

WAUKEE CITY COUNCIL MINUTES
SPECIAL MEETING
September 12, 2022

- A. Call to Order** – The special meeting of the Waukee City Council was called to order by Mayor Clarke at 5:36 p.m. at Waukee City Hall, 230 W. Hickman Rd.
- B. Roll Call** – The following members were present: Mayor Courtney Clarke; Council Members R. Charles Bottenberg, Anna Bergman Pierce, Ben Sinclair. Absent: Council Members Chris Crone, Larry R. Lyon.

Also in attendance: City Administrator Brad Deets, Assistant City Administrator Nick Osborne, Finance Director Linda Burkhardt, Community Development Director Andy Kass, Director of Economic Development Jennifer Brown, Parks & Recreation Director Matt Jermier, City Clerk Rebecca D. Schuett, City Attorney Steve Brick.

- C. Agenda Approval** – Council Member Sinclair moved to approve the agenda; seconded by Council Member Bottenberg. Results of vote: Ayes: Bottenberg, Pierce, Sinclair. Nays: None. Absent: Crone, Lyon. Motion carried 3 – 0 – 2.
- D. Closed Session: Pursuant to Code of Iowa §388.9(1) to discuss marketing and pricing strategies and proprietary information of the City Utility** – Council Member Bottenberg moved to close the regular session and enter closed session pursuant to Code of Iowa §388.9(1); seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Pierce, Sinclair. Nays: None. Absent: Crone, Lyon. Motion carried 3 – 0 – 2. Council entered closed session at 5:37 p.m.

CLOSED SESSION

Council entered regular session at 6:49 p.m.

- E. Work Session:**
- 1) FY2022-2023 Strategic Plan: Economic development quarterly report** – Director of Economic Development Brown reviewed the department’s progress with goals such as business retention and expansion, marketing and promotion, market studies and partnerships. She also discussed economic development challenges and upcoming activities.
 - 2) Tax Increment Finance and Urban Renewal Plan updates review** – Director of Economic Development Brown and City Administrator Deets briefly reviewed the proposed updates and amendments.
 - 3) RAGBRAI 2023 interest** – Parks & Recreation Director Jermier reviewed the RAGBRAI application process and requirements. After some discussion, the council directed City staff to apply for consideration as a 2023 route city.
 - 4) Bird Scooter update** – Parks & Recreation Director Jermier noted that the scooters are not currently operating in Waukee due to Bird Scooter staffing/personnel issues but might return before the end of the current season. After much discussion, the council agreed to re-evaluate the program in the late fall.
 - 5) University Avenue sidewalk snow removal policy** – City Administrator Deets reviewed the matter with council and proposed a policy to remove snow for impacted owners when the National Weather Service indicates any snowfall greater than 2 inches. If less snow accumulates, the property owners shall be responsible for removal.
 - 6) Upcoming fiscal year contributions to City partners** – City Clerk Schuett briefly reviewed the contributions policy and timeline, as well as those contributions approved in the last few budget cycles.
- F. Council Liaison Reports**
- G. Comments** – Parks & Recreation Director Jermier updated the council on Triumph Park ball field conditions following weekend rains.

Council Member Bottenberg moved to adjourn; seconded by Council Member Sinclair. Ayes: All. Nays: None. Motion carried 3 – 0.

Meeting Adjourned at 8:17 p.m.

Courtney Clarke, Mayor

Attest:

Rebecca D. Schuett, City Clerk