



**WAUKEE CITY COUNCIL MINUTES**  
**March 1, 2021**

***\*Due to public health concerns and guidance, in accordance with Iowa Code Sections 21.4(1)(b) and 21.8, this meeting of the Waukeee City Council was conducted electronically as holding the meeting in person was impossible or impractical.***

- (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 pursuant to the electronic meeting provisions of Iowa Code Sections 21.4(1)(b) and 21.8.
- (B) Pledge of Allegiance (temporarily suspended)**
- (C) Roll Call** – The following members were present: Mayor Courtney Clarke; Council Members Anna Bergman (electronically), R. Charles Bottenberg (electronically), Chris Crone (electronically), Ben Sinclair. Absent: Council Member Larry R. Lyon. (Council Member Lyon began electronic participation at 5:32 p.m.)

Also in attendance: City Administrator Tim Moerman, Development Services Director Brad Deets (electronically), Public Works Director/City Engineer Rudy Koester (electronically), Finance Director Linda Burkhart (electronically), Human Resources Director Michelle Lindsay (electronically), Parks & Recreation Director Matt Jermier (electronically), Marketing & Communications Director Summer Evans (electronically), IT Director Son Le (electronically), Police Chief John Quinn, City Clerk Rebecca D. Schuett, City Attorney Steve Brick (electronically).

Prior to Open Forum, Mayor Clarke read a statement regarding utility bills that were higher than normal. She cited an extremely cold February, as well as freezing temperatures in Texas that lead to natural gas wellhead and pipeline freeze-offs that impacted the nationwide gas supply and caused wholesale natural gas price spikes. She then asked Waukeee utility customers to contact the Utility Billing Department if they wished to set up payment plans to spread out the cost over time. (Council Member Lyon began electronic participation at 5:32 p.m.)

- (D) Open Forum** – 1) Ron Marr, 2935 SE Timberline Dr. (participating electronically), stated that while he appreciated City staff efforts to provide gas, he was concerned with Waukeee's historic gas costs as compared with MidAmerican Energy. He encouraged the City to look into other possible natural gas providers.
- (E) Agenda Approval** – Council Member Sinclair moved to approve the agenda; seconded by Council Member Bottenberg. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.
- (F) Monthly Mayor's Report** – Mayor Clarke reported on a continuing Aa2 credit rating for the City from Moody's Investors Service. Public Works crews are currently filling potholes throughout the community. The Spring/Summer Parks & Recreation program guide is available and registration is now open.
- (G) Presentations:**
  - 1) Ankeny Sanitation, Inc., annual report** – Report made by Ankeny Sanitation General Manager Dave Massey (participating electronically).
- (H) Public Hearings:**
  - 1) On plans, specifications, form of contract and estimate of cost [Southwest Area Trunk Sewer Extension Phase 2 Project]** – Mayor Clarke opened the public hearing and asked if any written correspondence had been received; City Clerk Schuett replied in the negative. Public Works Director/City Engineer Koester reviewed the project, projected costs and construction schedule. No comments were made by the public in attendance.

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

1) **Southwest 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** – Council Member Sinclair

moved to approve the resolution; seconded by Council Member Crone. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-078)

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, recommending the contract award be deferred to the March 8 special meeting to allow further review of the bid documents. Council Member Bottenberg asked if there was an issue with the bids; Mr. Koester replied that the low bidder had informed the City that there was an error in their bid submittal. Council Member Crone amended the motion to defer consideration of awarding contract to the March 8 special meeting; Council Member Sinclair amended the second. Results of vote to defer award: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.

(J) **Action Items:**

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

A. Consideration of approval of 03/01/2021 Bill List; 02/15/2021 Payroll:

|  |                       |
|--|-----------------------|
| Total Unpaid Bills Presented for Approval :    | \$551,037.78          |
| Total Checks Issued Prior to Council Approval: |                       |
| (A) Prior to Last Council Meeting              | 330,853.45            |
| (B) After Last Council Meeting                 | 156,752.13            |
| (C) Payroll Taxes & Reimbursements             | 291,520.82            |
| (D) Utility Refunds                            | 812.15                |
| Payroll Checks Issued:                         |                       |
| (E) 02/15/2021                                 | 278,111.55            |
| ** Credit Card Detail also included in "F"     | 17,346.35             |
| <b>*TOTAL*</b>                                 | <b>\$1,626,434.23</b> |

FY 2021 Fund Recap:

|  | Expenditures |              | Revenues     |              |
|--|--------------|--------------|--------------|--------------|
|  | Budgeted     | Year To Date | Budgeted     | Year To Date |
| 010 General Fund                       | \$17,557,944 | \$8,915,774  | \$16,886,337 | \$7,506,364  |
| 011 General Fund-Hotel/Motel Tax       | -            | 6,333        | -            | 12,952       |
| 060 Road Use Tax Fund                  | 2,671,322    | 1,634,701    | 445,822      | 1,326,535    |
| 070 Firemen's Association              | -            | -            | -            | -            |
| 080 Library Foundation                 | -            | -            | -            | -            |
| 085 Asset Forfeitures                  | -            | -            | -            | -            |
| 090 North Residential TIF              | -            | 665          | -            | -            |
| 091 Hickman West Indust Park TIF       | 1,742,506    | -            | 823,245      | 509,560      |
| 092 Enterprise Business Park TIF Fund  | -            | -            | -            | -            |
| 093 Waukee Urban Renewal Area TIF Fund | 2,048,762    | 4,066        | 3,731,276    | 2,091,059    |
| 094 Gateway Urban Renewal              | 869,532      | 94,015       | 1,327,728    | 827,375      |
| 095 Autumn Ridge Urban Renewal         | 374,581      | -            | 711,471      | 349,405      |
| 096 Waukee West Urban Renewal          | -            | 702          | -            | -            |
| 097 Southwest Business Park            | -            | 26,288       | 71,049       | 36,704       |
| 098 Waukee Central URA                 | -            | -            | 154,346      | -            |
| 110 Debt Service Fund                  | 9,518,084    | 1,208,005    | 10,975,755   | 2,589,235    |
| 111 Special Assessments Fund           | -            | -            | -            | 16,689       |
| 210 Employee Benefits Fund             | 2,475,000    | -            | 2,501,444    | 1,312,204    |
| 211 Local Option Sales Tax             | 523,620      | -            | 2,923,900    | 2,122,081    |

|  |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|
| 212 Public Improvement Fund            | 2,000,000           | -                   | 2,000,000           | 2,003,170           |
| 327 Capital Projects                   | 26,109,000          | 14,917,614          | 23,432,370          | 9,443,718           |
| 330 City Wide SA Sidewalk Project      | -                   | -                   | -                   | 2,582               |
| 510 Water Utility Fund                 | 688,232             | 2,642,733           | 5,791,584           | 4,866,840           |
| 520 Sewer Utility Fund                 | 3,269,446           | 5,465,751           | 1,721,061           | 5,041,844           |
| 521 University Ave Trunk Sewer Project | -                   | -                   | -                   | 26,721              |
| 522 Waste Water Treatment PI           | -                   | -                   | -                   | 72                  |
| 523 E Area Pump Sta Treatment          | -                   | -                   | -                   | 252                 |
| 540 Gas Utility Fund                   | 7,172,989           | 4,422,283           | 8,638,750           | 4,945,689           |
| 560 Storm Sewer Utility Fund           | 1,980,128           | 2,226,044           | 1,140,833           | 772,138             |
| 570 Utility Bill Fund                  | 394,960             | 252,069             | 395,196             | 300,735             |
| 590 Solid Waste Collect & Rcycl Fund   | 1,428,400           | 963,396             | 1,425,900           | 861,159             |
| 750 Golf Course Fund                   | 594,288             | 292,869             | 608,500             | 454,655             |
| 810 Equipment Revolving Fund           | -                   | -                   | 15,000              | 313                 |
| <b>*TOTAL*</b>                         | <b>\$81,418,794</b> | <b>\$43,073,308</b> | <b>\$85,721,567</b> | <b>\$47,420,052</b> |

CHECKS ISSUED PRIOR TO COUNCIL APPROVAL 03/01/2021:

|  |   |                     |
|--|---|---------------------|
| CITY OF WAUKEE                           | HEALTH INSURANCE DEDUCTION                      | \$8,904.74          |
| EFTPS                                    | FICA TAX WITHHOLDING                            | 103,459.54          |
| GENESIS HOMES                            | UTILITY REFUND                                  | 348.76              |
| HALE DEVELOPMENT CO LLC                  | UTILITY REFUND                                  | 168.98              |
| HALE DEVELOPMENT CO LLC                  | UTILITY REFUND                                  | 137.55              |
| HOFFMAN, STACY K                         | UTILITY REFUND                                  | 56.86               |
| ICMA RETIREMENT TRUST 457                | ICMA  | 11,068.99           |
| IOWA DEPT OF HUMAN SERVICES              | CHILD SUPPORT                                   | 925.00              |
| IPERS                                    | IPERS DEDUCTIONS                                | 127,481.07          |
| MEALS FROM THE HEARTLAND                 | MEALS FROM HEARTLAND DEDUCTION                  | 46.00               |
| STRATTON, JAKE                           | UTILITY REFUND                                  | 100.00              |
| TOTAL ADMINISTRATIVE SERVICES CORP       | SECTION 125 MEDICAL DEDUCTIONS                  | 5,877.53            |
| TREASURER STATE OF IOWA                  | STATE WITHHOLDING TAXES                         | 33,566.13           |
| UNITED WAY CENTRAL IOWA                  | UNITED WAY DEDUCTION                            | 41.67               |
| WAUKEE AREA CHRISTIAN SERVICES           | WAUKEE AREA CHRISTIAN SERVICES DEDUCTION        | 62.24               |
| WAUKEE BETTERMENT FOUNDATION             | WAUKEE BETTERMENT FOUNDATION DEDUCTION          | 80.00               |
| WAUKEE PUBLIC LIBRARY FRIENDS FOUNDATION | LIBRARY FRIENDS FOUNDATION PAYROLL CONTRIBUTION | 7.91                |
| BANK OF AMERICA                          | NOVEMBER 2020 STATEMENT                         | 17,346.35           |
| AMAZON CREDIT PLAN                       | SEPTEMBER 2020 STATEMENT - MISSED INVOICE       | 28.72               |
| CLAYTON ENERGY CORPORATION               | JANUARY 2021 COMMODITY                          | 330,824.73          |
| EMPLOYEE BENEFIT SYSTEMS                 | MAR'21 HEALTH INSURANCE MONTHLY PREMIUM         | 153,965.94          |
| IOWA DEPT OF HUMAN SERVICES              | MARCH 2021 STATE SHARE OF GEMT                  | 2,786.19            |
| <b>*TOTAL*</b>                           |   | <b>\$797,284.90</b> |

UNPAID BILLS PRESENTED FOR APPROVAL 03/01/2021:

|                                      |                                    |          |
|--------------------------------------|------------------------------------|----------|
| ADEL AUTO PARTS                      | 55 DEF                             | \$667.54 |
| AFRICAN AMERICAN MUSEUM OF IOWA      | PRE-RECORDED ENDLESS               |          |
| AMAZON CREDIT PLAN                   | POSSIBILITIES PROGRAM              | 100.00   |
| AMAZON.COM                           | FEBRUARY 2021 STATEMENT            | 439.75   |
| AT&T MOBILITY                        | N95 MASKS/TOWELS                   | 1,345.79 |
| BACKFLOW SOLUTIONS INC               | FEBRUARY 2021 STATEMENT            | 113.66   |
| BACKGROUND INVESTIGATION BUREAU, LLC | ANNUAL ONLINE SUBSCRIPTION FEE     | 495.00   |
| BAKER MECHANICAL, INC.               | YOUTH BASKETBALL BACKGROUND CHECKS | 286.80   |
| BAX SALES, INC                       | MAITENANCE AGREEMENT               | 3,164.25 |
|                                      | BOLTS/HOSE                         | 295.67   |

|  |   |           |
|--|---|-----------|
| BILL RHINER'S PLUMBING                       | REPAIRS TO BREAKROOM<br>SINK/GARBAGE DISPOSAL           | 502.50    |
| BOLTON & MENK, INC                           | HEART OF WARRIOR TRAIL WEST<br>EXTNSN                   | 2,840.00  |
| BOUND TREE MEDICAL                           | MEDICAL SUPPLIES  | 1,591.40  |
| BUSINESS FURNITURE WAREHOUSE                 | CHAIRS  | 530.00    |
| BUSINESS NETWORK LONG DISTANCE               | FEBRUARY 2021 STATEMENT                                 | 17.08     |
| C2G CORPORATION                              | BRAKE CLEANER/RED THUNDER/BLUE<br>BLAZES                | 326.79    |
| CAPITAL SANITARY SUPPLY                      | TOILET PAPER/PAPER                                      |           |
| CENTURYLINK                                  | TOWELS/LAUNDRY DETERGENT                                | 339.92    |
| CFI SALES INC                                | FEBRUARY 2021 STATEMENT                                 | 240.45    |
| CINTAS CORPORATION                           | TIRES   | 597.70    |
| CITY OF CLIVE                                | FIRST AID KIT SUPPLIES                                  | 606.09    |
| CMS MARKETING LLC                            | NW 142ND STREET STREET LIGHTS -<br>COST SHARE           | 36,456.80 |
| CONFLUENCE                                   | BUSINESS CARDS - GIBBS                                  | 52.13     |
| CONSOLIDATED COMMUNICATIONS                  | WAUKEE ATHLETIC<br>COMPLEX/TRIUMPH PARK                 | 3,924.06  |
| ENTERPRISE SERVICES INC                      | FEBRUARY 2021 STATEMENT                                 | 823.57    |
| CORE & MAIN LP                               | METERS  | 1,295.00  |
| COSTAR REALTY INFORMATION, INC.              | COSTAR SUITE  | 395.00    |
| DAKOTA RIGGERS & TOOL SUPPLY, INC.           | TOW STRAPS  | 861.14    |
| DAN'S OVERHEAD DOORS 4                       | DOOR REPAIRS  | 322.92    |
| DEBBIE WOLFF                                 | FURNACE REBATE  | 75.00     |
| DELTA DENTAL                                 | MAR '21 DENTAL INSURANCE PREMIUM                        | 9,307.62  |
| DEMCO INC.                                   | BOOK TAPE/LABELS/DVD CASES                              | 294.71    |
| DES MOINES DRAIN & SEWER CLEANING<br>SERVICE | RAN KITCHEN DRAIN LINE IN<br>BREAKROOM                  | 85.00     |
| DES MOINES REGISTER                          | MON. - SAT. SUBSCRIPTION                                | 32.00     |
| DINGES FIRE COMPANY                          | WATERWAY SHUTOFF W/CUSTOM<br>LASER ETCHING              | 1,971.00  |
| DIRECTV                                      | JANUARY 2021 STATEMENT                                  | 20.03     |
| DOORS INC                                    | SERVICE CALL  | 400.00    |
| EMERGENCY APPARATUS<br>MAINTENANCE INC.      | E910 REPAIR PUMP  | 1,897.27  |
| FAREWAY STORES, INC.                         | COFFEE  | 55.33     |
| FARNSWORTH GROUP, INC                        | PUBLIC WORKS SITE EXPANSION<br>PHASE 1                  | 26,279.24 |
| FASTENAL COMPANY                             | GLOVES/EYEWEAR  | 560.51    |
| FIRE SERVICE INC                             | VALVES  | 132.90    |
| GALL'S INC                                   | JACKET/SHORTS/VEST/BATON -<br>YOUNG/GUESS/MEEKER/CLEMEN | 2,577.93  |
| GROEBNER & ASSOCIATES INC                    | METERS  | 12,152.02 |
| HAWKEYE TRUCK EQUIPMENT                      | MOTOR/DUMP BODY VIBRATOR                                | 3,533.80  |
| HEARTLAND CO-OP                              | JANUARY 2021 STATEMENT                                  | 70.00     |
| HILLYARD INC                                 | KLEENEX/CAN LINERS                                      | 167.60    |
| HOLMES MURPHY                                | MAR '21 HMA MONTHLY CONSULTING<br>FEE                   | 3,792.15  |
| HOTSY CLEANING SYSTEMS INC.                  | FLEETWASH   | 1,215.57  |
| HRGREEN, INC                                 | ADA SIDEWALK DESIGN                                     | 316.52    |
| HY-VEE                                       | JANUARY 2021 STATEMENT                                  | 650.00    |
| ICMA RETIREMENT CORPORATION                  | FIRST QUARTER 2021 401A PLAN FEES                       | 125.00    |
| INGRAM LIBRARY SERVICES                      | BOOKS   | 61.44     |
| INTERSTATE ALL BATTERY CENTER                | BATTERIES   | 831.00    |
| IOWA ASSOCIATION OF MUNICIPAL<br>UTILITIES   | MARCH 2021-FEBRUARY 2022 MEMBER<br>DUES                 | 11,726.00 |
| IOWA DEPT OF TRANSPORTATION                  | BRINE   | 1,440.00  |
| IOWA LAW ENFORCEMENT ACADEMY                 | BASIC TRAINING/TASER/PIT - MEEKER                       | 7,100.00  |
| IOWA ONE CALL                                | JANUARY 2021 STATEMENT                                  | 408.10    |

|                                  |                                  |           |
|----------------------------------|----------------------------------|-----------|
| IOWA PLAINS SIGNING INC          | MESSAGE BOARD DISPLAY CARD       | 5,500.00  |
| IOWA SIGNAL INC                  | TEMORARY SIGNAL NE DOUGLAS NE    |           |
| KIESLER'S POLICE SUPPLY, INC     | ALICES RD                        | 1,767.00  |
| KIMBALL MIDWEST                  | RIFLE EQUIPMENT                  | 1,706.60  |
|                                  | HYDRANT FITTINGS                 | 91.60     |
| KONE INC                         | MAINTENANCE COVERAGE FEBRUARY    |           |
| KOONS GAS MEASUREMENT            | 2021 - JANUARY 2022              | 2,538.36  |
|                                  | METERS                           | 1,268.42  |
|                                  | LEADSONLINE POWERPLUS            |           |
| LEADSONLINE LLC                  | INVESTIGATION PACKAGE            | 1,283.00  |
| LELAND CONSULTING GROUP          | WAUKEE MARKET UPDATE             | 25,400.70 |
| LOGAN CONTRACTORS SUPPLY INC     | FALCON HOT BOX & ASPHALT RENTAL  | 3,465.00  |
| LOGOED APPAREL & PROMOTIONS      | SHIRTS - QUAM                    | 273.56    |
| MAJESTIC TRUCK COLLISION & FRAME |                                  |           |
| REPAIR                           | FIRE TRUCK REPAIRS/REPLACEMENTS  | 7,018.69  |
| MARK STUCHEL INC.                | WIRELESS AMP CLAMP               | 968.20    |
| MARTINA MATHISEN                 | EDUCATIONAL ENTERTAINMENT        | 100.00    |
| MATT WAGNER                      | FURNACE REBATE                   | 75.00     |
| MC2 INC                          | ESD ODOR CARB ULTRA              | 3,007.65  |
| MD ALIGNMENT SERVICES INC        | E910 & AMBULANCE 302 ALIGNMENTS  | 400.00    |
| MEDIACOM                         | FEBRUARY 2021 STATEMENT          | 129.95    |
| MENARDS                          | CEILING FAN                      | 745.02    |
| MIDWEST ALARM SERVICES           | SERVICE CALL                     | 20.00     |
| MMC CONTRACTORS IOWA, INC        | FURNACE REPAIRS                  | 2,670.23  |
| MUNICIPAL EMERGENCY SERVICES INC | CUSTOM PINS                      | 132.57    |
| MUNICIPAL SUPPLY INC.            | METERS                           | 3,972.08  |
| NAPA AUTO PARTS STORE            | MISC VEHICLE SUPPLIES            | 440.59    |
| NATIONWIDE OFFICE CLEANERS LLC   | CLEANING SERVICES                | 5,391.28  |
| NORTHERN TOOL & EQUIPMENT        | LEVER/ROLLER SEAT                | 189.98    |
|                                  | CAPIRAREADY/CAPIRA SELF          |           |
| OCLC INC                         | CHECKOUT                         | 2,600.00  |
| OFFICE DEPOT                     | COFFEE/HAND SANITIZER/KEY TAGS   | 438.80    |
| O'HALLORAN INTERNATIONAL INC.    | DOOR POD REPAIRS                 | 1,750.97  |
| ORKIN PEST CONTROL               | PEST CONTROL SERVICES            | 59.02     |
| PAPER ROLL PRODUCTS              | PAPER FOR SQUAD CARS             | 229.00    |
| PITNEY BOWES                     | EZ-SEAL                          | 72.67     |
| PLUMB SUPPLY COMPANY             | COUPLING W/SHEER RING            | 159.84    |
| POLK COUNTY FIRE CHIEFS          |                                  |           |
| ASSOCIATION                      | MEMBER DUES - TYSDAL/ROBINSON    | 50.00     |
| PREMIER GLOBAL SERVICES          | JANUARY 2021 STATEMENT           | 13.18     |
| RACHEL PYBURN                    | THERMOSTAT REBATE                | 30.00     |
| RDG PLANNING & DESIGN            | SUGAR CREEK WATERSHED STUDY      | 6,553.66  |
| SANDRY FIRE SUPPLY LLC           | WEBBING/ROPE/LIFELINE            | 817.97    |
| SCHAAL PLUMBING, HEATING &       |                                  |           |
| COOLING                          | FURNACE & THERMOSTAT REBATE      | 105.00    |
| SCHNEIDER GRAPHICS, INC.         | WAUKEE POLICE GRAPHICS           | 1,821.91  |
| SERVICEMASTER BY RICE            | CARPET CLEANING - CLUBHOUSE      | 276.24    |
|                                  | UNIVERSITY AVE EXTNSN/10TH ST/SE |           |
| SHIVE HATTERY INC.               | LA GRANT PKWY                    | 67,976.10 |
| SHOTTENKIRK CHEVROLET-PONTIAC    | MIRROR                           | 710.72    |
| SIMPLEXGRINNELL LP               | EMERGENCY EXIT LIGHT SYSTEM      | 172.17    |
| SMITH FERTILIZER GRAIN           | BEET RTU                         | 2,077.52  |
|                                  | UTE AVE AND ASHWORTH RD          |           |
| SNYDER & ASSOCIATES INC          | INTRSCTN IMPRVMENTS              | 79,362.90 |
| STEVE BERG                       | FURNACE & THERMOSTAT REBATE      | 105.00    |
| STIVERS FORD                     | BATTERY REPLACEMENT              | 320.58    |
| STUDIO BEA DANCE                 | 2TOMOVE WINTER SESSION           | 80.00     |
|                                  | TUBE FITTING/QUICK CONNECT/STEM  |           |
| SWAGELOK                         | PROTECTOR                        | 670.60    |
| TERESA KIRBY                     | FURNACE & THERMOSTAT REBATE      | 105.00    |
| TERRI BYERS                      | FURNACE & THERMOSTAT REBATE      | 180.00    |

|   |   |                     |
|---|---|---------------------|
| THE LIBRARY CORPORATION                 | LIBRARY SOLUTION SOFTWARE RENEWAL             | 8,268.00            |
| THE MIRACLE LEAGUE                      | MEMBERSHIP FEE                                | 500.00              |
| THE VENTURE GROUP LLC                   | CLEANING SERVICES                             | 1,646.00            |
| THOMSON REUTERS - WEST                  | WEST INFORMATION CHARGES                      | 248.09              |
| TOYNE INC                               | E911 TAIL                                     | 535.12              |
| TRIPLETT OFFICE ESSENTIAL               | DOOR OVERHEADS/POST MOUNT FOR MONITORS/CHAIRS | 2,225.54            |
| TRUCK EQUIPMENT INC                     | HANDHELD CONTROL/MOTOR RELAY/RAM ASSEMBLY     | 825.81              |
| TYLER TECHNOLOGIES INC                  | CRM BUILDING PROJECTS MOBILE INTERFACE        | 1,916.14            |
| UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE | DRUG SCREEN                                   | 42.00               |
| UNIVERSITY OF IOWA HYGIENE              | TESTING FEES                                  | 270.00              |
| USA BLUE BOOK                           | MAGNA-TRAK                                    | 2,030.75            |
| UTILITY SAFETY AND DESIGN INC.          | WELDING RIG/PLUG/NIPPLE/CAP/PIPE              | 20,479.87           |
| VAN METER INDUSTRIAL INC                | WIRE BAROSTAT                                 | 263.00              |
| WASTEWATER RECLAMATION AUTHORITY        | MARCH 2021 FEES                               | 120,908.20          |
| WAUKEE COMMUNITY SCHOOL DISTRICT - FUEL | DECEMBER 2020/JANUARY 2021 STATEMENT          | 6,304.13            |
| WAUKEE HARDWARE & VARIETY               | JANUARY 2021 STATEMENT                        | 78.19               |
| WEBSTER ELECTRIC                        | REPAIRS TO LIGHTING                           | 128.00              |
| WEST DES MOINES WATER WORKS             | WATER TOWER RENT                              | 838.35              |
| WILLIAM RIVERA                          | THERMOSTAT REBATE                             | 30.00               |
| WINCAN LLC                              | ANNUAL WINCAN SOFTWARE AGREEMENT              | 1,500.00            |
| ZIEGLER INC                             | KIT-O-RING                                    | 797.51              |
| <i>*TOTAL *</i>                         |   | <i>\$551,037.78</i> |

PAYROLL 02/15/2021:

|                      |            |
|----------------------|------------|
| ABRAMOWITZ, LEVI     | \$2,679.46 |
| ADKINS, COREY        | 1,561.49   |
| ADKISSON, JENNIFER   | 587.01     |
| AHRENS, ELIZA        | 31.09      |
| ALDRICH, SHAWN       | 1,999.64   |
| ANDERSON, SARA       | 1,546.55   |
| ARIAS, HECTOR        | 2,315.06   |
| BAKER, RANDY         | 2,083.11   |
| BAUMAN, LISA         | 1,413.60   |
| BERGMAN, ANNASTASIA  | 619.49     |
| BOTTENBERG, RICHARD  | 622.44     |
| BROWN, ANGALEA       | 1,461.19   |
| BROWN, NATHAN        | 2,272.44   |
| BRUENING, BENJAMIN   | 256.28     |
| BRUNS, RACHEL        | 2,301.87   |
| BURKHART, LINDA      | 3,211.39   |
| CAMPBELL, SCOTT      | 1,940.59   |
| CARROLL, JOSEPH      | 2,243.33   |
| CHRISTENSEN, ABAGAIL | 1,390.86   |
| CICHOSKI, KELLI      | 1,916.93   |
| CLARKE, COURTNEY     | 1,085.52   |
| CLAYTON, EMMA        | 15.24      |
| CLEMEN, ANTHONY      | 2,398.72   |
| COGGESHELL, LEE      | 1,636.73   |
| CORKREAN, JENNIFER   | 1,897.96   |
| COUGHLIN, TONI       | 1,602.82   |
| CRAVEN, GAYLA        | 201.33     |
| CRONE, CHRISTINE     | 533.20     |

|                       |          |
|-----------------------|----------|
| CROSS, JONATHAN       | 1,090.12 |
| CUNNINGHAM, SCOTT     | 3,250.81 |
| DANIEL, COLE          | 1,933.81 |
| DEBOER, MELISSA       | 2,476.34 |
| DEETS, BRADLY         | 3,860.38 |
| DEZEEUW, DAVID        | 2,420.56 |
| DODGE, JUSTIN         | 2,364.89 |
| EASTCOTT, JOSHUA      | 2,038.87 |
| EDWARDS, DANAE        | 2,027.18 |
| ELLIS, NICOLE         | 785.98   |
| EVANS, SUMMER         | 3,126.20 |
| FLUGGE-SMITH, JAMIE   | 2,103.51 |
| FREDERICK, JUSTIN     | 2,215.78 |
| FREDERICKSEN, BROCK   | 1,757.63 |
| FROELICH, WILLIAM     | 603.95   |
| FURRY, ALISSA         | 466.81   |
| FYFE, JUSTIN          | 876.31   |
| GIBBS, AUSTIN         | 1,525.81 |
| GIBSON IV, WILLIAM    | 2,140.79 |
| GILCHRIST, NICHOLAS   | 1,849.07 |
| GITZEN, ROBERT        | 2,429.59 |
| GROVE, BRIAN          | 405.11   |
| GUESS, CHRISTOPHER    | 1,506.32 |
| GUESS, KATHRYN        | 2,092.24 |
| HANSON, LAURA         | 1,768.16 |
| HEIMANN, RONALD       | 2,559.00 |
| HENTGES, ERIC         | 2,683.55 |
| HERRICK, ROBERT       | 2,397.07 |
| HILGENBERG, ADAM      | 1,999.48 |
| HUSTED, TROY          | 1,970.68 |
| HUTTON, JOSHUA        | 1,929.81 |
| JACKSON, COLE         | 2,072.13 |
| JERMIER, MATTHEW      | 3,342.95 |
| KAPPOS, SARA          | 2,845.26 |
| KASS, ANDREW          | 2,791.82 |
| KASZINSKI, BRETT      | 705.78   |
| KELLER, CHRISTOPHER   | 2,437.38 |
| KICKBUSH, CHRISTOPHER | 2,195.13 |
| KINNEY, SCOTT         | 1,753.66 |
| KLEINWOLTERINK, COLE  | 2,418.54 |
| KLEVER, JUDY          | 1,227.47 |
| KOESTER, RUDY         | 3,291.14 |
| KREMER, NOAH          | 933.56   |
| LARSON, KENNETH       | 722.00   |
| LARSON, KRISTINE      | 3,081.39 |
| LAUGHRIDGE, DANIEL    | 1,880.65 |
| LE, SON               | 3,049.68 |
| LEITCH, JEFFREY       | 782.21   |
| LEMKE, NEIL           | 1,753.89 |
| LEVSEN, BRYAN         | 1,813.70 |
| LINDSAY, MICHELLE     | 2,991.92 |
| LOFTSGARD, MARA       | 607.66   |
| LONG, JEREMY          | 3,100.11 |
| LYNCH, JEREMY         | 1,563.79 |
| LYON, LARRY           | 619.84   |
| MANNING, JOSHUA       | 2,738.57 |
| MAREAN, JOSHUA        | 1,940.75 |
| MAREK, JAMES          | 980.91   |

|                       |          |
|-----------------------|----------|
| MCCAY, BRENDA         | 208.76   |
| MCCOY, CARA           | 469.71   |
| MEEKER, BRYCE         | 1,916.71 |
| MELLENCAMP, JEFFREY   | 2,906.75 |
| MILBURN, HALEY        | 916.43   |
| MINAR, VANESSA        | 784.32   |
| MINIKUS, JOSHUA       | 1,838.62 |
| MOERMAN, TIMOTHY      | 4,330.23 |
| MORRIS, ASHLEY        | 1,496.41 |
| MURRA, BRIAN          | 2,406.59 |
| NELSON, DAVID         | 1,676.23 |
| NICHOLS, ANDREW       | 1,727.95 |
| OLBERDING, MCKENNA    | 1,972.59 |
| OLDHAM, JAMES         | 306.64   |
| OSBORN, RYAN          | 458.04   |
| OSBORN, SARAH         | 2,047.27 |
| OSTRING, KATHLEEN     | 1,822.59 |
| OWENS, TANNER         | 411.43   |
| PARISH, TONJA         | 1,618.76 |
| PATTERSON, KEVIN      | 1,936.65 |
| PAYNE, THOMAS         | 1,742.42 |
| PERDRIAU, MARIE       | 610.68   |
| PERKINS, JACOB        | 1,850.49 |
| PETERSON, KATIE       | 1,488.35 |
| PETTIT, BRANDON       | 2,713.19 |
| PIZINGER, JAMES       | 1,458.47 |
| PORTER, NICKOLAS      | 554.49   |
| PURVIS, KATHRYN       | 1,468.19 |
| QUAM, BRADLEY         | 1,592.05 |
| QUINN, JOHN           | 3,712.55 |
| RASH, RONALD          | 2,244.03 |
| RICHARDSON, DACE      | 1.55     |
| RICHARDSON, ELIZABETH | 1,873.03 |
| ROBBINS, CORBY        | 2,222.34 |
| ROBINSON, CLINT       | 3,797.44 |
| ROYER, TIMOTHY        | 3,120.21 |
| SAENGKIO, DONNY       | 2,122.95 |
| SAGER, AARON          | 156.32   |
| SCHAUFENBUEL, KARI    | 1,135.44 |
| SCHETTLER, RODNEY     | 2,867.68 |
| SCHUETT, REBECCA      | 2,809.76 |
| SCHULTZ, EMILY        | 2,239.42 |
| SEDDON, JOSH          | 2,010.47 |
| SHAFFER, CHET         | 371.33   |
| SHARON, JEREMIAH      | 1,378.04 |
| SINCLAIR, BENJAMIN    | 619.84   |
| SMITH, BLAKE          | 1,955.02 |
| SNOW, SUSAN           | 46.27    |
| SOFEN, NATASHA        | 34.42    |
| SOUKUP, JESSICA       | 141.34   |
| SPOSETO, MACKENZIE    | 2,716.75 |
| STEINKE, KURT         | 791.47   |
| STEPHENS, CLINT       | 487.28   |
| STEWARD, ERIC         | 2,012.54 |
| STIFEL, DALTON        | 1,823.65 |
| STOTZ, MELISSA        | 874.70   |
| TAYLOR, CHRISTINA     | 25.40    |
| THAYER, CHANDLER      | 1,915.72 |



|                           |              |
|---------------------------|--------------|
| TOBIS, SYDNEY             | 848.03       |
| TYSDAL, THOMAS            | 3,125.50     |
| VANDEKAMP, JOSHUA         | 2,236.82     |
| VOEGTLE, TIMOTHY          | 2,049.66     |
| WASKE, CHARLES            | 2,087.51     |
| WERNIMONT, THOMAS         | 358.09       |
| WERTS, DANIEL             | 2,543.17     |
| WESTON STOLL, KERI        | 1,871.77     |
| WHITE, JASON              | 1,715.37     |
| WHITHAM JOHNSON, JENNIFER | 597.38       |
| WICKHAM, JOHN             | 1,518.22     |
| WIGGINS, MATHEW           | 2,144.74     |
| WILLIAMS, SUSAN           | 1,831.90     |
| WINTERS, TROY             | 2,375.46     |
| WISE, NATHAN              | 3,574.72     |
| WOOD, DANIEL              | 1,276.96     |
| YOUSO, ANTHONY            | 1,595.24     |
| *TOTAL *                  | \$278,111.55 |

- B. Consideration of approval of City Council Minutes of 02/16/2021 Regular Meeting
  - C. Consideration of approval of renewal of 12-month Class C Liquor License (LC) (Commercial) with Outdoor Service and Sunday Sales privileges for MDS, LLC, d/b/a The 'Kee [360 and 370 6<sup>th</sup> Street], pending proof of dram insurance
  - D. Consideration of approval of a motion to receive and file 02/15/2021 correspondence from the City of Des Moines Office of the Mayor regarding Central Iowa Water Trails
  - E. Consideration of approval of a motion approving an Agreement between J & M Displays and the City of Waukee for July 4, 2021, Fireworks Display
  - F. Consideration of approval of a motion approving Fireworks Display Permit for the City of Waukee for July 4, 2021, in Centennial Park (rain date July 5, 2021)
  - G. Consideration of approval of a resolution approving Purchase Agreement and Easements between Oakleaf Properties, LC, and the City of Waukee [SE Ashworth Road Corridor Improvements Project, SE Parkview Crossing Drive to SE Glacier Trail] (Resolution #2021-079)  
Consideration of approval of a resolution approving Purchase Agreement and Easements between Shadow Creek Estates, LLC, and the City of Waukee [10-Inch Gas Main Project] (Resolution #2021-080)
  - H. 080)
  - I. Consideration of approval of a resolution approving Purchase Agreement and Easements between Nelson Revocable Trust Agreement dated Oct. 8, 1999, as amended, James A. Nelson, Trustee; and the City of Waukee [10-Inch Gas Main Project] (Resolution #2021-081)
  - J. Consideration of approval of a resolution approving Purchase Agreement and Easements between Michael D. Miller, Brooke N. Miller and the City of Waukee [10-Inch Gas Main Project] (Resolution #2021-082)
  - K. Consideration of approval of Payment Estimate No. 1 to Concrete Technologies, Inc., for the Warrior Lane Improvements Phase 1 Project in the amount of \$12,610.00
  - L. Consideration of approval of a resolution approving construction drawings [NW Douglas Parkway Extension] (Resolution #2021-083)
  - M. Consideration of approval of a motion setting April 19, 2021, as the date of public hearing on consideration of an annexation moratorium agreement between the City of Waukee, Iowa, and the City of Urbandale, Iowa
- 2) **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-2/PD-1, a parcel to be known as Fox Valley [second reading]** – Council Member Crone moved to approve the second reading of the ordinance in title only; seconded by Council Member Lyon. Council Member Bottenberg asked for clarification on a possible school in the vicinity of the plat; Development Services Director Deets noted that the parcel in question could develop as a school but if not, it was planned to develop as additional residential housing. Results of vote: Ayes: Bergman, 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-4, a parcel known as Broderick property [second reading]** – Council Member Sinclair moved

to approve the second reading of the ordinance in title only; seconded by Council Member Crone. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.

- 4) **Ordinance: Consideration of approval of an ordinance to amend Chapter 160 Site and Building Development Standards, Chapter 165, Zoning Regulations, Definitions and General Regulations and Chapter 169 Zoning Regulations, District Regulations by incorporating regulations for interior storage uses [second reading]** – Council Member Crone moved to approve the second reading of the ordinance in title only; seconded by Council Member Sinclair. Council Member Lyon stated that he had noticed such storage facilities in Florida and thought they fit in well in neighborhoods. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.
- 5) **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-1/PD-1, a property to be known as Timber Creek Plat 1 [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 Lyon. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Ordinance #2983)
- 6) **Ordinance: Consideration of approval of an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from A-1, R-2 and C-1 to K-MF Rowhouse, K-MF-Stacked Med, K-MF-Stacked High, K-RC, K-OF and COS, a property known as Lolowau Love Properties [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 Lyon. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Ordinance #2984)
- 7) **Resolution: Consideration of approval of a resolution directing sale of \$17,725,000 (subject to adjustment per terms of offering) General Obligation Bonds, Series 2021A** – Council Member Lyon moved to approve the resolution; seconded by Council Member Sinclair. Matt Stoffel with PFM Financial Advisors (participating electronically), reviewed the bid tabulation, recommending sale to Robert W. Baird & Co., Inc., of Red Bank, NJ, as offering the most favorable rates. Council Member Bottenberg stated that he would abstain from voting due to a professional conflict of interest. Council Member Lyon amended the motion to approve the resolution, awarding sale to Robert W. Baird & Co., Inc.; Council Member Sinclair amended the second. Results of vote: Ayes: Bergman, Crone, Lyon, Sinclair. Nays: None. Absentions: Bottenberg. Motion carried 4 – 0 – 1. (Resolution #2021-084)
- 8) **Resolution: Consideration of approval of a resolution authorizing the redemption of outstanding General Obligation Bonds, Series 2013B, dated May 28, 2013** – Council Member Sinclair moved to approve the resolution; seconded by Council Member Crone. Matt Stoffel with PFM Financial Advisors (participating electronically) reviewed the savings to the City upon redemption. Council Member Bottenberg stated that he would abstain from voting due to a professional conflict of interest. Results of vote: Ayes: Bergman, Crone, Lyon, Sinclair. Nays: None. Absentions: Bottenberg. Motion carried 4 – 0 – 1. (Resolution #2021-085)
- 9) **Resolution: Consideration of approval of a resolution authorizing the redemption of outstanding General Obligation Urban Renewal Bonds, Series 2013D, dated December 12, 2013** – Council Member Crone moved to approve the resolution; seconded by Council Member Sinclair. Matt Stoffel with PFM Financial Advisors (participating electronically) reviewed the savings to the City upon redemption. Council Member Bottenberg stated that he would abstain from voting due to a professional conflict of interest. Results of vote: Ayes: Bergman, Crone, Lyon, Sinclair. Nays: None. Absentions: Bottenberg. Motion carried 4 – 0 – 1. (Resolution #2021-086)
- 10) **Resolution: Consideration of approval of a resolution approving site plan for Shine Shop Carwash [1400 SE University Avenue]** – Council Member Lyon moved to approve the resolution; seconded by Council Member Sinclair. Development Services Director Deets reviewed the site plan, lot ingress and egress, and exterior building elevations. He noted a

Planning & Zoning Commission comment concerning hours of operation, clarifying that the business would only be open from 7:30 AM to 7:30 PM. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-087)

**11) Resolution: *Consideration of approval of a resolution approving allocating additional funding to Waukee Area Christian Services for qualifying low-income resident utility billing assistance*** – Council Member Lyon moved to approve the resolution; seconded by Council Member Crone. City Administrator Moerman recommended the allocation of \$35,000 to qualifying low-income Waukee gas customers, with such assistance distributed through Waukee Area Christian Services (WACS). The allocation falls under the terms of an existing agreement with WACS to provide utility assistance to qualifying families. The agreement requires full accounting of the expenditure of funds to comply with laws pertaining to the use of public funds for public purposes. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-088)

**12) Resolution: *Consideration of approval of a resolution approving additional allocation to supplement the Low-Income Home Energy Assistance Program (LIHEAP)*** – Council Member Sinclair moved to approve the resolution; seconded by Council Member Lyon. City Administrator Moerman recommended the allocation of \$15,000 to supplement the LIHEAP program for qualifying Waukee gas customers. The Utility Billing Department will provide full accounting of the payments to comply with laws pertaining to the use of public funds for public purposes. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2021-089)

**(K) Reports** – Reports made by City Administrator Moerman; Council Members Lyon, Crone.

**(L) Closed Session: *Pursuant to Code of Iowa §21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property*** – Council Member Lyon moved to close the regular session and enter closed session pursuant to Code of Iowa §21.5(1)(j); seconded by Council Member Bottenberg. Results of vote: Ayes: Bergman, 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 6:21 p.m.

CLOSED SESSION

The electronic meeting was unmuted and council entered regular session at 6:39 p.m.

**(M) 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 Lyon moved to close the regular session and enter closed session pursuant to Code of Iowa §21.5(1)(c); seconded by Council Member Sinclair. Results of vote: Ayes: Bergman, 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 6:41 p.m.

CLOSED SESSION

The electronic meeting was unmuted and council entered regular session at 6:56 p.m.

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

Meeting Adjourned at 6:57 p.m.

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Courtney Clarke, Mayor

Attest:

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Rebecca D. Schuett, City Clerk