairie Rose Maintenance Association, Inc.
 - c) Consideration of approval of a resolution approving Temporary Construction Easement with Prairie Rose Waukee, LLC
 2. Consideration of approval of a resolution approving Quit Claim Deed with Northern Natural Gas Company [Waukee TBS No. 1 Relocation Project]
 3. Consideration of approval of a resolution approving Warranty Deed for SE Glacier Trail Right-of-Way [Caliber Land Company, LLC]
 4. Consideration of approval of a resolution approving Warranty Deed for SE Tallgrass Lane Right-of-Way [Caliber Land Company, LLC]
- G. Construction Drawings:
1. Consideration of approval of a resolution approving construction drawings [Ashworth North Plat 3 – Regional Detention Pond]
 2. Consideration of approval of a resolution approving construction drawings [Ashworth North Plat 3 – SE Glacier Trail]
 3. Consideration of approval of a resolution approving construction drawings [Spring Meadows Plat 2]
- H. Consideration of approval of a motion setting March 4, 2024, as the date of public hearing on an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from K-MU [Kettlestone Mixed Use District] to K-MU/PD-1 [Kettlestone Mixed Use District with a Planned Development Overlay] (Kettlestone Central – Lofts)
- I. Consideration of approval of receipt and file of the purchase of three (3) dump trucks/snow plows and one (1) brine trailer from O'Halloran International of Des Moines, IA, in the total amount of \$863,355.00 [Waukee Public Works Department]
- J. Consideration of approval of a resolution of support for a Rebuilding America's Infrastructure with Sustainability and Equity (RAISE) Grant Application [University Avenue Extension Project]
- K. Consideration of approval of a resolution approving City of Waukee Policy for Naming of Facilities and Park Land

2) CONSENT AGENDA PART 2 [All items listed under the Consent Agenda will be considered for approval through one motion and second. There will be no separate discussion of these items unless there is a motion and second by Council for an item or items to be considered as separate action items.]

- A. Consideration of approval of 12/25/2023 legal services invoices

- 3) MAYOR'S APPOINTMENT AND RESOLUTION:** Consideration of approval of a resolution approving mayor's appointment of City of Waukee trustees and Technical Committee representatives to the Central Iowa Water Works (CIWW) Board for 2024
- 4) ORDINANCE:** Consideration of approval of an ordinance to add Chapter 47, Camping, of the Municipal Code of the City of Waukee, Iowa [introduction; first reading]
- 5) ORDINANCE:** Consideration of approval of an ordinance to amend Chapter 65, Stop or Yield Required, City of Waukee, Iowa, by amending Section 65.01, Through Streets; Stop Intersections [introduction; first reading]
- 6) ORDINANCE:** Consideration of approval of an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from A-1 to R-2, R-2/PD-1, R-3, and C-1; and from R-2 to R-2/PD-1, a parcel to be known as Castleton Pointe [second reading]
- 7) ORDINANCE:** Consideration of approval of an ordinance to amend Chapter 68, Parking Regulations, City of Waukee, Iowa, by amending Section 68.09, No Parking Zones [second, third (final) readings]
- 8) RESOLUTION:** Consideration of approval of a resolution approving final plat for Remington Pointe Plat 1

- 9) **RESOLUTION:** Consideration of approval of a resolution approving final plat for Remington Pointe Plat 2
- 10) **RESOLUTION:** Consideration of approval of a resolution approving site plan for KeeTown Loop – Re/Max [2940 Grand Prairie Parkway]
- 11) **RESOLUTION:** Consideration of approval of a resolution approving Agreement for Professional Consulting Services with SVPA Architects [2024 City Campus Master Plan]

- J. **REPORTS:**
- A. City Administrator Report
 - B. City Attorney Report
 - C. Council Member Reports

- K. **CLOSED SESSION:** Pursuant to Code of Iowa §21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation

ADJOURNMENT

*Pursuant to §21.4(2) of the Code of Iowa (2023), the City has the right to amend this agenda up until 24 hours before the posted meeting time.

The City of Waukee is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required, please contact the Clerk's office at 515-978-7904 or email bschuett@waukee.org by 8:00 a.m. the day of the meeting to have reasonable accommodations provided.

Rules of Order and Decorum for the Zoom Meeting

Any member of the public who would like to ask questions or make comments during either the Open Forum or Public Hearing portions of the meeting may participate by using the RAISE HAND feature. Participants must be recognized by the presiding officer and must state their full name and address before addressing the City Council. If you are participating via phone, the raise and lower hand feature can be activated by using *9. After you are recognized, use *6 to unmute your audio. The Chat and Q&A functions will be turned off during the meeting.

Questions or comments for the Public Hearing portion of the meeting may also be submitted in advance by emailing bschuett@waukee.org before 5:00 p.m. the day of the meeting. Any questions or comments submitted by this deadline will be read aloud by City staff during that particular Public Hearing.