



**WAUKEE CITY COUNCIL  
REGULAR MEETING**

**DATE: MONDAY, AUGUST 1, 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:**
  - 1) Denman & Company on upcoming FY2022 audit
- H. PUBLIC HEARINGS:**
  - 1) 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
  - 2) On the intent to commence a public improvement project known as West Area Trunk Sewer Extension Phase 2 Project
  - 3) On plans, specifications, form of contract and estimate of cost [U.S. 6 (Hickman Road) & Berkshire Parkway/SE Waco Place Intersection Improvements Project]

**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 C-1/PD-1 and C-1A/PD-1 to C-1/PD-1, a parcel to be known as Waukee Towne Center [introduction; first reading]
- 2) **RESOLUTION:** Consideration of approval of a resolution approving and authorizing a public improvement project to construct the West Area Trunk Sewer Extension Phase 2 Project, funding of final site-specific design, final route/site selection, to acquire land for the project by purchase and, if necessary, to authorize the use and acquisition of property by eminent domain
- 3) ***U.S. 6 (Hickman Road) & Berkshire Parkway/SE Waco Place Intersection Improvements 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 consenting to the City of Clive's making award of construction contract

**J. ACTION ITEMS:**

- 1) **CONSENT AGENDA PART 1** [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 08/01/2022 Bill List; 07/22/2022 Payroll
  - B. Consideration of approval of City Council Minutes of 07/18/2022 Regular Meeting
  - C. Consideration of approval of a resolution approving the temporary closing of NE Prairie Wolf Drive from NE Dartmoor Drive to NE Red Fox Lane on Saturday, August 13, 2022, between the hours of 3:30 p.m. and 11:30 p.m. for the purpose of a neighborhood block party
  - D. Liquor License Applications, Renewals:
    1. Consideration of approval of renewal of 12-month Class C Liquor License with Catering and Sunday Sales privileges for Hy-Vee, Inc., d/b/a Hy-Vee Tasting Room [1005 E. Hickman Road]
    2. Consideration of approval of renewal of 12-month Class C Liquor License with Outdoor Service and Sunday Sales privileges for Riley Drive Entertainment XVI, Inc., d/b/a Saints Pub + Patio Waukee [87 NE Carefree Lane], pending proof of dram insurance and Fire Marshal approval
  - E. Contracts, Agreements:
    1. Consideration of approval of a resolution approving Intergovernmental Agreement for the Funding and Operation of a Joint Fire and EMS Records Management System [Cities of Clive, Grimes, Johnston, Norwalk, Urbandale, Waukee and Windsor Heights]
    2. Consideration of approval of a resolution approving Amendment No. 1 to Lease Agreement for 1255 3<sup>rd</sup> St. Site [Cellco Partnership, d/b/a Verizon Wireless]
  - F. Change Orders, Payment Estimates, Acceptance of Public Improvements, Releases of Retainage:
    1. Consideration of approval of Payment Estimate No. 7 to Concrete Connections, Inc., for the Sugar Creek Park Project in the amount of \$34,345.35
    2. Consideration of approval of Payment Estimate No. 3 to Core Construction Services, LLC, for the Waukee Public Works 2<sup>nd</sup> Floor Expansion Project in the amount of \$106,243.25
    3. Consideration of approval of Change Order No. 2 to Core Construction Services, LLC, for the Waukee Public Works Site Expansion Phase 1 Project increasing the contract in the amount of \$9,154.89
    4. Consideration of approval of Payment Estimate No. 6 to Core Construction Services, LLC, for the Waukee Public Works Site Expansion Phase 1 Project in the amount of \$254,060.40
    5. Consideration of approval of Change Order No. 1 to Turnbull's Tree Service for the Ash Tree Removal Project increasing the contract in the amount of \$10,250.00
    6. Consideration of approval of Payment Estimate No. 2 to Turnbull's Tree Service for the Ash Tree Removal Project in the amount of \$ 21,775.63
  - G. Consideration of approval of a resolution awarding grant funding to Kenny's Garage as part of the City of Waukee Downtown Façade Improvement Program
  - H. Consideration of approval of a resolution approving an amendment to City of Waukee Employee Handbook [7.17 Expenditure of Funds Policy]
  - I. Consideration of approval of a resolution approving Amendment No. 2 to a Policy for the Expenditure of Funds in Recognition and Support of Employees, Elected Officials and Volunteers
  - J. Consideration of approval of a resolution ordering construction of Waukee City Hall Security Upgrades Project and fixing a date for hearing thereon and taking bids therefor

**2) CONSENT AGENDA PART 2** [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 a resolution approving Ahlers & Cooney, P.C., Engagement Agreement, 2022 General Urban Renewal/Economic Development Matters

**3) ORDINANCE:** Consideration of approval of an ordinance amending Code of Ordinances of the City of Waukeee, Iowa, by amending provisions within Chapter 45, Alcohol Consumption and Intoxication, pertaining to alcoholic beverage control [introduction; first reading]

**4) ORDINANCE:** Consideration of approval of an ordinance to adopt Chapter 25, Establishing a Public Art Advisory Commission [second reading]

**5) ORDINANCE:** Consideration of approval of an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukeee, Iowa, by rezoning certain property from A-1 to K-MF Stacked Med, a parcel to be known as Launch Townhomes at Kettlestone [third (final) reading]

**6) RESOLUTION:** Consideration of approval of a resolution approving final plat for Cove at Kettlestone Plat 4

**7) The Pitch Plat 1 [705 NW 2<sup>nd</sup> Street]**

**A. RESOLUTION:** Consideration of approval of a resolution approving preliminary plat

**B. RESOLUTION:** Consideration of approval of a resolution approving final plat

**C. RESOLUTION:** Consideration of approval of a resolution approving site 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 Waukeee 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@waukeee.org](mailto:bschuett@waukeee.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@waukeee.org](mailto:bschuett@waukeee.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.