



**WAUKEE CITY COUNCIL MINUTES**  
**January 16, 2023**

- (A) **Call to Order** – The regular meeting of the Waukeee City Council was called to order by Mayor Clarke at 5:30 p.m. at Waukeee 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 R. Charles Bottenberg, Chris Crone, Larry R. Lyon (electronically), Ben Sinclair. Absent: Council Member Anna Bergman Pierce. (Council Member Pierce joined the meeting electronically at 5:31 p.m. Council Member Lyon left the meeting at 5:42 p.m., then rejoined the meeting electronically at 5:45 p.m.)

Also in attendance: City Administrator Brad Deets, Assistant City Administrator Nick Osborne, Community Development Director Andy Kass, Planning Coordinator Melissa DeBoer, Public Works Director/City Engineer Rudy Koester, Finance Director Linda Burkhart, Director of Economic Development Jennifer Brown, Human Resources Director Michelle Lindsay, Police Chief Chad McCluskey, Police Officer Kelli Cichoski, City Clerk Rebecca D. Schuett, City Attorney Steve Brick. (Council Member Pierce joined the meeting electronically at 5:31 p.m.)

- (D) **Open Forum**
- (E) **Agenda Approval** – Council Member Bottenberg moved to approve the agenda; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0.
- (F) **Presentations:**
  - 1) **Ankeny Sanitation, Inc., annual report** – Report made by Ankeny Sanitation General Manager Dave Massey, who also presented the City with a recycling rebate check.
- (G) **Public Hearings:**
  - 1) **On a proposal to enter into a First Amendment to the Agreement for Private Development and Minimum Assessment Agreement with The Quarter at Waukeee, LLC** – 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. Director of Economic Development Brown reviewed the proposed agreement amendments, including adjustments to minimum actual values and a reduction in economic development grants over the project’s lifetime. Minimum assessed values remain unchanged. No comments were made by the public in attendance.
  - 2) **On plans, specifications, form of contract and estimate of cost [NW Sunrise Drive Culvert 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, explaining that the City constructs the culvert while the developer constructs the street and utilities. The project is included in the current Capital Improvement Program and includes a September 2023 completion date. No comments were made by the public in attendance.
  - 3) **On plans, specifications, form of contract and estimate of cost [NE Outfall Sewer 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 for sewer that follows the confluence of Little Walnut Creek, crossing into Urbandale and Clive. The project also includes decommissioning Lift Station No. 7. The sewer will be installed through a combination of open cutting and boring. The project is in concert with a Clive streambank rehabilitation project. The project is included in the current Capital Improvement Program and includes a May 2025 full completion date. No comments were made by the public in attendance.

(H) **Public Hearing Action Items:**

- 1) **Resolution: *Consideration of approval an ordinance to amend Chapter 166, Zoning Regulations, Administration and Enforcement, Waukee, Iowa [introduction; first reading of approval of a resolution ratifying, confirming and approving publication of notice of public hearing and approving and authorizing execution of a First Amendment to the Agreement for Private Development and Minimum Assessment Agreement with The Quarter at Waukee, LLC*** – Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-018)
- 2) **NW Sunrise Drive Culvert Project**
  - A. **Resolution: *Consideration of approval of a resolution approving plans, specifications, form of contract and estimate of cost*** – Council Member Sinclair moved to approve the resolution; seconded by Council Member Crone. (Council Member Lyon left the meeting at 5:42 p.m.) Results of vote: Ayes: Bottenberg, Crone, Pierce, Sinclair. Nays: None. Absent: Lyon. Motion carried 4 – 0 – 1. (Resolution #2023-019)
  - B. **Resolution: *Consideration of approval of a resolution awarding contract*** – Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. Public Works Director/City Engineer Koester reviewed the bid tabulation, explaining that the two bid alternates gave bidders the option of a precast or on-site poured culvert; the apparent low bid was for a precast culvert. Mr. Koester recommended awarding contract to Progressive Structures, LLC, of Luxemburg, IA, in the amount of \$363,898.48. Results of vote: Ayes: Bottenberg, Crone, Pierce, Sinclair. Nays: None. Absent: Lyon. Motion carried 4 – 0 – 1. (Resolution #2023-020)
- 3) **NE Outfall Sewer Project**
  - A. **Resolution: *Consideration of approval of a resolution approving plans, specifications, form of contract and estimate of cost*** – Council Member Sinclair moved to approve the resolution; seconded by Council Member Crone. Results of vote: Ayes: Bottenberg, Crone, Pierce, Sinclair. Nays: None. Absent: Lyon. Motion carried 4 – 0 – 1. (Resolution #2023-021)
  - B. **Resolution: *Consideration of approval of a resolution awarding contract*** – Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. (Council Member Lyon rejoined the meeting electronically at 5:45 p.m.) Public Works Director/City Engineer Koester reviewed the bid tabulation, noting that the low bidder was S.J. Louis Construction, Inc., of Rockville, MN, in the amount of \$10,980,000.00. Mr. Koester recommended that the council defer awarding contract until the Feb. 6 regular meeting to allow time for City staff to gather the necessary outstanding 28E agreements. Mayor Clarke asked if the City had any experience with the low bidder; Mr. Koester replied in the affirmative. Mayor Clarke then asked about plans for community meetings about the project; Mr. Koester briefly reviewed the current public meeting schedule. Council Member Crone amended the motion to defer awarding contract until the Feb. 6 regular council meeting; Council Member Sinclair amended the second. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0.

(I) **Action Items:**

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

A. Consideration of approval of 01/16/2023 Bill List; 01/06/2023 Payroll:

Total Unpaid Bills Presented for Approval :	\$2,136,915.01
Total Checks Issued Prior to Council Approval:	
(A) Prior to Last Council Meeting	261,424.28
(B) After Last Council Meeting	2,326.84

(C) Payroll Taxes & Reimbursements	197,529.26
(D) Utility Refunds	5,621.63

Payroll Checks Issued:	
(E) 01/06/2023	336,117.25
<b>*TOTAL*</b>	<b>\$2,939,934.27</b>

FY 2023 Fund Recap:	Expenditures		Revenues	
	Budgeted	Year To Date	Budgeted	Year To Date
010 General Fund	\$21,452,300	\$11,756,317	\$21,384,085	\$8,759,381
011 General Fund-Hotel/Motel Tax	43,000	25,722	36,100	38,632
060 Road Use Tax Fund	3,714,735	1,852,223	3,044,500	1,094,953
070 Firemen's Association	-	-	-	-
080 Library Foundation	-	-	-	-
085 Asset Forfeitures	-	200	-	401
090 North Residential TIF	191,250	289	304,800.00	148,819
091 Hickman West Indust Park TIF	568,106	-	994,700	574,365
093 Waukee Urban Renewal Area TIF Fund	45,000	7,333	1,687,500	878,995
094 Gateway Urban Renewal	2,801,576	273,644	3,294,900	1,562,482
095 Autumn Ridge Urban Renewal	493,672	-	727,000	359,059
096 Waukee West Urban Renewal	2,500	1,248	-	-
097 Southwest Business Park	93,000	54,945	120,400	411,650
098 Waukee Central URA	176,800	-	-	-
110 Debt Service Fund	8,334,574	1,817,887	10,434,782	3,671,084
111 Special Assessments Fund	-	-	-	144,141
210 Employee Benefits Fund	3,000,000	-	3,005,365	1,513,490
211 Local Option Sales Tax	1,219,219	-	4,218,000	1,726,912
212 Public Improvement Fund	-	-	504,000	520,785
327 Capital Projects	19,369,941	13,825,884	15,500,000	12,267,807
330 City Wide SA Sidewalk Project	-	-	-	365
510 Water Utility Fund	10,580,756	3,161,060	7,725,640	7,222,079
520 Sewer Utility Fund	15,912,426	5,567,909	6,668,500	5,874,771
521 University Ave Trunk Sewer Project	-	-	-	6,224
522 Waste Water Treatment PI	-	-	-	430
523 E Area Pump Sta Treatment	-	-	-	1,507
540 Gas Utility Fund	11,255,880	3,947,075	10,635,000	4,378,731
560 Storm Sewer Utility Fund	4,499,690	664,841	1,436,500	837,917
570 Utility Bill Fund	479,560	235,539	459,400	247,158
590 Solid Waste Collect & Rcycl Fund	1,718,400	1,033,380	1,683,250	811,634
750 Golf Course Fund	670,735	348,346	692,000	469,365
810 Equipment Revolving Fund	-	-	-	1,786
<b>*TOTAL*</b>	<b>\$106,623,120</b>	<b>\$44,573,841</b>	<b>\$94,556,422</b>	<b>\$53,524,921</b>

CHECKS ISSUED PRIOR TO COUNCIL APPROVAL 01/16/2023:

BAKER, JOHN D	UTILITY REFUND	\$370.27
BOEL LINTHICUM, JANA L	UTILITY REFUND	38.97
BUTZKE BURCH CONSTRUCTION	UTILITY REFUND	2,168.54
CITY OF WAUKEE	HEALTH INSURANCE DEDUCTION	18,003.38
COOPER, CLINT	UTILITY REFUND	8.93
DEKEYZER, CHARISE M	UTILITY REFUND	29.29
EFTPS	FICA TAX WITHHOLDING	126,168.41
GREEN TECH OF IOWA, LLC	UTILITY REFUND	1,442.86
GREENTECH OF IOWA	UTILITY REFUND	1,065.82
ICMA RETIREMENT TRUST 457	ICMA RETIREMENT	13,691.04
IOWA ASSOCIATION OF BUILDING OFFICIALS	2023 IRC ESSENTIALS- RASH	1,899.98
IOWA DEPT OF HUMAN SERVICES	CHILD SUPPORT	547.27
IRVINE, KARIN M	UTILITY REFUND	26.98
ISOLVED BENEFIT SERVICES INC	RETIREMENT HEALTH SAVINGS ACCOUNT FUNDING	19,851.33

KARL CHEVROLET	2022 CHEVY TAHOE 2854	61,129.91
LAFFEY, ANDREW	UTILITY REFUND	100.00
MACQUEEN EQUIPMENT	2022 ELGIN PELICAN NP STREET SWEEPER- NP42468	172,510.00
MCFARLAND, DONNIE D	UTILITY REFUND	35.64
MILLER, JOEY R	UTILITY REFUND	48.40
MOTTET, BILLIE J	UTILITY REFUND	52.32
PERRICELLI, VINCENT L	UTILITY REFUND	100.00
TREASURER STATE OF IOWA	STATE WITHHOLDING TAXES	19,267.83
US POSTAL SERVICE	DECEMBER 2022 REGULAR BILLS	3,454.69
VAN OTTERLOO, SHANNON M	UTILITY REFUND	37.80
VANDERZYL, JASON	UTILITY REFUND	37.29
VERIZON WIRELESS	DECEMBER 2022 STATEMENT	426.86
WAUKEE AREA ARTS COUNCIL	FY23 SUPPORT	12,500.00
WELLS FARGO COMMERCIAL CARD	WELLS FARGO CREDIT CARD	11,831.68
WOODALL, ROBERTA K	UTILITY REFUND	58.52
<i>*TOTAL*</i>		<i>\$466,904.01</i>

UNPAID BILLS PRESENTED FOR APPROVAL 01/16/2023:

117 LAND COMPANY LLC	FY23 DEVELOPER REBATE PAY EST #10 WARRIOR LANE IMP PHASE 2	\$54,944.58 69,502.22
ABSOLUTE CONCRETE INC	COPIER/PRINTER LEASE	152.75
ACCESS SYSTEMS LEASING	FURNACE REBATE	150.00
ADAM NIDEY	BULK ANTIFREEZE	873.35
ADEL AUTO PARTS	AMEND NO. 7 TO CONSOLIDATED URP	908.00
AHLERS & COONEY PC	OXYGEN	410.04
AIRGAS USA LLC	3RD ST WATER TOWER REPLACEMENT	11,200.00
ALLENDER BUTZKE ENGINEERS INC.	DECEMBER 2022 STATEMENT	388.07
AMAZON CREDIT PLAN	PAINT/CUPS/PAINT BRUSHES/CANVAS	1,006.00
AMAZON.COM	JANUARY 2023 STATEMENT	149,980.95
ANKENY SANITATION INC.	RAIN GARDEN REBATE	802.50
ANNA JOHNSON	STREET SIGNS	1,233.00
ARDICK EQUIPMENT CO. INC.	WASHER FLUID	482.03
ARNOLD MOTOR SUPPLY	WIPER BLADES	44.38
AUTOZONE	VLV AUTO MOIST EJECT HTD 12VDC	339.57
BANNER FIRE EQUIPMENT INC	SCREW ANCHOR BOLT WEDGE	319.89
BAX SALES INC	FISHING PIER CLOSED SIGN	36.00
BDI SIGNS BUSINESS DESIGNS INC	ORANGE CAP PLUGS	1,443.00
BEACON ATHLETICS	DECEMBER 2022 WAUKEE LIVING	1,676.00
BIG GREEN UMBRELLA MEDIA INC	DRAIN LINE	160.50
BILL RHINER'S PLUMBING	AMMUNITION	6,710.00
BLACK FLAG ARSENAL LLC	DOUGLAS PKWY EXTENSION BOOTS/HAT/GLOVES/JACKET/OVERAL	2,488.50
BOLTON & MENK INC	LS- STIFEL	838.97
BOOT BARN INC	EMS SUPPLIES	3,017.81
BOUND TREE MEDICAL	SOFTBALLS	740.00
BSN SPORTS	ADVERTISING	755.00
BUSINESS PUBLICATIONS	PARTIAL RETAINAGE RELEASE - 2021 ASR WELL PHS 2	60,000.00
C L CARROLL CO INC	DOUGLAS PKWY EXTENSION	1,135.57
CALHOUN-BURNS AND ASSOCIATES INC	PAPER TOWELS	215.94
CAPITAL SANITARY SUPPLY	FIRST AID KIT SUPPLIES	1,704.08
CINTAS CORPORATION	NOV 2022 CONTRACT HAULERS	360.41
CITY OF DES MOINES	DECEMBER 2022 STATEMENT	17,423.41
CITY OF WAUKEE	JANUARY 2023 WESTCOM	59,318.20
CITY OF WEST DES MOINES	DECEMBER 2022 RESERVATION	185,673.29
CLAYTON ENERGY CORPORATION	DECEMBER 2022 STATEMENT- PUBLIC WORKS	1,353.03
CONSOLIDATED COMMUNICATIONS		
ENTERPRISE SERVICES INC		

CORE & MAIN LP	AP CURB BOX/STAINLESS STEEL ROD	490.46
CORE CONSTRUCTION SERVICES LLC	PAY EST #12 PUBLIC WORKS SITE	
CRYSTAL CLEAR BOTTLED WATER	EXPANSION PHASE 1	528,441.98
CYPRESS SOLUTIONS INC	WATER	35.96
D & K PRODUCT INC.	JANUARY 2023 VUE SUBSCRIPTION	475.00
DALLAS COUNTY NEWS - SUBSCRIPTION	ICE MELT	477.75
DEPT.	SUBSCRIPTION RENEWAL- PUBLIC	
DEMCO INC.	WORKS	46.80
DENMAN & COMPANY LLP	BOOK TAPE/LABEL	
DES MOINES AREA METRO PLANNING	PROTECTORS/BOOK JACKET COVERS	454.53
ORGANIZATION	FY22 AUDIT SERVICES	9,400.00
DES MOINES WATER WORKS	TRAIL COUNTER REPAIR	275.25
DINGES FIRE COMPANY	DECEMBER 2022 STATEMENT	223,611.04
DIRECTV	FIRE GLOVES	1,172.46
EAGLE ENGRAVING INC.	ANNUAL SERVICE SUBSCRIPTION-	
ELECTRIC PUMP & TOOL INC	SUGAR CREEK	1,742.37
EMERGENCY APPARATUS MAINTENANCE	SIGN/ID TAGS	53.75
INC.	LIFT STATION NO. 2 SERVICE CALL	496.87
EMPLOYEE BENEFIT SYSTEMS	LADDER 915 NFPA PUMP TEST	1,498.32
EXECUTIVE OUTDOOR SOLUTIONS	FEB '23 HEALTH INSURANCE	
FARNSWORTH GROUP INC	MONTHLY PREMIUM	198,432.35
FASTENAL COMPANY	HOLIDAY LIGHTING MATERIAL	680.40
FINDAWAY WORLD LLC	PUBLIC WORKS SITE EXPANSION	
FIRE SERVICE INC	PHASE 1	5,323.39
FIRE SERVICE TRAINING BUREAU	SPRAY PAINT	1,808.52
FOTH INFRASTRUCTURE & ENVIRONMENT	BOOKS	276.20
LLC	DEF GEN7 (5 GAL) UREA TANK	1,598.36
GALL'S INC	ESSENTIALS OF FIRE FIGHTING	
GENUS LANDSCAPE ARCHITECTS	BOOKS	282.43
GRAINGER PARTS	T AVE CORRIDOR IMPROVEMENTS	36,882.97
GROEBNER & ASSOCIATES INC	NEW HIRE UNIFORM- GEKRKE	2,439.97
HAMILTON RIDGE LLC	STRATFORD CROSSING PARK	93,160.26
HAWKEYE POLYGRAPH	L-BRACKETS	71.70
HAWKEYE TRUCK EQUIPMENT	METERS	10,688.24
HEARTLAND CO-OP	REFUND DEVELOPER DEPOSIT -	
HEATH CONSULTANTS INCORPORATED	HAMILTON RIDGE PLAT 8	9,000.00
HIRTA PUBLIC TRANSIT	POLYGRAPH SERVICES- HACKET	350.00
IDEAL FLOORS INC	BOSS SKID STEER BOX PLOW S/N:	
IDENTITY-LINKS INC.	412133002	4,650.00
IMSA	DECEMBER 2022 STATEMENT- PUBLIC	
INDUSTRIAL SALES COMPANY INC	WORKS	69.36
INDUSTRIAL SALES COMPANY INC- WF	REPLACED INTERNAL TUBING &	
INGERSOLL RAND	FILTER, CALIBRATED	485.88
INGRAM LIBRARY SERVICES	3RD QUARTER FY23 FUNDING	6,250.00
INTERSTATE ALL BATTERY CENTER	EVIDENCE ROOM CARPET	1,500.00
IOWA CONCRETE CUTTING	PROMO BAGS	965.14
IOWA DEPT OF PUBLIC SAFETY	2023 MEMBERSHIP DUES- FREEMAN,	
INTELLIGENCE BUREAU	KOESTER, ROYER	270.00
IOWA LAW ENFORCEMENT ACADEMY	PRE-FAB METER SET	28,732.11
IOWA MUNICIPALITIES WORKERS'	CLAMPS/WIRE	4,980.83
COMPENSATION ASSN	AIRCARE ADVANTAGE	3,124.70
	BOOKS	3,031.60
	BATTERY	674.70
	CORE DRILL	700.00
	ONLINE WARRANTS JULY 2022 -	
	SEPTEMBER 2022	1,182.00
	MMPI-2 EVAL- ALKARMY&REZKALLA,	
	TRANSFER- GEHRKE	585.00
	FY23 WORK COMP INSTALLMENT #7	29,464.00

IOWA ONE CALL	NOVEMBER 2022 STATEMENT	692.80
IOWA SIGNAL INC	STREETLIGHT CIRCUIT REPAIR	2,867.00
ISOLVED BENEFIT SERVICES INC	DEC '22 PEPM FEES FOR DEP/MED/HRA	581.00
JCG LAND SERVICES INC	UNIVERSITY AVE EXT- 10TH ST TO WARRIOR LN	9,874.54
KENT JOHNSON	FURNACE REBATE	50.00
KIMBALL MIDWEST	FITTINGS	236.37
KONICA MINOLTA BUSINESS SOLUTIONS USA INC	COPIER OVERAGE	1,279.94
LAW ENFORCEMENT TARGETS INC.	TARGETS	240.00
LIBERTY READY MIX	CONCRETE	1,420.00
LIFETIME ATHLETIC	WINTER 2023 TENNIS LESSONS- SESSIONS 1 & 2	1,092.00
LOGAN CONTRACTORS SUPPLY INC	SIGNS	26.28
LOGOED APPAREL & PROMOTIONS	SHIRT/FLEECE/SWEATSHIRTS- KELLER	3,791.26
MAINSTAY SYSTEMS OF IOWA LLC	IOWA SYSTEM MONTHLY MAINTENANCE	177.00
MARK STUCHEL INC.	TOOLS	514.25
MATHESON TRI-GAS INC	CYLINDERS	169.65
MCCLURE ENGINEERING CO	ASHWORTH DR RESURFACING- 4TH ST TO 10TH ST	2,035.00
MEDICARE B IOWA	AMBULANCE OVERPAYMENT REFUND	317.30
MENARDS	MAILBOX/BACKET/SPRAY PAINT	529.41
MERCY WEST PHARMACY	EMS MEDICATIONS	93.10
MID AMERICAN ENERGY	DECEMBER 2022 STATEMENT	27,225.66
MID AMERICAN ENERGY	NW 2ND/NW SUNRISE/NW SAWYER STREETLIGHTS	303,928.72
MID-IOWA SOLID WASTE EQUIPMENT CO	PARTS FOR PIRANHA HOSE SEWAGE MACHINE	1,693.14
MIDWEST BREATHING AIR LLC	QUARTERLY AIR TEST	231.55
MOTOROLA SOLUTIONS INC	RADIO	307.01
MSA SAFETY SALES LLC	REPLACED ODOROMETER BATTERIES & CALIBRATED UNIT	384.00
MURPHY TRACTOR & EQUIPMENT	MIRROR	332.38
MUTUAL OF OMAHA	JAN '23 LIFE & DISABILITY PREMIUM	6,693.65
NAPA AUTO PARTS STORE	WASHER FLUID/WIPER BLADES	26.62
NATHAN MATTA	FURNACE REBATE	150.00
NATIONWIDE OFFICE CLEANERS LLC	CLEANING SERVICES- CITY HALL	1,873.64
NEW OPPORTUNITIES	2022 WAUKEE CARES DONATIONS	4,092.00
O'HALLORAN INTERNATIONAL INC.	GEAR ASM STEERING	3,021.05
OMNISITE	WIRELESS SERVICE	2,724.00
ORKIN PEST CONTROL	PEST CONTROL- LIBRARY	1,321.26
OVERDRIVE INC	EBOOKS	1,052.53
P & W GOLF SUPPLY LLC	DRIVING RANGE FENCE	1,915.73
PEAK DISTRIBUTING	CARB & CHOKE CLEANER/BRAKE CLEANER/WASH & WAX	434.52
PEDIATRIC EMERGENCY STANDARDS INC	HANDTEVY MOBILE SUBSCRIPTION	324.45
PETDATA INC	NOVEMBER 2022 FEES	902.54
PLUMB SUPPLY COMPANY	GALV JNT UNION/COUPLING/TEES/CAPS/PLUGS/ BUSHING	968.69
POLK COUNTY HEATING & COOLING	REPLACE HEAT RECIRCULATING PUMP AND TRIDICATOR	755.00
PUBLIC FINANCIAL MANAGEMENT	WATER PRODUCTION ANALYSIS FEES	10,000.00
RANGEMASTERS TRAINING CENTER	MOA MULTI-RETICLE RED BLACK HARDOCAT ANODIZED	396.48
RDG PLANNING & DESIGN	STORMWATER REVIEW- CENTRAL PLAZA II	4,567.50
RJ LAWN SERVICE INC	FOUNTAIN SERVICE- REMOVED FOUNTAINS FROM POND	337.50

ROCKMOUNT RESEARCH & ALLOYS INC	BACKING HOLDER/MANDREL FOR BACKING HOLDER	89.18
ROGNES CORPORATION	PAY EST #4 WEST AREA TRUNK SEWER PHASE 2	80,000.24
SANDRY FIRE SUPPLY LLC	H-BACK SUSPENDERS	135.90
SCHNEIDER GRAPHICS INC.	DOOR REPAIR	37.00
SHI INTERNATIONAL CORP	AMBULANCE IPADS	890.00
SHIVE HATTERY INC.	UNIVERSITY AVE EXT- 10TH ST TO SE LA GRANT PKWY	45,590.62
SIDEKICK DEVELOPMENT	PUBLIC SAFETY PROJECT	7,500.00
SIMMERING-CORY INC	NOVEMBER 2022 SUPPLEMENT	865.00
SIOUX SALES COMPANY	HOLSTERS	502.70
SKOLD DOOR & FLOOR COMPANY INC	FIRE STATION DOOR REPAIR	713.25
SMITH FERTILIZER GRAIN	BEET RTU	2,808.15
SNYDER & ASSOCIATES INC	NW DOUGLAS PKWY- GRADE, PARTIAL PAVE, & JUT	24,687.05
SPLAW PROPERTIES LLC	JANUARY 2023 ANNEX LEASE	4,504.83
STANARD & ASSOCIATES INC	TEST CERTIFICATE- HACKETT	8.00
STANTEC CONSULTING SERVICES INC.	NE OUTFALL SEWER	12,550.25
STAPLES BUSINESS CREDIT	CHAIRS	915.93
TEAM SERVICES INC	UTE AVE & ASHWORTH	6,369.75
TECH 24 - COMMERCIAL FOODSERVICE REPAIR INC	ICE MACHINE MAINTENANCE	555.00
TERMINAL SUPPLY CO.	LED STROBE WARNING LAMP	524.66
THE HOME DEPOT PRO	WASHERS/SPRAY PAINT	59.81
THE LIBRARY CORPORATION	PATRON DATABASE SOFTWARE	12,906.00
THOMSON REUTERS - WEST	SOFTWARE SUBSCRIPTION	273.42
TREASURER STATE OF IOWA	DEC '22 WATER EXCISE TAXES	25,086.95
TREASURER STATE OF IOWA	DEC '22 SEWER SALES TAXES	3,942.20
TREASURER STATE OF IOWA	DEC '22 GAS SALES TAXES	34,296.40
TREASURER STATE OF IOWA	NOV & DEC '22 PARKS & REC SALES TAXES	455.92
TREASURER STATE OF IOWA	DEC '22 STORM WATER SALES TAXES	2,457.61
TT TECHNOLOGIES INC	GRUNDO-OIL	313.40
TYLER TECHNOLOGIES INC	METER READING INTERFACE	105.00
ULINE	FOLDING CHAIRS/TABLES/DOLLIES	8,712.90
UNITED PARCEL SERVICE	LATE FEES	3.95
UNIVERSAL PRINTING SERVICES	GAS SAFETY BROCHURE	13,235.83
UNIVERSITY OF IOWA HYGIENE	TESTING FEES	9,617.00
UPHDM OCCUPATIONAL MEDICINE	RANDOM DRUG TESTING	23.75
UTILITY SAFETY AND DESIGN INC.	CROSSING PLAT 4/PRAIRIE ROSE PLATS 5 & 6	6,842.50
VAN METER INDUSTRIAL INC	METERS	2,298.64
VAN-WALL EQUIPMENT INC	JOHN DEERE 2550 MOWER 0177	41,421.84
VEENSTRA & KIMM INC	DECEMBER 2022 STATEMENT	134,872.30
WASTEWATER RECLAMATION AUTHORITY	FEBRUARY 2022 FEES	124,412.60
WAUKEE HARDWARE & VARIETY	DECEMBER 2022 STATEMENT- PUBLIC WORKS	651.78
WHKS & COMPANY	NW SUNRISE DR CULVERT DESIGN	7,026.50
WORKSPACE INC	DESK	552.99
XENIA RURAL WATER DISTR	JANUARY 2023 STATEMENT	276.44
<i>*TOTAL*</i>		<b>\$2,874,859.45</b>

PAYROLL 01/06/2023:

ABRAMOWITZ, LEVI	\$2,555.81
ADKINS, COREY	1,599.10
ADKISSON, JENNIFER	298.16
AHRENS, ELIZA	10.55
ANDERSON, SARA	1,589.21
ANNIS, JEREMY	337.96
ARIAS, HECTOR	2,432.98

BAKER, RANDY	1,834.19
BAUMAN, LISA	1,353.13
BECKER, CHEYANNE	2,265.92
BECKNER, HALEY	1,763.05
BEDFORD, SAMANTHA	1,502.38
BEEHLER, EMILY	2,247.20
BEHRENS, HEATHER	2,611.16
BELDEN, DREW	722.90
BERG, KRISTINA	519.06
BEYERS, JENNIFER	227.35
BLACK, HUNTER	1,381.62
BLOMMESTEIN, FREDRIK	224.31
BOYD, ISAAC	1,696.45
BOYLE, GAVIN	2,181.02
BROWN, ANGALEA	1,567.92
BROWN, JENNIFER	2,919.38
BROWN, NATHAN	2,540.05
BRUENING, BENJAMIN	308.21
BRUNS, RACHEL	2,424.54
BURKHART, LINDA	3,442.28
BURKHART, MARK	207.53
CAMPBELL, SCOTT	2,110.55
CARPENTER, PAUL	1,879.08
CARROLL, JOSEPH	2,315.35
CHAMBERS, KYLE	1,900.83
CHRISTENSEN, AARON	1,619.80
CHRISTENSEN, ABAGAIL	1,493.63
CICHOSKI, KELLI	2,210.10
CLEMEN, ANTHONY	2,680.71
COGGESHELL, LEE	1,701.18
CORKREAN, JENNIFER	1,760.04
COUGHLIN, TONI	708.02
COX, BENJAMIN	154.11
CRAVEN, GAYLA	115.67
CROSS, JONATHAN	1,868.06
CUNNINGHAM, SCOTT	2,982.79
DANIEL, COLE	2,506.02
DANIEL, MELANIE	633.53
DEBOER, MELISSA	2,658.41
DEETS, BRADLY	4,792.21
DEZEEUW, DAVID	2,174.37
DODGE, JUSTIN	2,316.86
DUCKETT, KEATON	325.95
EDWARDS, DANAE	2,254.12
FLUGGE-SMITH, JAMIE	2,023.62
FREDERICK, JUSTIN	2,978.58
FREDERICKSEN, BROCK	1,589.40
FREEMAN, MATTHEW	1,828.28
FROELICH, WILLIAM	664.28
FYFE, JUSTIN	1,694.88
GAVIN, HALEY	866.07
GIBBS, AUSTIN	1,762.32
GIBSON IV, WILLIAM	2,030.12
GILCHRIST, NICHOLAS	1,224.49
GITZEN, ROBERT	3,246.09
GOINS, ANDREA	2,460.97
GUESS, KATHRYN	2,839.26
HANSON, LAURA	1,793.32
HEIMANN, RONALD	1,897.17
HENTGES, ERIC	2,288.09
HERRICK, ROBERT	1,997.49



HILGENBERG, ADAM	2,373.04
HOGBONOUTO, TOLIDJI	1,568.04
HOLMES, HOLLY	1,649.32
HUSTED, TROY	2,026.82
HUTTON, JOSHUA	1,968.88
JACKSON, COLE	1,889.63
JERMIER, MATTHEW	3,372.53
JOHNSON, WYATT	2,412.57
KAMMERER, EMMILY	41.95
KAPPOS, SARA	2,994.19
KASS, ANDREW	3,533.90
KASZINSKI, BRETT	844.42
KELLER, CHRISTOPHER	2,275.63
KICKBUSH, CHRISTOPHER	1,915.93
KLEINWOLTERINK, COLE	3,027.97
KLEVER, JUDY	577.02
KNEPPER, AARON	138.80
KNUDSEN, DYLAN	2,204.42
KNUST, DANIEL	1,783.80
KOESTER, RUDY	4,518.12
KOSTECKI, BROOKE	700.95
KREKLAU, ROBERT	653.26
LACKEY, JAMIE	624.67
LANDE, RACHELE	136.51
LARSON, KRISTINE	2,983.58
LAUGHRIDGE, DANIEL	1,895.75
LE, SON	3,397.60
LEMKE, NEIL	2,474.60
LEVSEN, BRYAN	2,247.36
LINDSAY, MICHELLE	2,853.64
LOCKHART, MEGAN	317.33
LONG, JEREMY	3,294.42
LOVETINSKY, TRACY	1,841.43
LYNCH, JEREMY	1,413.92
MANNING, JOSHUA	2,759.93
MAREAN, JOSHUA	1,660.45
MAREK, JAMES	1,657.66
MCCAY, BRENDA	182.48
MEEKER, BRYCE	2,049.65
MELLENCAMP, JEFFREY	3,084.71
METTEE, WILLIAM	2,042.12
MINIKUS, JOSHUA	2,507.07
MORAVEC, CODY	1,893.89
MORRIS, ASHLEY	1,779.54
MURRA, BRIAN	2,443.11
MURRAY, JACK	2,546.35
NEWBURY, NICHOLAS	1,873.46
NICHOLS, ANDREW	1,849.85
OHMSTEDE, LUIS	1,294.30
OLDHAM, JAMES	2,404.52
OSBORN, RYAN	168.93
OSBORN, SARAH	1,787.46
OSBORNE, NICHOLAS	2,759.73
OSTRING, KATHLEEN	1,878.93
PARISH, TONJA	2,375.43
PATTERSON, KEVIN	1,653.67
PAYNE, THOMAS	2,025.68
PERALTA CORNEJO, STEVEN	388.68
PERKINS, JACOB	1,939.42
PETTIT, BRANDON	2,993.55
PIZINGER, JAMES	1,527.77

PORTER, NICKOLAS	295.72
PURVIS, KATHRYN	1,501.34
QUAM, BRADLEY	1,785.12
QUICK, TIMOTHY	318.48
QUINN, JOHN	13,470.29
RASH, RONALD	2,261.93
RICHARDSON, DACE	1,366.44
RICHARDSON, ELIZABETH	1,664.58
ROBBINS, CORBY	2,018.19
ROBINSON, CLINT	3,991.85
ROBINSON, NATHANIEL	176.25
ROSENOW, MELANIE	222.11
ROTH, TITO	1,521.79
ROTSCHAFER, CARMEN	1,517.54
ROYER, TIMOTHY	3,140.68
RUSHER, LUCIUS	2,472.31
SCHAUFENBUEL, KARI	1,179.47
SCHUETT, REBECCA	2,566.14
SCHULTZ, JEFFREY	2,147.48
SEDDON, JOSH	2,202.47
SEELY, AUSTEN	590.28
SHAFFER, CHET	1,575.40
SHERIDAN, ISABELLA	68.01
SHIELDS, JOHN	1,018.26
SLYCORD, JASON	1,955.75
SMITH, BLAKE	2,129.05
SMOLIK, MEGAN	1,873.17
SNOW, SUSAN	23.13
SOFEN, NATASHA	34.42
SPOSETO, MACKENZIE	2,661.21
STEINKE, KURT	1,226.22
STEPHENS, CLINT	662.68
STEWARD, ERIC	1,944.57
STIFEL, DALTON	1,895.28
STOTZ, MELISSA	802.82
SULLIVAN, RYAN	216.25
TAYLOR, CHRISTINA	92.64
THAYER, CHANDLER	2,433.28
TOWNSEND, MCKENNA	1,728.76
TRENT, JARED	341.94
TYSDAL, THOMAS	3,785.58
VAN ERDEWYK, RACHEL	289.96
VANDEKAMP, JOSHUA	2,400.59
VENTO, NICHOLAS	1,784.07
WEBER, BRIAN	1,304.32
WERTS, DANIEL	2,245.23
WESTON STOLL, KERI	1,955.29
WHITE, JASON	1,715.46
WIGGINS, MATHEW	2,349.38
WILLIAMS, SUSAN	2,020.22
WISE, NATHAN	3,502.30
WOOD, DANIEL	1,382.79
WRIGHT, MICHAEL	1,992.79
YOUNG, JOHNATHAN	2,273.32
YOUSO, ANTHONY	1,433.07
<i>*TOTAL*</i>	<i>\$336,117.25</i>

- B. Consideration of approval of City Council Minutes of 01/03/2023 Regular Meeting, 01/09/2023 Work Session

- C. Retail Alcohol License Applications, Renewals
    - 1. Consideration of approval of 12-month Class E Retail Alcohol License for SJ, LLC, d/b/a Star Liquor Tobacco & Vape [23 NE Carefree Lane]
    - 2. Consideration of approval of ownership updates associated with Class C Beer Permit with Class B Wine Permit privilege for Kwik Trip, Inc., d/b/a Kwik Star #1056 [855 SE Alice's Road], pending Fire Marshal approval
  - D. Grant Applications, Approvals:
    - 1. Consideration of approval of a resolution authorizing the submittal of a grant pre-application to the Iowa Economic Development Authority (IEDA) Community Catalyst Building Remediation Program (Resolution #2023-022)
    - 2. Consideration of approval of a resolution awarding grant funding and authorizing payment to Drury Fitness, LLC, as part of the City of Waukee Triangle Business Property Improvement Program (Resolution #2023-023)
  - E. Consideration of approval of a resolution approving City of Waukee Home Base Iowa revised incentives (Resolution #2023-024)
  - F. Contracts, Agreements:
    - 1. Consideration of approval of a resolution approving 28E Agreement Between the Cities of Clive and Waukee, Iowa, for the Conveyance of Sewer and Construction Easements and the Provision of Funds for Projects Located in Clive [NE Outfall Sewer Project] (Resolution #2023-025)
    - 2. Consideration of approval of a resolution approving 28E Agreement Between the Cities of Urbandale and Waukee, Iowa, Regarding Sanitary Sewer Project Property Interests (Resolution #2023-026)
    - 3. Consideration of approval of a resolution approving Agreement for Professional Consulting Services with Group Creative Services [Waukee Public Art Master Plan] (Resolution #2023-027)
    - 4. Consideration of approval of a resolution approving contract and bond [Heart of the Warrior Trailside Improvements Project] (Resolution #2023-028)
  - G. Change Orders, Payment Estimates, Acceptance of Public Improvements, Releases of Retainage:
    - 1. Consideration of approval of Change Order No. 3 to Core Construction Services, LLC, for the Waukee Public Works Site Expansion Phase 1 Project, increasing the contract in the amount of \$16,187.40
    - 2. Consideration of approval of Payment Estimate No. 12 to Core Construction Services, LLC, for the Waukee Public Works Site Expansion Phase 1 Project in the amount of \$528,441.98
    - 3. Consideration of approval of Payment Estimate No. 10 to Absolute Concrete Construction, Inc., for the Warrior Lane Improvements Phase 2 Project in the amount of \$69,502.22
    - 4. Consideration of approval of Payment Estimate No. 4 to Rognes Corporation for the West Area Trunk Sewer Extension Phase 2 Project in the amount of \$80,000.24
    - 5. Consideration of approval of early partial release of retainage to C.L. Carroll Co., Inc., for the 2021 Well Rehabilitation Phase 2 Project in the amount of \$60,000.00
    - 6. Consideration of approval of a resolution accepting public improvements [Hamilton Ridge Plat 8] (Resolution #2023-029)
  - H. Fixing Dates for Public Hearings:
    - 1. Consideration of approval of a motion setting February 21, 2023, as the date of public hearing on an ordinance to amend Chapter 169, Zoning Regulations, District Regulations, by amending Section 169.02, Official Zoning Map
    - 2. Consideration of approval of a motion setting March 6, 2023, as the date of public hearing on a proposed property tax levy pursuant to Iowa Code 384.15A
    - 3. Consideration of approval of a resolution ordering construction of Heart of the Warrior Trail West Extension Project and fixing a date for hearing thereon and taking bids therefor (Resolution #2023-030)
  - I. Consideration of approval of a resolution approving a job description and pay grade [Athletic Facility Groundskeeper] (Resolution #2023-031)
  - J. Consideration of approval of a resolution approving Warranty Deed [Lots D and E of Ashley Acres Plat 2] (Resolution #2023-032)
- 2) Consent Agenda Part 2:** Council Member Sinclair moved to approve Consent Agenda Part 2; seconded by Council Member Crone. Council Member Bottenberg stated that he would abstain from voting due to a professional conflict of interest. Results of vote: Ayes: Crone, Lyon, Pierce, Sinclair. Nays: None. Abstentions: Bottenberg (professional conflict of interest). Motion carried 4 – 0 – 1.
- A. Consideration of approval a resolution approving Ahlers & Cooney, P.C., Engagement Agreement, 2023 Public Improvement Contract Proceedings (Resolution #2023-033)
- 3) Mayor's Appointment and Resolution: *Consideration of approval of a resolution approving mayor's appointment or reappointment of citizen members to the various City boards, commissions and committees*** – Mayor Clarke made the following appointments:
- Board of Adjustment, term ending 01/31/2028: Juan Garcia
  - Board of Appeals, term ending 01/31/2028: Megan Bankole

Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-034)

- 4) **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 and Stop Intersections, as specified [introduction; first reading]*** – Council Member Crone introduced the ordinance and moved to approve the first reading in title only; seconded by Council Member Sinclair. Public Works Director/City Engineer Koester reviewed the ordinance amendment to add specific Brodie St. intersections as two-way stops. Mayor Clarke asked if the amendment had been communicated with the neighboring property owners; Mr. Koester noted that letters were mailed last week to those neighbors. Mayor Clarke then asked if additional signage would be installed to draw attention to the stop signs; Mr. Koester replied that the new stop signs would be flagged. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0.
- 5) **Ordinance: *Consideration of approval of an ordinance to amend Chapter 99, Connection Fee Districts, by amending Section 99.13, Wastewater Treatment Connection Fee District [introduction; first reading]*** – Council Member Sinclair introduced the ordinance and moved to approve the first reading in title only; seconded by Council Member Bottenberg. Public Works Director/City Engineer Koester noted that the proposed ordinance amended non-single family residential connection fees to align with single family connection fees. Council Member Bottenberg asked if the fees were charged per building or per unit; Mr. Koester clarified that they were per unit fees. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0.
- 6) **Ordinance: *Consideration of approval of an ordinance to amend Chapter 1, Waukee Municipal Code, Code of Ordinances, by removing and replacing Section 1.02, Definitions [introduction; first, second, third (final) readings]*** – Council Member Crone introduced the ordinance, moved to approve the first reading in title only, waive the second and third readings, and place the ordinance on final passage; seconded by Council Member Bottenberg. City Clerk Schuett briefly reviewed the ordinance, which adds a definition to clarify that the former Development Services Department means the Community Development Department. As the ordinance clarifies terminology and makes no other changes, City staff recommend waiving the second and third readings. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Ordinance #3063)
- 7) **Ordinance: *Consideration of approval of an ordinance for the division of revenues under Section 403.19, Code of Iowa, for The Quarter Commercial Urban Renewal Plan [third (final) reading]*** – Council Member Sinclair moved to approve the third reading of the ordinance in title only and place it on final passage; seconded by Council Member Crone. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Ordinance #3064)
- 8) **Ordinance: *Consideration of approval an ordinance to amend Chapter 166, Zoning Regulations, Administration and Enforcement, Waukee, Iowa [third (final) reading]*** – Council Member Crone moved to approve the third reading of the ordinance in title only and place it on final passage; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Ordinance #3065)
- 9) **Resolution: *Consideration of approval of a resolution awarding contract [2023 ADA Sidewalk Improvements Project]*** – Council Member Sinclair moved to approve the resolution; seconded by Council Member Crone. Public Works Director/City Engineer Koester reviewed the bid tabulation, recommending awarding contract to MPS Engineers, d/b/a Kingston Services, PC, of Des Moines, IA, in the amount of \$103,449.00. Results of

vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-035)

- 10) **Resolution: Consideration of approval of a resolution approving preliminary plat for Parkside** – Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. Planning Coordinator DeBoer reviewed the plat of 147 single family lots, as well as parkland dedication, utilities and landscape buffering along NW 10<sup>th</sup> St. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-036)
- 11) **Resolution: Consideration of approval of a resolution approving final plat for Kettlestone Peak Apartments Plat 1** – Council Member Sinclair moved to approve the resolution; seconded by Council Member Crone. Planning Coordinator DeBoer briefly reviewed the plat, which subdivides one lot into three. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-037)
- 12) **Resolution: Consideration of approval of a resolution approving final plat for Hamilton Ridge Plat 9** – Council Member Bottenberg moved to approve the resolution; seconded by Council Member Sinclair. Community Development Director Kass reviewed the plat, noting that some lots comply with R-1 standards despite being zoned as R-2. Outlot Z will be replatted as additional single family lots; the platting is delayed so that improvements along Ashworth Rd. can be completed when school is out of session. Council Member Sinclair asked if the development was now fully platted; Mr. Kass noted some areas that still require final platting. Council Member Crone requested clarification that Plat 12 is still planned for single family development; Mr. Kass replied in the affirmative. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-038)
- 13) **Resolution: Consideration of approval of a resolution approving site plan for Enterprise R-A-C Waukee [80 N. Warrior Lane]** – Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. Planning Coordinator DeBoer reviewed the site plan for a 2,400-square-foot single story building that includes a car wash. She discussed site ingress/egress, parking, on-site detention basin and exterior building elevations. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-039)
- 14) **Resolution: Consideration of approval of a resolution approving site plan for Access Systems – Existing [955 SE Olson Drive]** – Council Member Sinclair moved to approve the resolution; seconded by Council Member Crone. Planning Coordinator DeBoer reviewed plans for exterior improvements to the existing site, including additional landscaping. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-040)
- 15) **Launch Townhomes at Kettlestone**
  - A. **Resolution: Consideration of approval of a resolution approving preliminary plat** – Council Member Sinclair moved to approve the resolution; seconded by Council Member Crone. Planning Coordinator DeBoer reviewed the preliminary plat, final plat and site plan for nine townhome buildings, each on a separate lot. The site includes an outlot for common areas that will be owned and maintained by a homeowners association. She also discussed site ingress/egress, parking, sidewalks and recreational trails. The utilities and interior streets will be privately owned. She then reviewed the exterior building elevations. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-041)
  - B. **Resolution: Consideration of approval of a resolution approving final plat** – Council Member Bottenberg moved to approve the resolution; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-042)
  - C. **Resolution: Consideration of approval of a resolution approving site plan** – Council Member Bottenberg moved to approve the resolution; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2023-043)

**(J) Reports** – Report made by City Administrator Deets.

Council Member Bottenberg moved to adjourn; seconded by Council Member Sinclair. Ayes: All.  
Nays: None. Motion carried 5 – 0.  
Meeting Adjourned at 6:18 p.m.

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Courtney Clarke, Mayor

Attest:

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Rebecca D. Schuett, City Clerk