

**WAUKEE CITY COUNCIL MINUTES**  
**August 2, 2021**

- (A) **Call to Order** – The regular meeting of the Waukee City Council was called to order by Mayor Clarke at 5:30 p.m. at Waukee City Hall, 230 W. Hickman Rd. and electronically via Zoom.
- (B) **Pledge of Allegiance**
- (C) **Roll Call** – The following members were present: Mayor Courtney Clarke; Council Members Anna Bergman Pierce, R. Charles Bottenberg, Chris Crone, Larry R. Lyon, Ben Sinclair (electronically). Absent: None.

Also in attendance: City Administrator Tim Moerman, Assistant City Administrator Brad Deets, Public Works Director/City Engineer Rudy Koester, Planning Coordinator Andy Kass, Finance Director Linda Burkhart, Human Resources Director Michelle Lindsay, Marketing & Communications Director Summer Evans, IT Director Son Le, Police Chief John Quinn, Economic Development Coordinator Jennifer Brown (electronically), City Clerk Rebecca D. Schuett, City Attorney Steve Brick.

- (D) **Open Forum**
- (E) **Agenda Approval** – Council Member Lyon moved to approve the agenda; seconded by Council Member Crone. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.
- (F) **Monthly Mayor’s Report** – Mayor Clarke noted that Aug. 3 is Public Safety Day, then reviewed other August events such as Movies in the Park and the Rotary Club of Waukee “Waukee Palooza” event. She added that Des Moines Water Works has lifted their Stage 1 watering restrictions, but asked residents and businesses to continue following the Wise Water Use plan.
- (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 R-2, a property to be known as Fox Valley Phase 2** – Mayor Clarke opened the public hearing and asked if any written correspondence had been received; City Clerk Schuett replied that none had been received in the clerk’s office. Planning Coordinator Kass briefly reviewed the application, stating that the applicant received 68% consent from neighboring property owners. The subject property was left out of the initial Fox Valley rezoning request as a possible elementary school location; however, the site was not ultimately selected for that use. Mr. Kass reviewed the public street extensions and parkland dedication area. No comments were made by the public in attendance.
  - 2) **On an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from K-OF to R-4/PD-1, a property to be known as Vintage Estates of Waukee** – Mayor Clarke opened the public hearing and asked if any written correspondence had been received; City Clerk Schuett replied that none had been received in the clerk’s office. Planning Coordinator Kass briefly reviewed the application for detached, owner-occupied units marketed for ages 55 or older. The applicant received 56% consent from neighboring property owners. A clubhouse is identified within the development, as well as private interior streets. Landscape buffers are required along all sides of the development. The proposed PD-1 zoning would allow for reduced setbacks between units in exchange for specific architectural elements, additional landscaping and certain minimum square footages. Mr. Kass noted that while the proposal was consistent with the Kettlestone master development plan, it is considered “down-zoning” from the originally-planned office use. The commercial development directly to the east of the subject property includes a residential component, with the proposed rezoning offering additional housing diversity in the area. Mr. Kass then reviewed exterior building elevation concepts. Council Member Crone asked if there were many villa-style developments in Waukee; Mr. Kass replied that there

were not many, but cited Brookridge and the future Courtyards at Parkside as similar developments. Mayor Clarke asked if there were any safety concerns associated with reduced building setbacks; Assistant City Administrator Deets replied in the negative, noting that the 12-foot setback was an industry standard for this type of development but that several developments in the city have been approved with smaller 10-foot setbacks. Council Member Sinclair asked why a fee in lieu of parkland dedication was proposed for this development; Mr. Kass replied that the applicant had proposed the fee and that the size of the property would create a very small area of parkland. He noted that the development was proposed to include private recreational amenities. No comments were made by the public in attendance.

- 3) **On an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from K-RC to K-RR/PD-1, a property known as KeeTown Loop** – Mayor Clarke opened the public hearing and asked if any written correspondence had been received; City Clerk Schuett replied that none had been received in the clerk’s office. Assistant City Administrator Deets briefly reviewed the application, which is necessary due to the unique nature of the project. The PD-1 rezoning is proposed to address building height as well as bulk regulations and uses that are tailored specifically to this development. Some special provisions within the PD-1 zoning relate to the proposed entertainment venue and related signage. Mr. Deets noted that there have been questions about potential noise generated on the property, but clarified that an entirely indoor entertainment venue is proposed. He then discussed various street improvements being made by the City in the general vicinity of the subject property, and shared entertainment venue exterior elevation concepts. No comments were made by the public in attendance.

(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 R-2, a property to be known as Fox Valley Phase 2 [introduction; first reading]** – Council Member Crone introduced the ordinance and moved to approve the first reading in title only; seconded by Council Member Sinclair. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.
- 2) **Ordinance: Consideration of approval of an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from K-OF to R-4/PD-1, a property to be known as Vintage Estates of Waukee [introduction; first reading]** – Council Member Crone introduced the ordinance and moved to approve the first reading in title only; seconded by Council Member Bergman Pierce. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.
- 3) **Ordinance: Consideration of approval of an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from K-RC to K-RR/PD-1, a property known as KeeTown Loop [introduction; first reading]** – Council Member Lyon introduced the ordinance and moved to approve the first reading in title only; seconded by Council Member Bergman Pierce. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.

(J) **Action Items:**

- 1) **Consent Agenda:** Council Member Bottenberg moved to approve the Consent Agenda; seconded by Council Member Lyon. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.

A. Consideration of approval of 08/02/2021 Bill List; 07/15/2021 Payroll:

Total Unpaid Bills Presented for Approval :	\$395,921.47
Total Checks Issued Prior to Council Approval:	
(A) Prior to Last Council Meeting	1,222.90
(B) After Last Council Meeting	39,934.31
(C) Payroll Taxes & Reimbursements	353,101.86
(D) Utility Refund Checks	920.06

Payroll Checks Issued:  
(E) 07/15/2021

\*TOTAL\* 324,117.66  
\$1,115,218.26

FY 2021 Fund Recap:

	Expenditures		Revenues	
	Budgeted	Year To Date	Budgeted	Year To Date
010 General Fund	\$17,645,394	\$17,782,745	\$16,606,926	\$16,237,081
011 General Fund-Hotel/Motel Tax	10,000	11,883	16,000	32,394
060 Road Use Tax Fund	2,810,802	2,278,823	2,588,250	2,463,748
070 Firemen's Association	-	-	-	-
080 Library Foundation	-	-	-	-
085 Asset Forfeitures	-	-	-	-
090 North Residential TIF	1,500	665	-	-
091 Hickman West Indust Park TIF	1,742,506	1,742,506	805,445	866,226
092 Enterprise Business Park TIF Fund	-	-	-	-
093 Waukee Urban Renewal Area TIF Fund	2,076,262	2,050,328	3,715,276	3,842,873
094 Gateway Urban Renewal	951,732	936,382	1,327,728	1,595,236
095 Autumn Ridge Urban Renewal	374,581	484,849	711,471	698,870
096 Waukee West Urban Renewal	1,000	702	-	-
097 Southwest Business Park	53,000	52,577	71,049	139,657
098 Waukee Central URA	-	-	154,346	-
110 Debt Service Fund	12,082,232	12,055,597	13,601,888	13,678,712
111 Special Assessments Fund	-	-	-	40,116
210 Employee Benefits Fund	2,475,000	2,475,000	2,501,444	2,454,249
211 Local Option Sales Tax	696,553	1,019,945	3,337,120	3,338,082
212 Public Improvement Fund	2,000,000	2,000,000	2,000,000	2,006,679
327 Capital Projects	31,035,000	28,958,216	23,432,370	28,472,210
330 City Wide SA Sidewalk Project	-	-	-	4,069
510 Water Utility Fund	9,622,762	5,093,270	7,126,600	7,982,532
520 Sewer Utility Fund	9,743,271	7,506,171	8,147,000	8,137,035
521 University Ave Trunk Sewer Project	-	-	-	27,461
522 Waste Water Treatment PI	-	-	-	123
523 E Area Pump Sta Treatment	-	-	-	432
540 Gas Utility Fund	11,040,269	10,048,772	10,258,020	10,856,602
560 Storm Sewer Utility Fund	3,131,968	2,770,478	1,347,433	2,266,445
570 Utility Bill Fund	441,660	420,218	422,346	421,868
590 Solid Waste Collect & Rcycl Fund	1,448,400	1,464,082	1,482,100	1,500,858
750 Golf Course Fund	619,788	493,529	716,000	1,170,648
810 Equipment Revolving Fund	-	-	15,000	11,985
*TOTAL*	\$110,003,680	\$99,646,736	\$100,383,812	\$108,246,192

CHECKS ISSUED PRIOR TO COUNCIL APPROVAL 08/02/2021:

CIRKSENA, CYNTHIA E	UTILITY REFUND	\$122.27
CITY OF WAUKEE	PAYROLL REIMBURSEMENTS	32,055.69
CLAYTON PROPERTIES, DBA SUMMIT HOMES	UTILITY REFUND	37.60
CONSOLIDATED COMMUNICATIONS ENTERPRISE SERVICES INC	JULY 2021 STATEMENT- PUBLIC SAFETY	253.00
DEARTH, ARNOLD D	UTILITY REFUND	44.63
DELUXE	MAX ENTRY DEPOSIT TICKET	276.60
DIMLER, KONNER R	UTILITY REFUND	60.96
DOLL DISTRIBUTING, LLC	BEER DELIVERY	538.15
DOLL DISTRIBUTING, LLC	BEER DELIVERY	643.65
EFTPS	FICA TAX WITHHOLDING	125,078.13
GENESIS HOMES	UTILITY REFUND	29.31
HOUSER, TERESA L	UTILITY REFUND	46.30
ICMA RETIREMENT TRUST 457	ICMA RETIREMENT	11,914.85
IOWA BEVERAGE SYSTEMS INC	BEER DELIVERY	236.75

IOWA BEVERAGE SYSTEMS INC	BEER DELIVERY	3,071.75
IOWA DEPT OF HUMAN SERVICES	CHILD SUPPORT	925.00
IPERS	IPERS DEDUCTIONS	136,029.73
ISOLVED BENEFIT SERVICES, INC	SECTION 125 MEDICAL DEDUCTIONS	7,946.17
KELDERMAN, SANDRA S	UTILITY REFUND	20.00
KELLER, DANA L	UTILITY REFUND	63.96
KIMBALL MIDWEST	O-RINGS	860.75
KOPLIN, MEREDITH E	UTILITY REFUND	68.12
LEWIS, LINDA M	UTILITY REFUND	81.56
	STRATEGIC PLANNING-REISSUE	
LYLE SUMEK ASSOCIATES INC	VOIDED CHECK	20,663.20
MACQUEEN EQUIPMENT	SB SEGMENT SET	2,509.15
MEALS FROM THE HEARTLAND	MEALS FROM HEARTLAND DEDUCTION	46.00
MILLER, MEREDITH G	UTILITY REFUND	87.50
	STRAW BLANKET AND FABRIC	
MULCH MART	STAPLES	41.18
RUPE, TANNER A	UTILITY REFUND	113.87
SCHAUMBURG, JESSICA	UTILITY REFUND	48.37
	4TH OF JULY ARM BANDS AND	
SPECTACULAR AMUSEMENTS, INC	TICKETS	3,170.00
SUGAR CREEK GOLF COURSE	GOLF LEAGUE PRIZE CHECK	448.00
	CITY GOLF CHAMPIONSHIP PRIZE	
SUGAR CREEK GOLF COURSE	CHECK	663.00
TREASURER STATE OF IOWA	STATE WITHHOLDING TAXES	38,914.47
ULRICH, AARON T	UTILITY REFUND	68.12
UNITED WAY CENTRAL IOWA	UNITED WAY DEDUCTION	41.67
US POSTAL SERVICE	2021 JUNE LATE NOTICES	416.76
VAN SANT, JOE	UTILITY REFUND	27.49
	WAUKEE AREA CHRISTIAN SERVICES	
WAUKEE AREA CHRISTIAN SERVICES	DEDUCTION	62.24
	WAUKEE BETTERMENT FOUNDATION	
WAUKEE BETTERMENT FOUNDATION	DEDUCTION	80.00
WAUKEE PUBLIC LIBRARY FRIENDS	LIBRARY FRIENDS FOUNDATION	
FOUNDATION	PAYROLL CONTRIBUTION	7.91
WELLS FARGO COMMERCIAL CARD	MAY 21 CREDIT CARD STATEMENT	7,365.27
*TOTAL*		\$395,179.13

UNPAID BILLS PRESENTED FOR APPROVAL 08/02/2021:

ADEL AUTO PARTS	PREMIXED GALLON	\$318.38
	VERTEX CSS12/LIQUID	
ALL IOWA POOL	CHOLORINE/MURIATIC ACID	147.84
AMAZON CREDIT PLAN	JULY 2021 STATEMENT	152.54
	REMOTE CONTROL/CAMERA	
AMAZON.COM	SYSTEM/COFFEE STIRRERS/CABLE	1,267.16
AUTOMATIC DOOR GROUP	DOOR REPAIR	495.10
BAKER MECHANICAL, INC.	MAINTENANCE AGREEMENT	3,164.25
BANK OF AMERICA	JULY 21 CREDIT CARD STATEMENT	3,996.17
	GRAB HOOK/CHAIN BINDER/LIGHT	
BAX SALES INC	BULBS	204.74
BOUND TREE MEDICAL	EMS SUPPLIES	102.63
BRICK GENTRY BOWERS SWARTZ	JUNE 2021 STATEMENT	12,757.50
BUSINESS NETWORK LONG DISTANCE	JULY 2021 STATEMENT	17.08
	20/25CS IDEAL FIT/60GL 1.5 MIL BLK	
CAPITAL SANITARY SUPPLY	100CS/STRIDE	230.48
CENTURYLINK	JULY 2021 STATEMENT	56.68
CFI SALES INC	VEHICLE MAINTENANCE	2,757.00
	ADDITIONAL JUNIOR GOLF	
CHAD PROEHL	PARTICIPANT 2021	135.00
CHARLES GABUS FORD	SUMMER RENTAL VAN	2,059.70
CHRIS SALVO	THERMOSTAT REBATE	30.00
CINTAS CORPORATION	PAPER TOWELS/SOAP/TOILET PAPER	305.15

CIT SIGNATURE TRANSPORTATION	CHARTER BUS TO IOWA FALLS	829.05
CITY OF URBAN DALE	SALT STORAGE REIMBURSEMENT	2,112.00
CONFLUENCE	JUNE 2021 WAUKEE ATHLETIC	
CORE & MAIN LP	COMPLEX/TRIUMPH PARK	10,085.17
COSTAR REALTY INFORMATION INC	2 VALVE BOX RISER	136.00
CUMMINS CENTRAL POWER	COSTAR SUITE	395.00
DAN'S TOWING & SERVICE	PAC, LF/PAC, FS/LF STRAT/PAC, WF	747.40
DELTA DENTAL	VEHICLE MAINTENANCE	210.00
DES MOINES PRINTING	AUG '21 DENTAL INSURANCE PREMIUM	9,812.66
DES MOINES REGISTER	P&R OFFICE ENVELOPES	185.00
DES MOINES STAMP MFG CO	AUGUST 2021 SUBSCRIPTION	37.00
DESIGNPD LLC	NOTARY STAMP- DEETS	32.40
DINNER DELIGHTS	FTO SOFTWARE	2,197.00
EDGAR TAN	FREEZER MEAL WORKSHOP JULY 11	
EJS SUPPLY, LLC	2021	312.00
EMERGENCY APPARATUS MAINTENANCE	FURNACE REBATE	125.00
INC.	TUCA-4/TUCA-3/BLADE SAVER	10,424.45
ENERGY ECONOMICS	E910 REPAIR	616.05
FAREWAY STORES, INC.	METER TESTING	2,320.50
FARNSWORTH GROUP, INC	PAPER PLATES- PARK PLAY	4.98
FASTENAL COMPANY	PUBLIC WORKS EXPANSION PH 1	3,309.02
FIRST CHOICE COFFEE SERVICES	STUDS/NUTS/BOLTS	389.75
FOTH INFRASTRUCTURE & ENVIRONMENT	COFFEE	136.92
LLC	NW 2ND ST, NW VENTURE DR TO NW	
FULLER PETROLEUM SERVICE INC	SUNRISE DR	40,108.12
GALL'S INC	FUEL- SUGAR CREEK	1,591.66
GINA CAMPOS	SHIRTS/JACKETS/INSIGNIA/ACCESSORI	
GINA VISSER SMITH	ES- BECKNER	4,656.15
GRAHAM TIRE OF DES MOINES	BLASTBALL SHIRTS	394.80
GRAND CONSULTING	FURNACE REBATE	150.00
GREATER DES MOINES PARTNERSHIP	TIRES	196.58
GROEBNER & ASSOCIATES INC	COUNCIL CHAMBERS AV RACK	
HOLMES MURPHY	MAINTENANCE	220.00
HRGREEN, INC	2022 INVESTOR COMMITMENT	15,000.00
HY-VEE	METERS	31,266.75
ICMA RETIREMENT CORPORATION	AUG '21 HMA MONTHLY CONSULTING	
IHEART MEDIA	FEE	4,079.25
INFRASOURCE CONSTRUCTION, LLC	ADA SIDEWALK DESIGN	224.30
INGRAM LIBRARY SERVICES	DCA TRAINING- COOKIES/GREETING	
INSIGHT PUBLIC SECTOR, INC	CARD/POP	50.36
INTERSTATE ALL BATTERY CENTER	Q3 2021 401A PLAN FEES	125.00
INTERSTATE POWER SYSTEMS	4TH OF JULY ADVERTISING	1,450.00
IOWA COUNTY ATTORNEYS ASSOCIATION	LAUREL EXT/WARRIOR LN/WAUKEE	
IOWA DEPT OF NATURAL RESOURCES	TOWN CENTER	16,527.52
IOWA LAW ENFORCEMENT ACADEMY	BOOKS	6,354.81
IOWA MUNICIPALITIES WORKERS'	M365, TYPE 1 USERS SUBSCRIPTION	3,891.28
COMPENSATION ASSN	BATTERIES	554.86
IOWA ONE CALL	FILTERS	117.59
JAVIER FLORES	IA ACTS OF INTEREST REGISTRATION-	
JOHN TRUEX	EASTCOTT&CICHOSKI	140.00
JOHN VOLK	APPLICATION FOR DRINKING WATER 2	
KELTEK INCORPORATED	CERTIFICATE	38.00
	OPEN SIGHT RIFLE RECERTIFICATION-	
	MINIKUS	225.00
	AUGUST 2021 WORK COMP	23,710.00
	JUNE 2021 STATEMENT	1,151.50
	FURNACE REBATE	150.00
	COMMERCIAL FIBER PROTECTION	385.00
	FURNACE REBATE	75.00
	ANTENNAS	668.12

KIMBALL MIDWEST	CHERRY BLAST WIPES/BLACK DUCT TAPE	29.60
KING'S MATERIAL INC	MULCH- WINDFIELD	186.39
KIRK SHEARER	FURNACE REBATE	150.00
KONICA MINOLTA BUSINESS SOLUTIONS USA INC	COPIER/PRINTER LEASE & MAINTENANCE	1,347.33
KOONS GAS MEASUREMENT	ROTARY GAS METER	4,176.66
KRISTIN GAINES	COMMUNITY CENTER RENTAL RETURN	115.00
KUE'D SMOKEHOUSE	END OF YEAR/SERVICE AWARD PICNIC	1,868.49
LESLIE REAR-HOLMES	RAIN BARREL REBATE	50.00
LIFETIME ATHLETIC	LIFETIME SUMMER TENNIS LESSONS 3/4X18X3 5-12CD ST TECTYL & BLK/BLUE MIR LENS	10,156.80
LOGAN CONTRACTORS SUPPLY INC	SHIRTS- NOAH	2,137.44
LOGOED APPAREL & PROMOTIONS	EXTERIOR BUILDING SIGN UPDATES	204.93
LRI GRAPHICS	FY22 STRATEGIC PLANNING	1,181.07
LYLE SUMEK ASSOCIATES INC	WHEELS	11,428.57
MACQUEEN EQUIPMENT	COMPUTER MAINTENANCE	1,060.00
MAINSTAY SYSTEMS INC	AUTO WIRE STRIPPER & 3/8DR 80T STD H/G FLX RAT GRN	177.00
MARK STUCHEL INC.	ROAD STONE	206.58
MARTIN MARIETTA AGGREGATE, INC.	EMS MEDICATIONS	1,210.24
MERCY WEST PHARMACY	SPRING CLEANUP DROP OFF	38.26
METRO WASTE AUTHORITY	JULY 2021 STATEMENT	1,679.43
MID AMERICAN ENERGY	IN-CAR VIDEO SYSTEM	20,660.89
MOBILE VISION	AUG '21 LIFE & DISABILITY PREMIUM	5,325.25
MUTUAL OF OMAHA	JULY/AUGUST 2021 ADVERTISING	5,633.05
MYTOWN MAGAZINES	TRI-POWER IND V-BELT/HI/PWR II V-BELT/MINI IRON	1,200.00
NAPA AUTO PARTS STORE	CLEANING SERVICES- LIBRARY	55.97
NATIONWIDE OFFICE CLEANERS LLC	WINCH W/STRAP & BRAKE WINCH	5,074.58
NORTHERN TOOL & EQUIPMENT	WIRELESS SERVICE	158.96
OMNISITE	CREDIT MEMO CORRECTION	52.08
ORKIN PEST CONTROL	BOOKS	423.72
OVERDRIVE INC	SPORTSMAN RENEWAL	523.19
PEAK SOFTWARE SYSTEMS INC	POP/WATER	2,264.95
PEPSI	TAPE STRIPS	589.44
PITNEY BOWES	TOILET REPAIR	113.02
PLUMB SUPPLY COMPANY	RED DOT SIGHT- BECKNER	18.55
RANGEMASTERS TRAINING CENTER	BADGES/NAME TAGS- MEEKER	488.00
RAY O'HERRON CO., INC.	SUGAR CREEK WATERSHED STUDY IRRIGATION SERVICE- HOLMES MURPHY	255.83
RDG PLANNING & DESIGN	COMPUTER SUPPORT	15,328.67
RJ LAWN SERVICE INC	CONDENS/SEALS	3,230.18
SHI INTERNATIONAL CORP	PEDDLERS PERMIT REFUND	5,095.00
SHOTTENKIRK CHEVROLET-PONTIAC	ART SUMMER CAMPS	189.89
SLIGHT EDGE LLC	WARRIOR LN PH 1	100.00
SUNFLOWER FINE ART LLC.	OPTI-SEAL RING/14-16 HYDRA-LINK/MINI FUSE	1,848.00
TEAM SERVICES INC	STANDARD CAPACITY PLEAT- MERV 8 CO SENSOR REPAIR	17,748.59
TERMINAL SUPPLY CO.	WEST INFORMATION CHARGES	83.22
THE FILTER SHOP	TRAILFX NERF BARS, BLK 3" FORD SD EXT CAB	59.72
THE WALDINGER CORP	MOUNT, INSTALL & BALANCE 1 TIRE- LOOSE TRAILER TIRE	505.75
THOMSON REUTERS - WEST	DRUG SCREENS	248.09
TRUCK EQUIPMENT INC	THERMOSTAT WIRE/BAROSTAT WIRE	259.08
UNITED FLEET FIVE LLC	JULY STATEMENT	168.92
UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE		
VAN METER INDUSTRIAL INC		
VEENSTRA & KIMM INC		

VERIZON WIRELESS	JULY 2021 STATEMENT	5,746.33
WASTE SOLUTIONS OF IA	SANITATION OF RESTROOMS- WARRIOR PARK	420.00
WAUKEE AREA ARTS COUNCIL	FESTIVAL ELECTRICAL	
WAUKEE COMMUNITY SCHOOL DISTRICT - FUEL	REIMBURSEMENT	576.04
WAUKEE HARDWARE & VARIETY	JUNE 2021 STATEMENT- PD	16,020.14
WAUKEE POWER EQUIPMENT	JUNE 2021 STATEMENT- FD	35.78
	WEED EATER	291.49
	HEARTSAVER CPR & FIRST AID SKILLS TESTING	1,840.00
WEST DES MOINES EMS	AUGUST 2021 WATER TOWER RENT	838.35
WEST DES MOINES WATER WORKS	ARTSFEST GENERATOR RENTAL	1,741.00
ZIEGLER INC		
*TOTAL*		\$396,345.19

PAYROLL 07/15/2021:

ABRAMOWITZ, LEVI	\$2,281.75
ADKINS, COREY	1,663.52
ADKISSON, JENNIFER	767.91
AHRENS, ELIZA	21.68
ALDRICH, SHAWN	1,921.28
ALLEN, GARRETT	960.59
ALLEN, MICHAEL	809.30
ANDERSON, SARA	1,697.13
ARIAS, HECTOR	2,452.80
BAKER, RANDY	1,889.76
BARNES, KATELYN	702.30
BARTLING, DARREL	179.69
BASYE, JONATHA	1,734.57
BAUMAN, LISA	1,470.08
BECKNER, HALEY	1,177.69
BEDFORD, SAMANTHA	1,517.86
BERGMAN, ANNASTASIA	610.97
BIALZAK, ADAM	294.61
BINGHAM, DALE	1,714.96
BOLTEN, JACOB	822.64
BORCHARDT, TYLER	769.04
BOTTENBERG, RICHARD	618.61
BOYLE, GAVIN	808.01
BROOKS, AMBER	615.96
BROWN, ANGALEA	1,657.75
BROWN, JENNIFER	4,107.70
BROWN, NATHAN	2,293.94
BRUNS, RACHEL	2,333.18
BURKHART, LINDA	3,365.81
BURKHART, MARK	734.20
BURNETT, MIRANDA	178.65
CAMPBELL, SCOTT	2,507.13
CARPENTER, PAUL	1,875.23
CARROLL, JOSEPH	2,021.64
CHRISTENSEN, ABAGAIL	1,426.98
CICHOSKI, KELLI	2,616.61
CLARKE, COURTNEY	1,082.73
CLAYTON, EMMA	255.16
CLEMEN, ANTHONY	2,392.70
COGGESHELL, LEE	1,712.94
CORKREAN, JENNIFER	1,805.91
COSE, ALEC	1,082.68
COSE, RYAN	962.62

COUCHMAN, LILY	269.12
COUGHLIN, RYANN	174.87
COUGHLIN, TONI	1,693.26
CRAVEN, GAYLA	171.53
CRONE, CHRISTINE	531.34
CRONE, ERIN	418.00
CROSBY, ANNA	165.87
CROSS, JONATHAN	1,139.47
CUNNINGHAM, SCOTT	3,095.90
DANIEL, COLE	1,529.10
DEBOER, MELISSA	2,455.04
DEETS, BRADLY	3,983.37
DEETS, MAXWELL	21.00
DEZEEUW, DAVID	2,870.60
DODGE, JUSTIN	2,135.90
DOWNING, ROBERT	366.08
EASTCOTT, JOSHUA	1,789.71
EDWARDS, DANAE	2,131.09
EIBES, JACK	307.19
EVANS, SUMMER	2,943.05
FLUGGE-SMITH, JAMIE	1,880.28
FOPMA, JACOB	848.65
FOPMA, NOAH	883.51
FORRET, SARA	170.16
FREDERICK, JUSTIN	2,301.51
FREDERICKSEN, BROCK	1,546.92
FROEHLICH, WILLIAM	617.21
FURRY, ALISSA	272.90
FYFE, JUSTIN	1,649.66
GIBBS, AUSTIN	2,176.90
GIBSON IV, WILLIAM	1,883.80
GILCHRIST, NICHOLAS	1,619.23
GILMORE, JOANNA	26.33
GITZEN, ROBERT	2,867.29
GROVE, BRIAN	204.51
GUESS, CHRISTOPHER	1,557.70
GUESS, KATHRYN	1,930.92
HANSON, LAURA	1,801.35
HARDIN, THOMAS	414.77
HATCH, BRETT	923.60
HAUPTS, RILEY	461.55
HEIMANN, RONALD	2,205.50
HENTGES, ERIC	2,078.66
HERRICK, ROBERT	2,133.26
HILGENBERG, ADAM	2,832.05
HILL, JOHN	880.31
HOLIDAY, JOSHUA	809.90
HUNT, KENZIE	548.34
HUSTED, TROY	1,994.49
HUTTON, JOSHUA	2,047.66
JACKSON, COLE	2,090.63
JAMESON, JOSHUA	922.92
JERMIER, MATTHEW	3,408.78
JOHNSON, MRYN	410.88
KAMMERER, TARA	2,180.13
KAPPOS, SARA	2,961.26
KARABINUS, TYLER	868.29
KASS, ANDREW	2,619.94



KASZINSKI, BRETT	781.69
KELLER, CHRISTOPHER	2,167.19
KICKBUSH, CHRISTOPHER	2,292.42
KINNEY, SCOTT	1,820.76
KLEINWOLTERINK, COLE	2,036.85
KLEVER, JUDY	1,275.08
KNEPPER, AARON	88.71
KOESTER, RUDY	3,731.71
KREFT, ALEXUS	447.91
LARSON, KENNETH	564.85
LARSON, KRISTINE	3,313.34
LAUGHRIDGE, DANIEL	1,849.28
LE, SON	3,373.27
LEMKE, NEIL	2,214.52
LEVSEN, BRYAN	2,388.15
LINDSAY, MICHELLE	2,409.62
LONG, JEREMY	3,232.94
LOVE, WILLIAM	194.95
LYNCH, JEREMY	1,396.63
LYON, LARRY	617.99
MANNING, JOSHUA	2,241.51
MAREAN, JOSHUA	1,536.69
MAREK, JAMES	1,780.47
MARTENS, EMILY	642.30
MCCAY, BRENDA	215.84
MCCOY, CARA	492.26
MCKERN, DOUGLAS	245.46
MEEKER, BRYCE	1,862.16
MELLENCAMP, JEFFREY	3,032.02
MILBURN, HALEY	415.84
MINAR, VANESSA	988.96
MINIKUS, JOSHUA	2,028.48
MOERMAN, TIMOTHY	4,462.20
MORRIS, ASHLEY	1,627.92
MURRA, BRIAN	2,354.18
NANNEN, EMMA	184.17
NELSON, DAVID	1,437.85
NEWBURY, NICHOLAS	629.33
NICHOLS, ANDREW	1,922.39
OLBERDING, MCKENNA	2,227.67
OLDHAM, JAMES	383.40
OLSASKY, JOHN	559.91
OSBORN, RYAN	627.85
OSBORN, SARAH	2,019.58
OSTRING, KATHLEEN	1,899.69
OTIS, SAMUEL	868.29
OWENS, TANNER	593.58
PARISH, TONJA	1,629.42
PATTERSON, KEVIN	1,557.92
PAYNE, THOMAS	1,705.86
PELLETTERI, SALVATORE	218.43
PERDRIAU, MARIE	565.55
PERKINS, JACOB	1,927.10
PETTIT, BRANDON	2,691.09
PIZINGER, JAMES	1,507.69
PORTER, NICKOLAS	389.09
PUDENZ, DANIELLE	925.25
PURVIS, KATHRYN	1,455.50

QUAM, BRADLEY	1,663.75
QUINN, JOHN	3,805.66
RASH, RONALD	3,527.64
RICHARDSON, DACE	1,006.80
RICHARDSON, ELIZABETH	1,799.62
RIPPIN, PEYTON	316.40
ROBBINS, CORBY	420.28
ROBINSON, CLINT	3,984.65
ROBINSON, NATHANIEL	279.79
ROSSMAN, BENJAMIN	700.10
ROTSCHAFFER, CARMEN	1,211.47
ROYER, TIMOTHY	3,270.68
SAENGKIO, DONNY	2,209.07
SCHAUFENBUEL, KARI	1,163.60
SCHETTLER, RODNEY	2,431.85
SCHUETT, REBECCA	2,838.18
SCHULTZ, JEFFREY	2,133.46
SCHWARZ, HALEY	240.83
SEDDON, JOSH	2,916.99
SEELY, AUSTEN	924.82
SEVERSON, CASSANDRA	254.29
SHAFFER, CHET	195.26
SHARON, JEREMIAH	1,449.21
SINCLAIR, BENJAMIN	617.99
SIVAMURUGAN, AISHWARYA	252.04
SMITH, BLAKE	1,736.81
SNOW, SUSAN	42.41
SOFEN, NATASHA	30.59
SOUKUP, JESSICA	100.16
SPOSETO, MACKENZIE	3,025.41
STEINKE, KURT	832.64
STEPHENS, CLINT	213.99
STEWARD, ERIC	2,013.57
STIFEL, DALTON	2,337.94
STOTZ, MELISSA	580.56
STRAIN, TIMOTHY	801.56
TAYLOR, CHRISTINA	77.81
TAYLOR, RILEY	152.81
THAYER, CHANDLER	2,329.23
THIES, ROBERT	150.20
TYSDAL, THOMAS	3,205.62
VANDEKAMP, JOSHUA	2,353.97
VENTO, NICHOLAS	804.15
VOEGTLE, TIMOTHY	1,711.72
WASKE, CHARLES	2,246.63
WAUGH, DOUGLAS	812.16
WERNIMONT, THOMAS	352.03
WERTS, DANIEL	2,253.60
WESTON STOLL, KERI	1,953.87
WHITE, JASON	1,519.61
WHITE, KAITLYN	492.51
WHITHAM JOHNSON, JENNIFER	513.61
WIGGINS, MATHEW	2,398.19
WILLIAMS, SUSAN	2,111.08
WILSON, ELI	969.01
WINTERS, TROY	2,368.43
WISE, NATHAN	3,213.98
WOOD, DANIEL	1,067.39

WRIGHT, PAUL	888.59
YOUNG, JOHNATHAN	2,107.85
YOUSO, ANTHONY	1,543.27
*TOTAL*	\$324,117.66

- B. Consideration of approval of City Council Minutes of 07/19/2021 Regular Meeting
  - C. Consideration of approval of 5-day Class B Beer Permit effective 08/27/2021 for Rotary Club of Waukee, d/b/a Rotary Club of Waukee [1255 S. Warrior Lane, Waukeepalooza Event]
  - D. Consideration of approval of 12-month Class E Liquor License for Waukee Convenience, LLC, d/b/a World Liquor & Tobacco + Vapors [23 NE Carefree Lane]
  - E. Consideration of approval of a Fiscal Year 2022 Iowa Retail Permit Application for Cigarette/Tobacco/ Nicotine/Vapor for Waukee Convenience, LLC, d/b/a World Liquor & Tobacco + Vapors [23 NE Carefree Lane]
  - F. Block Party Permit Applications:
    - 1. Consideration of approval of a resolution approving the temporary closing of SE Traden Court from SE Traden Drive south to the terminus of the cul-de-sac on Saturday, August 21 2021, between the hours of 5:00 p.m. and 9:00 p.m. for the purpose of a neighborhood block party (Resolution #2021-324)
    - 2. Consideration of approval of a resolution approving the temporary closing of SE Ashton Court from SE Parkview Crossing Drive west to 655 SE Ashton Court on Saturday, August 28, 2021, between the hours of 4:00 p.m. and 10:00 p.m. for the purpose of a neighborhood block party (Resolution #2021-325)
    - 3. Consideration of approval of a resolution approving the temporary closing of Painted Woods Drive between its intersections with Arrowhead Drive on Saturday, August 28, 2021, between the hours of 5:00 p.m. and 11:00 p.m. for the purpose of a neighborhood block party (Resolution #2021-326)
  - G. Consideration of approval of a resolution approving Agreement for Animal Licensing Services [PetData, Inc.] (Resolution #2021-327)
  - H. Consideration of approval of a resolution approving quote for demolition and property restoration [905 Ashworth Drive, 945 Laurel Street] (Resolution #2021-328)
  - I. Consideration of approval of a resolution awarding quote [Kettlestone Phase I Pump Conversion Project] (Resolution #2021-329)
  - J. Consideration of approval of a resolution approving Conduit Purchase Agreement [MCC Iowa, LLC] (Resolution #2021-330)
  - K. Consideration of approval of a resolution approving contract and bond [Ute Avenue and Ashworth Road Intersection Improvement Project] (Resolution #2021-331)
  - L. Consideration of approval of Change Order No. 1 to Alliance Construction Group, LLC, for the SE Ashworth Road Corridor Improvement Project, SE Parkview Crossing Drive to SE Glacier Trail, increasing the contract in the amount of \$6,120.10
  - M. Consideration of approval of Change Order No. 2 to Elder Corporation for the NW 2<sup>nd</sup> Street Construction Project, NW Venture Drive to NW Douglas Parkway, increasing the contract in the amount of \$34,190.00
  - N. Consideration of approval of Payment Estimate No. 2 (Final) to Woodruff Construction, Inc., for the Lift Station No. 3 Rehabilitation Phase 3 Wet Well Repairs Project in the amount of \$111,508.62
  - O. Consideration of approval of a resolution accepting public improvements [Lift Station No. 3 Rehabilitation Phase 3 Wet Well Repairs Project] (Resolution #2021-332)
  - P. Consideration of approval of a resolution accepting public improvements [Warrior Lane Joint Utility Trench Project] (Resolution #2021-333)
  - Q. Consideration of approval of a resolution accepting public improvements [2020 Downtown Manhole Rehabilitation Project] (Resolution #2021-334)
  - R. Consideration of approval of a resolution approving Satisfaction of Developer's Agreement for Public Improvements [NE Venture Drive Extension] (Resolution #2021-335)
  - S. Consideration of approval of a motion setting September 7, 2021, as the date of public hearing on the annexation of consenting properties by the City of Waukee, Iowa with consideration of the annexation taking place immediately thereafter [Phillips-Hamilton Inc./Waukee Commons LC]
- 2) **Ordinance: Consideration of approval of an ordinance amending the Code of Ordinances of the City of Waukee, Iowa, by amending provisions pertaining to 2021 legislative changes [introduction; first reading]** – Council Member Bergman Pierce introduced the ordinance and moved to approve the first reading in title only; seconded by Council Member Lyon. City Clerk Schuett briefly reviewed some of the code provisions proposed for updates. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.

- 3) **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-3, R-4, and C-1, a property to be known as Prairie Village [second reading]** – Council Member Crone moved to approve the second reading of the ordinance in title only; seconded by Council Member Bergman Pierce. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.
- 4) **Resolution: Consideration of approval of a resolution approving final plat for Ashworth Acres Plat 3** – Council Member Lyon moved to approve the resolution; seconded by Council Member Crone. Planning Coordinator Kass briefly reviewed the plat. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-336)
- 5) **Resolution: Consideration of approval of a resolution approving site plan for Kettlestone Apartments [2595 SE Encompass Drive]** – Council Member Crone moved to approve the resolution; seconded by Council Member Lyon. Planning Coordinator Kass reviewed the site plan, including building height, number and size of units, parking, site ingress and egress, and exterior building elevations. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-337)
- 6) **Motion: Consideration of approval of Change Order No. 1 to Elder Corporation for the NW Douglas Parkway Construction Project, NW 10<sup>th</sup> Street to NW 2<sup>nd</sup> Street, increasing the contract in the amount of \$77,829.90** – Council Member Lyon moved approval; seconded by Council Member Crone. Public Works Director/City Engineer Koester reviewed the change order, including paving and utilities related to the Courtyards at Parkside development. A portion of the costs will be reimbursed to the City by that developer. Certain storm water modifications will be all at the City's cost. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.

**(K) Reports**

- (L) 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** – Council Member Bottenberg moved to close the regular session and enter closed session pursuant to Code of Iowa §21.5(1)(c); seconded by Council Member Lyon. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. Mayor Clarke stated that the electronic meeting would be muted while the council was in closed session. Council entered closed session at 6:09 p.m.

**CLOSED SESSION**

The electronic meeting was unmuted and council entered regular session at 6:34 p.m.

Council Member Bottenberg moved to adjourn; seconded by Council Member Lyon. Ayes: All. Nays: None. Motion carried 5 – 0.

Meeting Adjourned at 6:35 p.m.

---

Courtney Clarke, Mayor

Attest:

---

Rebecca D. Schuett, City Clerk

**WAUKEE CITY COUNCIL MINUTES  
SPECIAL MEETING  
August 9, 2021**

- A. **Call to Order** – The special meeting of the Waukee City Council was called to order by Mayor Clarke at 5:31 p.m. at Waukee City Hall, 230 W. Hickman Rd. and electronically via Zoom.
- B. **Roll Call** – The following members were present: Mayor Courtney Clarke; Council Members Anna Bergman Pierce (electronically), R. Charles Bottenberg, Chris Crone, Larry R. Lyon, Ben Sinclair. Absent: None.

Also in attendance: City Administrator Tim Moerman, Assistant City Administrator Brad Deets, Finance Director Linda Burkhardt, Public Works Director/City Engineer Rudy Koester, Parks & Recreation Director Matt Jermier, Economic Development Coordinator Jennifer Brown, IT Director Son Le, Fire Chief Clint Robinson, Police Chief John Quinn, City Clerk Rebecca D. Schuett.

- C. **Agenda Approval** – Council Member Lyon moved to approve the agenda; seconded by Council Member Crone. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.
- D. **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** – Council Member Crone moved to close the regular session and enter closed session pursuant to Code of Iowa §21.5(1)(c); seconded by Council Member Bottenberg. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. Mayor Clarke stated that the electronic meeting would be muted while the council was in closed session. Council entered closed session at 5:32 p.m.

CLOSED SESSION

The electronic meeting was unmuted and council entered regular session at 5:38 p.m.

- E. **Public Hearings:**
  - 1) **On plans, specifications, form of contract and estimate of cost [Little Walnut Creek North Trunk Sewer Extension Phase 1 Completion Project]** – Mayor Clarke opened the public hearing and asked if any written correspondence had been received; City Clerk Schuett replied that none had been received in the clerk’s office. Public Works Director/City Engineer Koester briefly reviewed the project and construction schedule, adding that some construction materials already onsite would be used for the project. No comments were made by the public in attendance.
- F. **Public Hearing Action Items:**
  - 1) **Little Walnut Creek North Trunk Sewer Extension Phase 1 Completion Project**
    - A. **Resolution: Consideration of approval of a resolution approving plans, specifications, form of contract and estimate of cost** – Council Member Crone moved to approve the resolution; seconded by Council Member Lyon. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-338)
    - B. **Resolution: Consideration of approval of a resolution awarding contract** – Council Member Lyon moved to approve the resolution; seconded by Council Member Sinclair. Public Works Director/City Engineer Koester reviewed the bid tabulation, noting Nov. 19 as the substantial completion date, and recommending award of contract to J&K Contracting, LLC, of Urbandale, IA, in the amount of \$1,045,000.00. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-339)
- G. **Action Items:**
  - 1) **Resolution: Consideration of approval of a resolution approving preliminary plat for Waukee United Methodist Church** – Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. Assistant City Administrator Deets reviewed the preliminary plat, final plat and site plan. The plat includes plans for possible future building and parking lot additions. An existing dry-bottom retention pond will be maintained on site. Exterior building elevations were

shown. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-340)

2) **Resolution: Consideration of approval of a resolution approving final plat for Waukee UMC Plat 1** – Council Member Bottenberg moved to approve the resolution; seconded by Council Member Lyon. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-341)

3) **Resolution: Consideration of approval of a resolution approving site plan for Waukee United Methodist Church [2075 SE L.A. Grant Parkway]** – Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. Results of vote: Ayes: Bergman Pierce, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-342)

#### H. Work Session:

1) **Traffic calming measures: SE Waco Pl. neighborhood meeting report** – Mayor Clarke, Council Member Bottenberg and Public Works Director/City Engineer Koester reported on the conversation with and questions from those neighbors in attendance, including their frustration with the volume and speed of traffic along SE Waco Pl. Due to the number of meeting attendees and the fact that any additional measures will impact all residents in the area, Mayor Clarke suggested those in attendance put together a petition with signatures to demonstrate majority support for additional measures.

2) **Gas purchase hedging strategy** – Public Works Director/City Engineer Koester reviewed statistical data on average daily use; historical City purchases; gas purchasing, transport and storage contracts; and storage capacity. City staff recommend purchasing 100% of average daily use volume during Dec.-Feb., not purchasing additional coverage gas, continuing to negotiate five-year rolling contracts, and moving toward the purchase of additional contracts to manage the volatility of natural gas imports. There was much discussion about how to respond if events similar to those in February 2021 should recur.

3) **NW 6th St. development agreement** – Assistant City Administrator Deets proposed a development agreement addressing cost-sharing associated with a portion of NW 6<sup>th</sup> St. improvements.

4) **Trailside Improvements Concept Plan review** – Parks & Recreation Director Jermier reviewed a concept plan for development of City-owned property adjacent to and along the Heart of the Warrior Trail to the west of the Warrior Ln./Ashworth Dr. roundabout. He noted some possible cooperative projects with certain City civic organizations.

5) **NW 10th Street Improvements, W. Hickman Road to NW Douglas Parkway – Change Order No. 3** – Public Works Director/City Engineer Koester discussed the proposed change order, which includes additional grading, water main insulation, traffic signal equipment, and addresses payment related to specific design errors.

6) **Kettlestone Greenway Phase 2 – Change Order No. 2** – Public Works Director/City Engineer Koester discussed the proposed change order, which includes additional erosion control measures and addresses payment related to specific design errors.

7) **Kettlestone Greenway Pedestrian Pond Bridge** – Parks & Recreation Director Jermier reviewed plans for a pedestrian bridge over the narrow section of the pond as part of Phase 5 improvements.

8) **Economic development activities update** – Economic Development Coordinator Brown reviewed Jun.-Jul. activities, including local/regional partner, business and broker/developer outreach.

9) **Road and infrastructure project updates** – Public Works Director/City Engineer Koester provided an update on various projects under construction.

10) **Sugar Creek Golf Course fiscal year-end report** – Parks & Recreation Director Jermier reported on fiscal year revenues and expenditures, as well as the historical cash balance.

11) **4th of July recap** – Parks & Recreation Director Jermier reviewed 2021 events and activities, particularly the parade route and carnival.

12) **Swimming pool fencing requirements** – Assistant City Administrator Deets stated that little data was found in staff research regarding the safety of pool covers versus fencing, adding that the International Building Codes do allow for certain covers as an alternate to fencing. There was

much discussion, including questions as to insurance liability for both methods. The council agreed to discuss the matter further at the September work session.

**13) Golf carts on public streets** – Council Member Bottenberg stated that he had been contacted by a resident who wanted to know why golf carts are not allowed on Waukeee city streets. There was some discussion related to the size of the community not being conducive to golf carts on streets.

**14) Fireworks use** – Police Chief Quinn reported an increase in complaints received this year and noted that many people were launching fireworks on public streets and sidewalks. Fire Chief Robinson added that there were no injuries reported but there were some smaller fires. Mayor Clarke stated that the MAC will be discussing fireworks use at their next meeting and that she would report back to council on the results of that discussion.

**I. Council Liaison Reports**

**J. Comments** – Council Member Bergman Pierce requested a discussion on animal abuse and neglect ordinances at the September work session.

Council Member Bottenberg moved to adjourn; seconded by Council Member Sinclair. Ayes: All. Nays: None. Motion carried 5 – 0.

Meeting Adjourned at 8:09 p.m.

---

Courtney Clarke, Mayor

Attest:

---

Rebecca D. Schuett, City Clerk

**WAUKEE CITY COUNCIL MINUTES**  
**WORK SESSION MEETING**  
**August 11, 2021**

The work session meeting of the Waukee City Council was called to order by Mayor Clarke at 5:00 p.m. at Waukee City Hall, 230 W. Hickman Rd.

The following members were present: Mayor Courtney Clarke; Council Members Anna Bergman Pierce (electronically), R. Charles Bottenberg, Chris Crone, Larry R. Lyon, Ben Sinclair. Absent: None.

Also in attendance: Assistant City Administrator Brad Deets, Human Resources Director Michelle Lindsay.

**Discussion on City of Waukee succession planning** – The council reviewed and discussed a 2022 succession plan.

Meeting Adjourned at 6:30 p.m.

\_\_\_\_\_  
Courtney Clarke, Mayor

Attest:

\_\_\_\_\_  
Rebecca D. Schuett, City Clerk