

**WAUKEE CITY COUNCIL MINUTES
WORK SESSION MEETING
May 8, 2023**

- A. Call to Order** – The work session meeting of the Waukeee City Council was called to order by Mayor Clarke at 5:35 p.m. at Waukeee City Hall, 230 W. Hickman Rd.
- B. Roll Call** – The following members were present: Mayor Courtney Clarke; Council Members Chris Crone, Anna Bergman Pierce (electronically), Ben Sinclair. Absent: Council Members R. Charles Bottenberg, Larry R. Lyon.

Also in attendance: City Administrator Brad Deets, Assistant City Administrator Nick Osborne, Finance Director Linda Burkhardt, Director of Economic Development Jennifer Brown, Public Works Director/City Engineer Rudy Koester, Human Resources Director Michelle Lindsay, Director of Marketing & Communications Heather Behrens, Parks & Recreation Director Matt Jermier, IT Director Son Le, IT Specialist of Network/Security Jack Murray, Police Chief Chad McCluskey, City Clerk Rebecca D. Schuett.

- C. Agenda Approval** – Council Member Crone moved to approve the agenda, removing item D5; seconded by Council Member Sinclair. Results of vote: Ayes: Crone, Pierce, Sinclair. Nays: None. Absent: Bottenberg, Lyon. Motion carried 3 – 0 – 2.
- D. Work Session:**
 - 1) Electric vehicle (EV) charging station grant opportunity** – Assistant City Administrator Osborne reviewed a federal grant program for EV charging stations, noting that the Des Moines Area Metropolitan Planning Organization was the lead agency. He reviewed grant application and reporting requirements, as well as an estimated budget and next steps. City staff believe Triumph Park to be a good location for the charging stations. Mayor Clarke asked staff to investigate the possibility of Centennial Park for the stations, as well.
 - 2) Waukeee Area Christian Services update** – Mayor Clarke stated that Waukeee Area Christian Services was exploring ways to expand their space and had approached City Administrator Deets and her about possible partnerships.
 - 3) Charitable giving campaign** – Human Resources Director Lindsay reviewed a proposed volunteer paid time-off policy, as well as charitable giving through voluntary payroll deductions.
 - 4) Development Agreement: SE Tallgrass Lane** – Public Works Director/City Engineer Koester discussed a three-party agreement for the extension of SE Tallgrass Ln.
 - 5) REMOVED FROM AGENDA**
 - 6) Property annexation update** – City Administrator Deets reviewed the process and timeline for a potential annexation.
 - 7) IT update** – IT Director Le and IT Specialist of Network/Security Murray reviewed cyber risk management and types of security controls.
- E. Council Liaison Reports**
- F. Comments**

Council Member Sinclair moved to adjourn; seconded by Council Member Crone. Ayes: All. Nays: None. Motion carried 3 – 0.
Meeting Adjourned at 6:42 p.m.

Courtney Clarke, Mayor

Attest:

Rebecca D. Schuett, City Clerk