

**WAUKEE CITY COUNCIL MINUTES  
SPECIAL MEETING  
November 14, 2016**

- A. Call to Order** – The special meeting of the Waukeee City Council was called to order by Mayor Peard at 5:33 p.m. at Waukeee City Hall, 230 W. Hickman Rd.
- B. Roll Call** – The following members were present: Mayor William F. Peard; Council Members Anna Bergman, Brian Harrison, Larry R. Lyon. Absent: Council Members Shelly Hughes, Rick Peterson. (Council Member Hughes arrived at 5:36 p.m.)

Also in attendance: Finance Director Linda Burkhart, Development Services Director Brad Deets, Community and Economic Development Director Dan Dutcher, Technical Services Specialist Jenna Herr, Parks and Recreation Director Matt Jermier, Police Sgt. Jeremy Long, City Clerk Rebecca D. Schuett.

- C. Agenda Approval** – Council Member Lyon moved to approve the agenda, tabling consideration of items D2 and D3 until the November 21, 2016, regular meeting and tabling item E8 until the December 12, 2016, work session; seconded by Council Member Bergman. Results of vote: Ayes: Bergman, Harrison, Lyon. Nays: None. Absent: Hughes, Peterson. Motion carried 3 – 0 – 2.

**D. Action Items:**

- 1) Consent Agenda:** Council Member Lyon moved to approve the Consent Agenda; seconded by Council Member Bergman. Results of vote: Ayes: Bergman, Harrison, Lyon. Nays: None. Absent: Hughes, Peterson. Motion carried 3 – 0 – 2.

- A. Consideration of approval of 12-month Class C Liquor License (LC) (Commercial) with Sunday Sales privilege for Guns N Roses, Inc., d/b/a Kenny's [605 Ashworth Drive], pending proof of dram insurance
- B. Consideration of approval of a Fiscal Year 2017 Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Guns N Roses, Inc., d/b/a Kenny's
- C. Consideration of approval of a resolution approving contract, bond [Southwest Area Trunk Sewer Extension Project] (Resolution #16-487)
- D. Consideration of approval of a resolution approving construction drawings for Kettlestone Heights Plat 1 (Resolution #16-488)

**2) TABLED**

**3) TABLED**

**E. Work Session:**

- 1) Walnut Creek Watershed Master Plan** – Presentation made by Walnut Creek Watershed Authority representative John Swanson. (Council Member Hughes arrived at 5:36 p.m.)
- 2) Home-based business regulations** – Development Services Director Deets reviewed potential ordinance changes specific to private swimming lessons. Council Member Lyon suggested establishing a committee to review the home-based business ordinance in its entirety. Mayor Peard disagreed, stating that it was the council's responsibility to review and amend such policies, if needed. Mr. Deets asked if the council wished to see more or less restrictive regulations for home-based businesses; Mayor Peard replied that he did not want to impede business but that he did not want any undue burden on neighbors. Council Member Bergman suggested the swimming lesson restrictions include hours of operation only if the business owner is non-compliant with the other ordinance provisions (number of employees/independent consultants). Council Member Hughes asked that the ordinance be reviewed in its entirety; Council Member Bergman disagreed, stating that the swimming lesson issue should be addressed first. She added that a complete review of the ordinance would need to be one of the council's goals and objectives to move forward. Council Member Lyon concurred that the swimming lesson issue should be addressed at this time. Council Member Harrison agreed with Council Member Bergman's suggestion of limiting operating hours if the business owner is not in compliance with the rest of the ordinance.
- 3) Homeowners Associations 101** – Development Services Director Deets briefly reviewed the purpose of homeowners associations, noting that the City has no responsibility to enforce covenants.

- 4) **Recreation trail winter maintenance** – Parks and Recreation Director Jermier presented a map of primary and secondary trails that are maintained by the City after a winter weather event, as well as those trails that are the responsibility of abutting property owners.
- 5) **FY2017 Priorities Update: Multi-family zoning regulations** – Development Services Director Deets reviewed national and metro area rental housing trends, including data specific to Waukee. He also presented several different multi-family design standards for council consideration.
- 6) **FY2017 Priorities Update: Kettlestone development** – Community and Economic Development Director Dutcher briefly reviewed current and potential development activity in Kettlestone, including some of the infrastructure needed to support such development.
- 7) **FY2017 Priorities Update: Hotel development strategy** – Community and Economic Development Director Dutcher discussed potential hotel development within Kettlestone.
- 8) **TABLED**

**F. Comments**

Council Member Lyon moved to adjourn; seconded by Council Member Bergman. Ayes: All. Nays: None. Motion carried 4 – 0.  
Meeting Adjourned at 7:25 p.m.

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William F. Peard, Mayor

Attest:

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Rebecca D. Schuett, City Clerk