



WAUKEE CITY COUNCIL  
REGULAR MEETING

DATE: **TUESDAY, JULY 5, 2022**  
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=179133&dbid=0&repo=Waukee>**

\*Due to public health concerns and guidance, 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. MONTHLY MAYOR'S REPORT
  - G. PRESENTATIONS: NONE
  - H. PUBLIC HEARINGS:
    - 1) On an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from A-1 to K-MF Stacked Med, a parcel to be known as Launch Townhomes at Kettlestone
    - 2) On plans, specifications, form of contract and estimate of cost [West Area Trunk Sewer Extension Phase 2 Project] (*CONTINUED FROM JUNE 20, 2022, REGULAR CITY COUNCIL MEETING*)

**NOTE:** Public hearing on an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from C-1/PD-1 and C-1A/PD-1 to C-1/PD-1, a parcel to be known as Waukee Towne Center, will be **rescheduled** for August 1, 2022.

**I. PUBLIC HEARING ACTION ITEMS:**

- 1) **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 K-MF Stacked Med, a parcel to be known as Launch Townhomes at Kettlestone [introduction; first reading]
- 2) **West Area Trunk Sewer Extension Phase 2 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

**J. ACTION ITEMS:**

- 1) **CONSENT AGENDA** [All items listed under the Consent Agenda will be enacted by one motion. 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 07/05/2022 Bill List; 06/10/2022 Payroll
  - B. Consideration of approval of City Council Minutes of 06/20/2022 Regular Meeting
  - C. Consideration of approval of 5-day Special Class C Liquor License with Outdoor Service privilege, beginning July 12, 2022, for BEERCOE, LLC, d/b/a Beercoe [1255 S. Warrior Lane, Waukee Area Arts Council Art Festival]
  - D. Block Party Permit Applications, Temporary Street Closures:
    1. Consideration of approval of a resolution approving the temporary closing of NE Gracewood Drive from N. Warrior Lane east and south to NE Bowman Drive on Saturday, July 16, 2022, between the hours of 9:00 a.m. and 10:00 p.m. for the purpose of a neighborhood block party
    2. Consideration of approval of a resolution approving the temporary closing of Cedar Street from 10<sup>th</sup> Street west to 11<sup>th</sup> Street on Saturday, August 6, 2022, between the hours of 11:00 a.m. and 10:00 p.m. for the purpose of a neighborhood block party
  - E. Consideration of approval of a resolution approving a job description and pay grade [IT Infrastructure Administrator]
  - F. Consideration of approval of a resolution approving renewal with Iowa Communities Assurance Pool (ICAP) for 07/01/2022 – 06/30/2023 Property, Auto, Professional and Liability Insurance
  - G. Consideration of approval of a resolution approving Affordable Housing Project Request for Proposals
  - H. Contracts, Agreements:
    1. Consideration of approval of a resolution approving Agreement for Professional Consulting Services between Snyder & Associates, Inc., and the City of Waukee, IA [2022-2023 Miscellaneous Engineering Services]
    2. Consideration of approval of a resolution approving Agreement for Professional Consulting Services between Veenstra & Kimm, Inc., and the City of Waukee, IA [2022-2023 ADA Sidewalk Improvements Project]
    3. Consideration of approval of a resolution approving Amendment No. 1 to Agreement for Professional Consulting Services with OPN Architects [Waukee City Hall Renovation and Security Upgrades Project]
    4. Consideration of approval of a resolution approving Purchase Agreement and Easements between Waukee Commons, LC, and the City of Waukee [West Area Trunk Sewer Extension Phase 2 Project]
    5. Consideration of approval of a resolution approving contract and bond [2022/2023 Manhole Rehabilitation Project]
    6. Consideration of approval of a resolution approving various Agreements Concerning Construction of Fence
  - I. Consideration of approval of Payment Estimate No. 1 to J&K Contracting, LLC, for the Little Walnut Creek Trunk Sewer Extension Phase 5 Project in the amount of \$163,187.67
  - J. Consideration of approval of a motion setting August 1, 2022, as the date of public hearing on an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from C-1 [Community and Highway Service Commercial District]/PD-1 [Planned Development Overlay District] and C-1A [Neighborhood Commercial District]/PD-1 [Planned Development Overlay District] to C-1 [Community and Highway Service Commercial District]/PD-1 [Planned Development Overlay District] (Waukee Towne Center)
- 2) **ORDINANCE:** Consideration of approval of an ordinance to amend Chapter 68, Parking Regulations, City of Waukee, Iowa, by amending Section 68.04, Angle Parking, as specified [introduction; first reading]

- 3) **ORDINANCE:** Consideration of approval of an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from R-4/PD-1 and R-2/PD-1 to R-4/PD-1, a parcel to be known as Petersen Townhomes [second reading]
- 4) **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 and R-3, a parcel to be known as Fox Creek Meadows [third (final) reading]
- 5) **RESOLUTION:** Consideration of approval of a resolution approving preliminary plat for Fox Creek Meadows
- 6) **RESOLUTION:** Consideration of approval of a resolution approving construction drawings for Fox Creek Meadows
- 7) **RESOLUTION:** Consideration of approval of a resolution approving preliminary plat for Stratford Pointe
- 8) **RESOLUTION:** Consideration of approval of a resolution approving final plat for Stratford Pointe Plat 1
- 9) **RESOLUTION:** Consideration of approval of a resolution approving site plan for Stratford Pointe [1210 NW Sunrise Drive]
- 10) **RESOLUTION:** Consideration of approval of a resolution approving preliminary plat for Koethe Addition Plat 2
- 11) **RESOLUTION:** Consideration of approval of a resolution approving final plat for Koethe Addition Plat 2
- 12) **RESOLUTION:** Consideration of approval of a resolution approving a site plan for Starbucks [1500 SE University Avenue]
- 13) **RESOLUTION:** Consideration of approval of a resolution approving City of Waukee FY2023 Strategic Plan

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

## ADJOURNMENT

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\*Pursuant to §21.4(2) of the Code of Iowa (2021), 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 least 48 hours in advance at 978-7904 or email [bschuett@waukee.org](mailto:bschuett@waukee.org) 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](mailto: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.