



**WAUKEE CITY COUNCIL
REGULAR MEETING**

**DATE: MONDAY, NOVEMBER 21, 2022
TIME: 5:30 P.M.**

PLACE: WAUKEE CITY HALL, 230 W. HICKMAN RD., WAUKEE, IA 50263

****Full City Council meeting packet is available at
<https://rms.waukee.org/Public/Browse.aspx?id=179133&dbid=0&repo=Waukee>**

***Due to public health concerns and guidance, in accordance with Iowa Code Sections 21.4(1)(b) and 21.8, this meeting of the Waukee City Council will be conducted with two different options for public participation: 1) Members of the public wishing to attend in person may do so in the Council Chambers at Waukee City Hall. 2) Members of the public wishing to participate electronically may do so via Zoom at the following link or phone numbers:**

**<https://zoom.us/j/352651371>
Meeting ID: 352-651-371**

Or by phone:

**+1 646-558-8656 or
+1 312-626-6799 or
+1 301-715-8592**

In-person meetings are subject to change under certain circumstances, including but not limited to higher than average participation or changes in health guidelines. If the meeting shall be held electronically only, notice shall be posted to the City website (Waukee.org) and City social media. Questions regarding meeting format may also be directed to the City Clerk's office at 515-978-7904.

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. OPEN FORUM** [Pursuant to City Council Rules of Procedure, presentations under Open Forum shall be limited to three (3) minutes per individual. Please refer to the footnotes on this agenda for more detailed Open Forum procedures**.]
- E. AGENDA APPROVAL**
- F. PRESENTATIONS: NONE**
- G. PUBLIC HEARINGS:**
 - 1) On an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from R-2 to C-1/PD-1 and amending the existing PD-1, a property known as Waukee Towne Center**
 - 2) On a proposed Amendment No. 12 to the Waukee Unified Urban Renewal Plan in the City of Waukee, State of Iowa**
 - 3) On a proposed Amendment No. 6 to the Waukee Consolidated Urban Renewal Plan in the City of Waukee, State of Iowa**
 - 4) On a proposed Towne Center Commercial Urban Renewal Plan for a proposed Urban Renewal Area in the City of Waukee, State of Iowa**

H. PUBLIC HEARING ACTION ITEMS:

- 1) **ORDINANCE:** Consideration of approval of an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from R-2 to C-1/PD-1 and amending the existing PD-1, a property known as Waukee Towne Center [introduction; first reading]
- 2) **Urban Renewal Plans**
 - A. **RESOLUTION:** Consideration of approval of a resolution determining an area of the City to be an economic development and blighted area, and that the rehabilitation, conservation, redevelopment, development or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of the City; designating such area as appropriate for urban renewal projects; and adopting the Amendment No. 12 to the Waukee Unified Urban Renewal Plan
 - B. **RESOLUTION:** Consideration of approval of a resolution determining an area of the City to be an economic development area, and that the rehabilitation, conservation, redevelopment, development or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of the City; designating such area as appropriate for urban renewal projects; and adopting the Amendment No. 6 to the Waukee Consolidated Urban Renewal Plan
 - C. **RESOLUTION:** Consideration of approval of a resolution determining an area of the City to be an economic development area, and that the rehabilitation, conservation, redevelopment, development or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of the City; designating such area as appropriate for urban renewal projects; and adopting the Towne Center Commercial Urban Renewal Plan
 - D. **ORDINANCE:** Consideration of approval of an ordinance for the division of revenues under Section 403.19, Code of Iowa, for Towne Center Commercial Urban Renewal Plan [introduction; first reading]

I. ACTION ITEMS:

- 1) **CONSENT AGENDA PART 1** [All items listed under the Consent Agenda will be considered for approval through one motion and second. There will be no separate discussion of these items unless there is a motion and second by Council for an item or items to be considered as separate action items.]
 - A. Consideration of approval of 11/21/2022 Bill List; 11/10/2022 Payroll
 - B. Consideration of approval of City Council Minutes of 11/07/2022 Regular Meeting, 11/14/2022 Special Meeting
 - C. Consideration of receipt and file of a Mayor's Proclamation of Look Local First Day
 - D. Consideration of approval of renewal of 12-month Class C Liquor License for Broheim's Indoor Golf & Pub, LLC, d/b/a Broheim's Indoor Golf & Pub [53 & 57 NE Carefree Lane]
 - E. Consideration of approval of a resolution approving job description and pay grade [Recreation Coordinator]
 - F. Reports:
 1. Consideration of approval of a resolution approving the City of Waukee's State of Iowa 2022 Financial Report, and directing the Finance Director for the City of Waukee to file the report with the Auditor of State
 2. Consideration of approval of a motion approving 2023-2024 Tax Increment Financing (TIF) Indebtedness Certifications to the Dallas County Auditor
 3. Consideration of approval of a resolution approving the State of Iowa FY2022 Annual Urban Renewal Report and directing the Finance Director for the City of Waukee to file the report with the Department of Management
 4. Consideration of approval of a motion approving the Annual Street Finance Report, and directing the Finance Director to file the report with the Iowa Department of Transportation
 - G. Contracts, Agreements:
 1. Consideration of approval of a resolution approving Agreement for Professional Consulting Services with Waters Edge Aquatic Design [Aquatic Center Needs Assessment Study]
 2. Consideration of approval of a resolution approving Agreement for Professional Services with Allender Butzke Engineers, Inc. [Waukee Public Safety Project, Geotechnical Services]

3. Consideration of approval of a resolution approving Offer to Buy Real Estate and Acceptance (Nonresidential) between Douglas Lee Meyer, Linda Beth Meyer and the City of Waukee [NE Outfall Sewer Project]
- H. Consideration of approval of a resolution awarding quote [Southfork Drive Culvert Repairs Project]
- I. Change Orders, Payment Estimates, Acceptance of Public Improvements, Releases of Retainage:
 1. Consideration of approval of Payment Estimate No. 23 to Larson Construction Co., Inc., for the Triumph Park Project in the amount of \$182,603.54
 2. Consideration of approval of Payment Estimate No. 7 to Core Construction Services, LLC, for the Waukee Public Works 2nd Floor Expansion Project in the amount of \$15,162.00
 3. Consideration of approval of Payment Estimate No. 10 to Core Construction Services, LLC, for the Waukee Public Works Site Expansion Phase 1 Project in the amount of \$420,076.70
 4. Consideration of approval of Payment Estimate No. 1 to Concrete Technologies, Inc., for the NW Douglas Parkway Grade, Partial Pave and Joint Utility Trench Project in the amount of \$188,715.12
 5. Consideration of approval of Payment Estimate No. 12 to Concrete Technologies, Inc., for the Ute Avenue and Ashworth Road Intersection Project in the amount of \$220,643.47
 6. Consideration of approval of Payment Estimate No. 12 to Absolute Concrete Construction, Inc., for the Douglas Parkway Extension Project in the amount of \$912.00
 7. Consideration of approval of Payment Estimate No. 8 to Absolute Concrete Construction, Inc., for the Warrior Lane Improvements Phase 2 Project in the amount of \$363,324.17
 8. Consideration of approval of Payment Estimate No. 5 to Grimes Asphalt and Paving Corp. for the 2021 Asphalt Overlay Improvement Project in the amount of \$18,617.63
 9. Consideration of approval of Change Order No. 1 to WRH, Inc., for the Lift Station No. 2 Rehabilitation Project, increasing the contract in the amount of \$5,941.73
 10. Consideration of approval of Payment Estimate No. 5 to J&K Contracting, LLC, for the Little Walnut Creek Trunk Sewer Extension Phase 5 Project in the amount of \$40,232.50
 11. Consideration of approval of Payment Estimate No. 2 to Rognes Corporation for the West Area Trunk Sewer Extension Phase 2 Project in the amount of \$813,697.16
 12. Consideration of approval of Payment Estimate No. 14 to C.L. Carroll Co., Inc., for the 2021 Well Rehabilitation Phase 2 Project in the amount of \$28,688.47
 13. Consideration of approval of release of retainage to Elder Corporation for the NW 2nd Street Project, NW Venture Drive to NW Douglas Parkway, in the amount of \$248,702.58
 14. Consideration of approval of release of retainage to Elder Corporation for the Waukee Public Library Stormwater Improvement Project in the amount of \$30,000.00
 15. Consideration of approval of release of retainage to J&K Contracting, LLC, for the Little Walnut Creek North Trunk Sewer Extension Phase 2 Project in the amount of \$15,228.19
- J. Fixing Dates for Public Hearing:
 1. Consideration of approval of a motion setting December 19, 2022, as the date of public hearing on an Ordinance to amend Chapter 166, Zoning Regulations, Administration and Enforcement, Waukee, Iowa
 2. Consideration of approval of a resolution ordering construction of 2023 ADA Sidewalk Improvements Project and fixing a date for hearing thereon and taking bids therefor

2) CONSENT AGENDA PART 2 [All items listed under the Consent Agenda will be considered for approval through one motion and second. There will be no separate discussion of these items unless there is a motion and second by Council for an item or items to be considered as separate action items.]

- A. Fixing Dates for Public Hearing:
 1. Consideration of approval of a resolution fixing date for a public hearing on the proposal to enter into a Development Agreement with Waukee Towne Center, LLC, and providing for publication of notice thereof
 2. Consideration of approval of a resolution determining the necessity and setting dates of a consultation and a public hearing on a proposed The Quarter Commercial Urban Renewal Plan for a proposed Urban Renewal Area in the City of Waukee, State of Iowa

- 3) MAYOR'S APPOINTMENT AND RESOLUTION:** Consideration of approval of a resolution approving mayor's appointment of members to the Public Art Advisory Commission
- 4) MAYOR'S APPOINTMENT AND RESOLUTION:** Consideration of approval of a resolution approving mayor's appointment of City of Waukee Police Chief and establishing terms of employment
- 5) ORDINANCE:** Consideration of approval of an ordinance to amend Chapter 170 of the Municipal Code of the City of Waukee, Iowa, by removing and replacing Chapter 170, Floodplain Management [third (final) reading]
- 6) RESOLUTION:** Consideration of approval of a resolution approving construction drawings [SE Westown Parkway]

- 7) **RESOLUTION:** Consideration of approval of a resolution approving preliminary plat for Ashworth North Plat 3
- 8) **RESOLUTION:** Consideration of approval of a resolution approving revised site plan for Waukee Primary & Specialty Care Clinic [2515 Grand Prairie Parkway]
- 9) ***Waukee Towne Center Plat 2***
 - A. **RESOLUTION:** Consideration of approval of a resolution approving preliminary plat
 - B. **RESOLUTION:** Consideration of approval of a resolution approving final plat
 - C. **RESOLUTION:** Consideration of approval of a resolution approving site plan for Waukee Towne Center Plat 2, Lot 1 [900 SE Laurel Street]
- 10) ***Oakleaf Plat 2/Valvoline Waukee***
 - A. **RESOLUTION:** Consideration of approval of a resolution approving preliminary plat for Valvoline Waukee
 - B. **RESOLUTION:** Consideration of approval of a resolution approving final plat for Oakleaf Plat 2
 - C. **RESOLUTION:** Consideration of approval of a resolution approving site plan for Valvoline Waukee [3145 Grand Prairie Parkway]
- 11) ***Ashworth South Plat 3***
 - A. **RESOLUTION:** Consideration of approval of a resolution approving preliminary plat
 - B. **RESOLUTION:** Consideration of approval of a resolution approving construction drawings
- 12) ***NW Douglas Parkway Culvert and Pond Improvements Project***
 - A. **MOTION:** Consideration of approval of Change Order No. 3 to Elder Corporation, increasing the contract in the amount of \$144,850.00
 - B. **MOTION:** Consideration of approval of Payment Estimate No. 7 to Elder Corporation in the amount of \$209,828.16
- 13) **RESOLUTION:** Consideration of approval of a resolution approving revised City of Waukee Business Incentives Policies

- J. **REPORTS:**
 - A. City Administrator Report
 - B. City Attorney Report
 - C. Council Member Reports

ADJOURNMENT

*Pursuant to §21.4(2) of the Code of Iowa (2021), the City has the right to amend this agenda up until 24 hours before the posted meeting time.

The City of Waukee is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required, please contact the Clerk's office at least 48 hours in advance at 515-978-7904 or email bschuett@waukee.org to have reasonable accommodations provided.

*****Rules of Order and Decorum for the Zoom Meeting*****

Any member of the public who would like to ask questions or make comments during either the Open Forum or Public Hearing portions of the meeting may participate by using the RAISE HAND feature. Participants must be recognized by the presiding officer and must state their full name and address before addressing the City Council. If you are participating via phone, the raise and lower hand feature can be activated by using *9. After you are recognized, use *6 to unmute your audio. The Chat and Q&A functions will be turned off during the meeting.

Questions or comments for the Public Hearing portion of the meeting may also be submitted in advance by emailing bschuett@waukee.org before 5:00 p.m. the day of the meeting. Any questions or comments submitted by this deadline will be read aloud by City staff during that particular Public Hearing.