



WAUKEE CITY COUNCIL MINUTES
January 3, 2022

- (A) **Call to Order** – The regular meeting of the Waukee City Council was called to order by Mayor Clarke at 5:30 p.m. at Waukee City Hall, 230 W. Hickman Rd. and electronically via Zoom.
- (B) **Pledge of Allegiance**
- (C) **Roll Call** – The following members were present: Mayor Courtney Clarke; Council Members Anna Bergman Pierce, R. Charles Bottenberg, Chris Crone (electronically), Larry R. Lyon, Ben Sinclair. Absent: None.

Also in attendance: City Administrator Tim Moerman, Assistant City Administrator Brad Deets, Community Development Director Andy Kass, Finance Director Linda Burkhart, Public Works Director/City Engineer Rudy Koester, Human Resources Director Michelle Lindsay, Economic Development Coordinator Jennifer Brown, Fire Chief Clint Robinson (electronically), Police Chief John Quinn, Police Officer Kathryn Guess, City Clerk Rebecca D. Schuett, City Attorney Steve Brick.

- (D) **Open Forum**
- (E) **Agenda Approval** – Council Member Sinclair moved to approve the agenda; seconded by Council Member Lyon. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0.
- (F) **Monthly Mayor’s Report** – Mayor Clarke discussed the upcoming January 15 FamilyFest event, reminded all that pet licensing renewals and dog park passes are available, thanked those residents who applied for appointment to citizen boards and stated that she would begin interviews this week, and noted the 2021 Year in Review video on the City website.
- (G) **Presentations: None**
- (H) **Public Hearings:**
 - 1) **On a proposal to enter into a Second Amended and Restated Agreement for Private Development with The Quarter at Waukee, LLC, and Waukee Prairie Apartments, LLC** – Mayor Clarke opened the public hearing and asked if any written correspondence had been received; City Clerk Schuett replied that none had been received in the clerk’s office. Assistant City Administrator Deets reviewed the proposed amendment, which relates to the KeeTown Loop Entertainment District. The amendment removes Waukee Prairie Apartments from the agreement, adds an overflow parking area, amends minimum improvement valuations and modifies minimum assessed values. The percentage of tax increment remains unchanged. Council Member Bottenberg asked if the amendment changes the maximum amount of potential reimbursement; Mr. Deets replied in the negative but added that reimbursement would not be made until the valuation is there. No comments were made by the public in attendance.
 - 2) **On a proposal to enter into a Lease Agreement (Business Property) between Finn & Laughlin Family Dentistry, PC, and the City of Waukee, Iowa** – Mayor Clarke opened the public hearing and asked if any written correspondence had been received; City Clerk Schuett replied that none had been received in the clerk’s office. Assistant City Administrator Deets stated that the current lease agreement expires in 2031 but that the tenant wishes to undertake a major interior remodel and has requested amendments to extend the lease for an additional five years. The amended lease agreement also states that it cannot be terminated prior to December 2027. A rent escalator is also factored into the lease agreement. No comments were made by the public in attendance.
- (I) **Public Hearing Action Items:**
 - 1) **Resolution: Consideration of approval of a resolution approving and authorizing execution of a Second Amended and Restated Agreement for Private Development by and among the City of Waukee, The Quarter at Waukee, LLC, and Waukee Prairie Apartments, LLC** – Council Member Pierce moved to approve the resolution; seconded by

Council Member Sinclair. Assistant City Administrator Deets noted that the amendment is consistent with the overall intent of the project. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-001)

- 2) Resolution: *Consideration of approval of a resolution approving a Lease Agreement (Business Property) between Finn & Laughlin Family Dentistry, PC, and the City of Waukee, Iowa*** – Council Member Lyon moved to approve the resolution; seconded by Council Member Bottenberg. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-002)

(J) Action Items:

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

A. Consideration of approval of 01/03/2022 Bill List; 12/23/2021 Payroll:

Total Unpaid Bills Presented for Approval :	\$341,921.14
Total Checks Issued Prior to Council Approval:	
(A) Prior to Last Council Meeting	2,033.61
(B) After Last Council Meeting	-
(C) Payroll Taxes & Reimbursements	343,320.86
(D) Utility Refunds	9,982.57
(E) Wells Fargo Credit Card	41,076.98
Payroll Checks Issued:	
(F) 12/23/2021	291,131.82
TOTAL	\$1,029,466.98

FY 2022 Fund Recap:	Expenditures		Revenues	
	Budgeted	Year To Date	Budgeted	Year To Date
010 General Fund	\$16,326,795	\$7,716,148	\$16,767,357	\$7,256,782
011 General Fund-Hotel/Motel Tax	13,800	14,107	48,100	16,841
060 Road Use Tax Fund	3,266,914	1,567,261	3,127,850	1,362,088
070 Firemen's Association	-	-	-	-
080 Library Foundation	-	-	-	-
085 Asset Forfeitures	-	-	-	-
090 North Residential TIF	91,444	326	-	-
091 Hickman West Indust Park TIF	758,806	-	819,208	513,088
092 Enterprise Business Park TIF Fund	-	-	-	-
093 Waukee Urban Renewal Area TIF Fund	6,949,333	3,223	4,344,814	2,311,984
094 Gateway Urban Renewal	1,991,977	803,529	2,610,558	1,030,475
095 Autumn Ridge Urban Renewal	492,992	-	716,298	357,587
096 Waukee West Urban Renewal	2,500	-	-	-
097 Southwest Business Park	93,000	26,219	93,182	49,530
098 Waukee Central URA	176,800	92,428	179,086	-
110 Debt Service Fund	14,538,957	1,674,734	16,172,409	2,791,873
111 Special Assessments Fund	-	-	-	17,546
210 Employee Benefits Fund	2,600,000	-	2,651,127	1,366,058
211 Local Option Sales Tax	1,097,969	-	3,176,500	1,030,282
212 Public Improvement Fund	-	-	-	1,616
327 Capital Projects	45,120,941	17,436,530	22,315,000	3,868,256
330 City Wide SA Sidewalk Project	-	-	-	1,234
510 Water Utility Fund	8,197,060	3,335,122	6,397,300	6,686,848
520 Sewer Utility Fund	7,179,626	4,699,050	6,460,900	4,648,075
521 University Ave Trunk Sewer Project	-	-	-	297
522 Waste Water Treatment PI	-	-	-	42
523 E Area Pump Sta Treatment	-	-	-	146
540 Gas Utility Fund	9,400,209	3,992,239	8,554,950	3,862,043

560 Storm Sewer Utility Fund	1,306,771	307,305	1,192,200	693,088
570 Utility Bill Fund	442,610	177,216	417,600	210,227
590 Solid Waste Collect & Rcycl Fund	1,528,400	806,183	1,527,500	781,006
750 Golf Course Fund	582,532	246,853	600,000	404,297
810 Equipment Revolving Fund	30,000	-	-	191
TOTAL	\$122,189,436	\$42,898,473	\$98,171,939	\$39,261,501

CHECKS ISSUED PRIOR TO COUNCIL APPROVAL 01/03/2022:

BANK OF AMERICA	NOVEMBER 2021 STATEMENT	\$1,268.51
BENJAMIN, KENDALL T	UTILITY REFUND	59.12
BURNS, JOEL A	UTILITY REFUND	48.37
CITY OF WAUKEE	PAYROLL DEDUCTIONS	26,956.10
COSTAR REALTY INFORMATION INC	COSTAR SUITE	1,580.00
CRAWLEY, ANTOINETTE N	UTILITY REFUND	4.07
DOSCHER, MARY M	UTILITY REFUND	68.12
EFTPS	FICA TAX WITHHOLDING	111,165.89
GENESIS HOMES	UTILITY REFUND	256.24
GENESIS HOMES	UTILITY REFUND	127.16
GENESIS HOMES	UTILITY REFUND	305.24
GINES, TIARA N	UTILITY REFUND	250.26
HIGGINS, CHRIS D	UTILITY REFUND	178.60
ICMA RETIREMENT TRUST 457	ICMA RETIREMENT	9,973.78
IOWA DEPARTMENT OF HUMAN SERVICES	JANUARY 2022 STATE SHARE OF GEMT	3,602.15
IOWA DEPT OF HUMAN SERVICES	CHILD SUPPORT	392.31
IPERS	IPERS DEDUCTIONS	146,481.40
ISOLVED BENEFIT SERVICES, INC	SECTION 125 MEDICAL DEDUCTIONS	8,985.25
LANDMARK CONSTRUCTION SERVICES- DONT USE ANYMORE	UTILITY REFUND	509.00
LANDMARK CONSTRUCTION SERVICES- DONT USE ANYMORE	UTILITY REFUND	3,713.52
LANDMARK DEVELOPMENT SERVICES, INC	UTILITY REFUND	509.00
LANDMARK DEVELOPMENT SERVICES, INC	UTILITY REFUND	3,713.52
MEALS FROM THE HEARTLAND	MEALS FROM HEARTLAND DEDUCTION	46.00
RINEHART, JOHN	UTILITY REFUND	222.19
SAM'S CLUB	DECEMBER 2021 STATEMENT	453.61
TELBIZ, MAIDA	UTILITY REFUND	18.16
TREASURER STATE OF IOWA	STATE WITHHOLDING TAXES	39,110.85
UNITED WAY CENTRAL IOWA	UNITED WAY DEDUCTION	41.67
US POSTAL SERVICE	DECEMBER 2021 REGULAR BILLING	3,207.18
WAUKEE AREA CHRISTIAN SERVICES	WAUKEE AREA CHRISTIAN SERVICES DEDUCTION	62.24
WAUKEE BETTERMENT FOUNDATION	WAUKEE BETTERMENT FOUNDATION DEDUCTION	80.00
WAUKEE FIREFIGHTER'S ASSOCIATION	FIREFIGHTER'S ASSOCIATION PAYROLL CONTRIBUTION	17.46
WAUKEE PUBLIC LIBRARY FRIENDS FOUNDATION	LIBRARY FRIENDS FOUNDATION PAYROLL CONTRIBUTION	7.91
TOTAL		\$363,414.88

UNPAID BILLS PRESENTED FOR APPROVAL 1/3/2022:

ADEL AUTO PARTS	OIL & OIL FILTER	\$199.40
AHLERS & COONEY PC	AMENDMENT NO. 11 TO UNIFIED URP	261.00
AMAZON CREDIT PLAN	DECEMBER 2021 STATEMENT	1,269.82
AMAZON.COM	HIGH TORQUE IMPACT WRENCH/CORDLESS CUT OFF SAW KIT	1,993.71
AMERICAN ALARMS	SLE-LTEV NAPCO BURG CELL COMMUNICATOR	600.00
AMERICAN SOCIETY OF COMPOSERS AUTHORS & PUBLISHERS	FY22 MUSIC LICENSE	390.00
ANSHUL BANSAL	THERMOSTAT REBATE	30.00
ARDICK EQUIPMENT CO., INC.	STOP SIGNS/NO PARKING SIGNS	1,955.00

AT&T MOBILITY	NOVEMBER 2021 STATEMENT	113.66
BACKGROUND INVESTIGATION BUREAU, LLC	BACKGROUND CHECK SYSTEM MEMBERSHIP	168.00
BLANK PARK ZOO	ADULT PROGRAM SPEAKER	35.00
BOLTON & MENK, INC	SUGAR CREEK PARK	10,885.00
BOOT BARN INC	PANTS- DEZEEUW	80.98
BRIAN NGOTHI	FURNACE REBATE	75.00
BRICK GENTRY BOWERS SWARTZ	NOVEMBER 2021 STATEMENT	11,160.00
BUSINESS NETWORK LONG DISTANCE	DECEMBER 2021 STATEMENT	17.09
CANDLE BAR DSM LLC	CANDLE POURING WORKSHOP	562.50
CENTURYLINK	DECEMBER 2021 STATEMENT	56.26
CHACHA'S CONFECTIONS	WINTER COOKIE DECORATING CLASS	600.00
CHARLES GAMBELL	THERMOSTAT REBATE	30.00
CHRISTY DENNIS	FURNACE REBATE	75.00
CHUCK HENZE	FURNACE REBATE	150.00
CINTAS CORPORATION	WATERBREAK COOLER AGREEMENT	50.00
	LASERFICHE SUPPORT/EMPLOYEE ONBOARDING PROJECT	28,000.00
CITIES DIGITAL, INC	NOVEMBER 2021 STATEMENT	460.41
CITY OF WAUKEE	ATHLETIC COMPLEX/TRIUMPH PARK	19,196.87
CONFLUENCE	CAMERA REPAIR	238.24
CONTROL INSTALLATIONS OF IOWA, INC	METERS	3,641.00
CORE & MAIN LP	CHERRY FINISH PLAQUE WITH LEATHERETTE PLATE	48.00
	NOVEMBER 2021 ELECTIONS	6,786.61
CUSTOM AWARDS	NOVEMBER 2021 STATEMENT	2,137.00
DALLAS COUNTY AUDITOR	JAN '22 DENTAL INSURANCE PREMIUM	10,425.60
DALLAS COUNTY RECORDER	DETAIL	150.00
DELTA DENTAL	CONCOURSE RENTAL	220.00
DENT ELIMINATORS	JANUARY 2022 SUBSCRIPTION	37.00
DES MOINES AREA COMMUNITY COLLEGE	PAID STAMP	68.00
DES MOINES REGISTER	EBSCO PACKAGE JANUARY 2022-DECEMBER 2022	7,211.00
DES MOINES STAMP MFG CO	ROOFING PROJECT	16,610.00
	5 LB HIGH POT MAGNESIUM ANODE	868.68
EBSCO PUBLISHING	SAFETY GEAR	247.20
ELITE ROOFING AND EXTERIORS	WINTERFEST POSTERS	99.80
ENERGY ECONOMICS	PARKA- JOHNSON	813.38
FASTENAL COMPANY	METERS	12,890.65
FEDEX OFFICE	GPP/UNIVERSITY SIGNAL SWITCH	2,550.00
GALL'S INC	FURNACE REBATE	75.00
GAS PRODUCTS SALES	RISERS	3,075.18
GENERAL TRAFFIC CONTROLS, INC.	ANNUAL CALIBRATION	438.47
GREGORY WADDLE	TRASH BAGS	78.34
GROEBNER & ASSOCIATES INC	JAN '22 HMA MONTHLY CONSULTING FEE	4,313.79
HEATH CONSULTANTS INCORPORATED	METERS	20,627.84
HILLYARD INC	ASHLEY ACRES	41,813.25
	BOOKS	4,266.25
HOLMES MURPHY	BATTERIES	133.33
INDUSTRIAL SALES COMPANY INC- WF	TRAINING/CLASS A & CLASS B MEMBERSHIPS	1,216.10
INFRASOURCE CONSTRUCTION, LLC	GAS PERSONNEL TRAINING SESSION	295.50
INGRAM LIBRARY SERVICES	FIRE EXTINGUISHER FOR CONCESSION STAND	76.50
INTERSTATE ALL BATTERY CENTER	JANUARY 2022 WORK COMP	23,710.00
IOWA ASSOCIATION OF BUILDING OFFICIALS	ESKER & LA GRANT TRAFFIC SIGNALS-REVISED INVOICE	4,225.00
IOWA ASSOCIATION OF MUNICIPAL UTILITIES	FURNACE REBATE	75.00
IOWA FIRE EQUIPMENT COMPANY		
IOWA MUNICIPALITIES WORKERS' COMPENSATION ASSN		
IOWA SIGNAL INC		
JENNIFER MOFFATT		

JERRY DOUGHERTY	FURNACE REBATE	75.00
KING'S MATERIAL INC	MONUMENT SIGN REPAIR	24.84
KONICA MINOLTA BUSINESS SOLUTIONS USA INC	COPIER/PRINTER LEASE & MAINTENANCE	491.11
LOGAN CONTRACTORS SUPPLY INC	DETACK SURFACE TACK	565.80
LOGOED APPAREL & PROMOTIONS	SHIRTS	4,423.38
LORIE ROSEBROOK	FURNACE REBATE	150.00
MCCLURE ENGINEERING CO	WAUKEE ANNEXATION- HUNTER HOLLOW	2,500.00
MENARDS	SNOW REMOVAL MARKERS	532.47
MERCY WEST PHARMACY	EMS MEDICATIONS	192.14
MICHAEL HOMAN	FURNACE REBATE	150.00
MID AMERICAN ENERGY	DECEMBER 2021 STATEMENT	7,085.46
MID-IOWA ELECTRIC, INC	REPLACE PHOTOCELL ON SIGN	150.00
MIDWEST ALARM SERVICES	FIRE ALARM CONTRACT	1,196.64
MOBOTREX, INC	POLE:14',SCH80,ALU,4-8"NPT TOE,PNC/BASE ASSY:SQUAR	2,448.00
MUNICIPAL SUPPLY INC.	METERS	31,813.50
NATIONWIDE OFFICE CLEANERS LLC	STRIP AND WAX- PUBLIC WORKS	3,862.15
NICHE ACADEMY	ANNUAL SUBSCRIPTION RENEWAL	1,600.00
OFFICE DEPOT	PAPER/PLANNER/PENS/TOILET	
OVERDRIVE INC	PAPER/SANITIZER	844.17
PENNY HATT	EBOOKS/AUDIOBOOKS	752.42
PLUMB SUPPLY COMPANY	FURNACE REBATE	150.00
PREMIERE GLOBAL SERVICES	COUPLINGS	167.70
RED WING SHOE STORE	NOVEMBER 2021 STATEMENT	3.15
REGISTER MEDIA	BOOTS- DEZEEUW	251.99
RICHARD & JUDY CORDLE	NOVEMBER 2021 PUBLICATIONS	140.83
ROBERT HALF	FURNACE REBATE	150.00
SANDRY FIRE SUPPLY LLC	TEMP ADMIN - ROBERTA WAHL -WK ENDING 12/17/21	136.25
SECRETARY OF STATE	FIRE HOODS	361.50
SESAC, INC	NOTARY APPLICATION- ROBBINS	60.00
SHI INTERNATIONAL CORP	FY22 MUSIC LICENSE	513.00
SIMMERING-CORY INC	LENOVO THINKPADS	7,519.34
SMITH FERTILIZER GRAIN	NOVEMBER 2021 SUPPLEMENT	213.00
STAPLES BUSINESS CREDIT	BEETS	2,454.31
STEVE DOWNER	CALENDARS	1,954.79
STEVE REIMAN	FURNACE REBATE	75.00
STIVERS FORD	FURNACE REBATE	150.00
SUBSURFACE SOLUTIONS LLC	CHARGING SYSTEM WARNING LIGHT ON	2,447.95
SWAGELOK	HD-80 SONDE	1,200.00
TERMINAL SUPPLY CO.	METERS	476.98
THE FILTER SHOP	REMOVAL TOOL	40.46
TRAVIS RIPPERGER	FILTERS	59.63
TRUSHAR SHUKLA	FURNACE REBATE	75.00
TYLER TECHNOLOGIES INC	THERMOSTAT REBATE	30.00
UMB BANK NA	JANUARY 2022 ONLINE UTILITY BILLING	305.00
UNITED PARCEL SERVICE	2020B- FEES	3,250.00
UNITYPOINT CLINIC-OCCUPATIONAL MEDICINE	SHIPPING	148.21
UNIVERSITY OF IOWA HYGIENE	QUARTERLY RANDOM DRUG SCREENS	294.00
UTILITY SAFETY AND DESIGN INC.	TESTING FEES	790.00
VAN-WALL EQUIPMENT INC	10" PROJECT	3,270.00
VELYA JANCZ-URBAN	GASKET/OIL FILTER/DRAIN PLUG	16.48
VERIZON WIRELESS	DIY VALENTINE'S SELF-CARE	360.00
WASH-ECLAIR	DECEMBER 2021 STATEMENT	5,546.05
WAUKEE POWER EQUIPMENT	WINDOW WASHING	42.00
	CHAINSAW AND SUPPLIES	873.58

WAYNE PETERSON	FURNACE REBATE	150.00
WEBSTER ELECTRIC	REPAIRED REAR CANOPY LIGHT	224.10
WEST DES MOINES WATER WORKS	JANUARY 2022 WATER TOWER RENT	838.35
YOURMEMBERSHIP.COM, INC	JOB POST PROMO LISTING	449.00
TOTAL		\$341,921.14

PAYROLL 12/23/2021:

ABRAMOWITZ, LEVI	\$2,348.94
ADKINS, COREY	1,504.78
ADKISSON, JENNIFER	662.19
AHRENS, ELIZA	1,335.78
ALDRICH, SHAWN	1,768.33
ANDERSON, SARA	1,523.69
ANNIS, JEREMY	363.92
ARIAS, HECTOR	2,522.36
BAKER, RANDY	1,700.32
BASYE, JONATHA	2,432.58
BAUMAN, LISA	1,335.07
BECKNER, HALEY	1,481.52
BEDFORD, SAMANTHA	1,380.76
BERG, BROOKE	561.17
BERGMAN, ANNASTASIA	619.49
BORICH, CHELSEA	1,808.14
BOTTENBERG, RICHARD	622.44
BOYLE, GAVIN	1,641.74
BROOKS, AMBER	569.87
BROWN, ANGALEA	1,399.15
BROWN, JENNIFER	2,432.46
BROWN, NATHAN	2,195.73
BRUENING, BENJAMIN	271.46
BRUNS, RACHEL	2,224.79
BURKHART, LINDA	2,989.53
BURKHART, MARK	1,077.97
CAMPBELL, SCOTT	2,359.75
CARPENTER, PAUL	1,688.24
CARROLL, JOSEPH	2,112.55
CHRISTENSEN, ABAGAIL	1,285.83
CICHOSKI, KELLI	1,823.66
CLARKE, COURTNEY	1,085.52
CLAYTON, EMMA	56.69
CLEMEN, ANTHONY	2,852.43
COGGESHELL, LEE	1,568.66
CORKREAN, JENNIFER	1,581.40
COUGHLIN, TONI	1,002.35
COX, BENJAMIN	364.86
CRAVEN, GAYLA	149.83
CRONE, CHRISTINE	533.20
CRONE, ERIN	53.31
CUNNINGHAM, SCOTT	2,847.77
DANIEL, COLE	1,644.76
DEBOER, MELISSA	637.79
DEETS, BRADLY	3,589.25
DEZEEUW, DAVID	2,672.41
DODGE, JUSTIN	2,058.40
EDWARDS, DANAE	2,001.34
EVANS, SUMMER	2,694.14
FLUGGE-SMITH, JAMIE	1,824.94
FREDERICK, JUSTIN	2,040.55
FREDERICKSEN, BROCK	1,289.59
FROEHLICH, WILLIAM	408.84

FURRY, ALISSA	281.37
FYFE, JUSTIN	1,351.98
GARLICH, ELIZABETH	278.23
GAVIN, HALEY	1,092.53
GIBBS, AUSTIN	1,902.89
GIBSON IV, WILLIAM	1,708.98
GILCHRIST, NICHOLAS	1,799.73
GILMORE, JOANNA	757.06
GITZEN, ROBERT	2,301.23
GOINS, ANDREA	2,321.24
GROVE, BRIAN	359.81
GUESS, CHRISTOPHER	1,432.12
GUESS, KATHRYN	2,241.39
HANSON, LAURA	1,638.06
HEIMANN, RONALD	2,012.28
HENTGES, ERIC	2,291.37
HERRICK, ROBERT	1,953.89
HILGENBERG, ADAM	1,942.80
HUSTED, TROY	1,829.05
HUTTON, JOSHUA	2,159.10
JACKSON, COLE	1,798.58
JERMIE, MATTHEW	3,111.69
JOHNSON, WYATT	1,468.76
KAMMERER, EMMILY	209.97
KAPPOS, SARA	2,727.22
KASS, ANDREW	2,357.56
KASZINSKI, BRETT	389.20
KELLER, CHRISTOPHER	1,949.91
KICKBUSH, CHRISTOPHER	2,095.36
KINNEY, SCOTT	1,548.94
KLEINWOLTERINK, COLE	2,105.22
KLEVER, JUDY	1,451.85
KNEPPER, AARON	111.85
KNUDSEN, DYLAN	1,554.62
KOESTER, RUDY	3,324.98
KREFT, ALEXUS	639.84
LARSON, KENNETH	179.14
LARSON, KRISTINE	3,042.97
LAUGHRIDGE, DANIEL	1,675.21
LE, SON	3,111.69
LEMKE, NEIL	2,131.37
LEVSEN, BRYAN	1,892.04
LINDSAY, MICHELLE	1,854.02
LONG, JEREMY	2,974.14
LOVETINSKY, TRACY	957.11
LYNCH, JEREMY	1,516.77
LYON, LARRY	619.84
MAGNUSSEN, JACK	509.00
MANNING, JOSHUA	2,255.02
MAREAN, JOSHUA	1,513.82
MAREK, JAMES	1,517.34
MCCAY, BRENDA	272.83
MCCOY, CARA	449.89
MEEKER, BRYCE	1,385.91
MELLENBAMP, JEFFREY	2,785.00
METTEE, WILLIAM	1,866.28
MINAR, VANESSA	1,169.98
MINIKUS, JOSHUA	2,203.18
MOERMAN, TIMOTHY	4,438.33
MONA, RACHEL	1,763.60
MORRIS, ASHLEY	1,503.76

MURRA, BRIAN	2,350.00
NELSON, DAVID	1,324.27
NEWBURY, NICHOLAS	1,791.90
NICHOLS, ANDREW	1,677.30
OLDHAM, JAMES	2,441.43
OLSASKY, JOHN	308.72
OSBORN, RYAN	151.90
OSBORN, SARAH	1,704.89
OSTRING, KATHLEEN	1,697.54
OWENS, TANNER	738.85
PARISH, TONJA	1,521.46
PATTERSON, KEVIN	2,149.23
PAYNE, THOMAS	1,581.10
PERKINS, JACOB	1,777.10
PETTIT, BRANDON	2,655.10
PIZINGER, JAMES	1,382.93
PORTER, NICKOLAS	778.81
PURVIS, KATHRYN	1,467.75
QUAM, BRADLEY	1,524.00
QUINN, JOHN	3,796.59
RASH, RONALD	2,317.15
RICHARDSON, DACE	1,478.54
RICHARDSON, ELIZABETH	1,614.97
ROBBINS, CORBY	2,193.39
ROBINSON, CLINT	3,662.11
ROBINSON, NATHANIEL	298.16
ROTH, TITO	1,455.68
ROTSCHAFFER, CARMEN	1,450.07
ROYER, TIMOTHY	2,910.70
SAENGKIO, DONNY	2,041.25
SAGER, AARON	204.05
SCHAUFENBUEL, KARI	1,060.86
SCHETTLER, RODNEY	2,299.78
SCHUETT, REBECCA	2,620.95
SCHULTZ, JEFFREY	1,416.83
SEDDON, JOSH	1,869.85
SEELY, AUSTEN	573.12
SHAFFER, CHET	395.87
SINCLAIR, BENJAMIN	619.84
SMITH, BLAKE	1,440.55
SNOW, SUSAN	169.94
SOFEN, NATASHA	30.59
SPOSETO, MACKENZIE	2,523.92
STEINKE, KURT	597.89
STEPHENS, CLINT	375.94
STEWARD, ERIC	1,837.72
STIFEL, DALTON	2,325.61
STOTZ, MELISSA	900.79
SULLIVAN, RYAN	380.86
TAYLOR, CHRISTINA	182.12
THAYER, CHANDLER	1,646.19
TOWNSEND, MCKENNA	1,563.39
TRUMAN, GRAHAM	162.58
TYSDAL, THOMAS	3,082.77
VANDEKAMP, JOSHUA	2,157.28
VENTO, NICHOLAS	754.58
VOEGTLE, TIMOTHY	1,690.79
WASKE, CHARLES	1,984.86
WERNIMONT, THOMAS	355.09
WERTS, DANIEL	2,063.84
WESTON STOLL, KERI	1,794.09

WHITE, JASON	1,368.38
WHITHAM JOHNSON, JENNIFER	671.62
WIGGINS, MATHEW	2,392.83
WILLIAMS, SUSAN	1,807.43
WINTERS, TROY	2,282.34
WISE, NATHAN	3,777.22
WOOD, DANIEL	1,115.55
YOUNG, JOHNATHAN	1,882.52
YOUSO, ANTHONY	1,417.36
TOTAL	\$291,131.82

- B. Consideration of approval of City Council Minutes of 12/20/2021 Regular Meeting
- C. Consideration of approval of receipt and file of 12/01/2021 Lease Agreement Renewal Letter [USCOC of Greater Iowa, Inc.]
- D. Consideration of approval of receipt and file of the purchase of a Ford F150 2022 Extended Cab Pick-up from Stivers Ford Lincoln of Waukee, IA, in the amount of \$29,682.00 [Waukee Community Development Department]
- E. Consideration of approval of 12-month Class E Liquor License with Class B Wine Permit and Class C Beer Permit privileges for RAYA, LLC, d/b/a Waukee Liquor & Food Mart [763 SE Alice's Road]
- F. Consideration of approval of a resolution approving seasonal job description and pay grade [Golf Course Maintenance Laborer, Waukee Parks & Recreation Department] (Resolution #2022-003)
- G. Consideration of approval of a resolution approving an amendment to the "Leave Time for Catastrophic Illness" program (Resolution #2022-004)
- H. Consideration of approval of resolution authorizing the City of Waukee to submit an application for funding from the Federal Surface Transportation Block Grant Program (STBG) to the Des Moines Area Metropolitan Planning Organization for FFY 2026 (Resolution #2022-005)
- I. Appointments:
 - 1. Consideration of approval of a resolution approving official publications for the City of Waukee for 2022 (Resolution #2022-006)
 - 2. Consideration of approval of a resolution approving official City depositories for 2022 (Resolution #2022-007)
 - 3. Consideration of approval of a resolution approving mayor's appointment of City Attorney for 2022 (Resolution #2022-008)
 - 4. Consideration of approval of a resolution approving mayor's appointment of Chief of Police for 2022 (Resolution #2022-009)
 - 5. Consideration of approval of a resolution approving mayor's appointment of City Health Officer for 2022 (Resolution #2022-010)
- J. Contracts, Agreements:
 - 1. Consideration of approval of a resolution approving Amendment to the Agreement for Cooperative Public Services between Polk County, Iowa, and the Central Iowa Watershed Management Authorities for the Funding of a Watershed Coordinator Position (Resolution #2022-011)
 - 2. Consideration of approval of a resolution approving 28E Agreement Between the City of West Des Moines, Iowa, and the City of Waukee, Iowa [Joint Roadway Maintenance] (Resolution #2022-012)
 - 3. Consideration of approval of a resolution approving Agreement for Professional Consulting Services with JCG Land Services, Inc. [Miscellaneous Right-of-Way and Easement Acquisition Services, 2022-2023] (Resolution #2022-013)
 - 4. Consideration of approval of a resolution approving Agreement for Professional Consulting Services with Snyder & Associates, Inc. [Hickman Road and SE Brick Drive Intersection Project] (Resolution #2022-014)
- K. Change Orders, Payment Estimates, Acceptance of Public Improvements, Releases of Retainage:
 - 1. Consideration of approval of Payment Estimate No. 2 to Meade, Inc., for the 10-inch Gas Distribution Main 2021, Meredith/NW 10th Street Project in the amount of \$354,412.39
 - 2. Consideration of approval of a resolution accepting public improvements [Hamilton Ridge Plat 1] (Resolution #2022-015)
 - 3. Consideration of approval of a resolution accepting public improvements [Daybreak Plat 3] (Resolution #2022-016)
- L. Consideration of approval of a resolution accepting Public Utility Easement [Fox Creek Meadows, LLC] (Resolution #2022-017)
- M. Consideration of approval of a motion setting February 7, 2022, as the date of public hearing on an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukee, Iowa, by rezoning certain property from A-1 [Agricultural District] to R-2 [One & Two Family Residential District], R-2 [One & Two Family Residential District]/ PD-1 [Planned Development Overlay District] and R-4 [Row Dwelling & Townhome District] (Painted Woods West Phase 2)

- 2) **Mayor's Appointment: *Of the Mayor Pro Tem and Council Members as representatives on various boards and committees for 2022*** – Mayor Clarke made the following appointments:
- Mayor Pro Tem: Council Member Bottenberg
 - MAC Representatives: Mayor Clarke, Council Member Bottenberg
 - Dallas County Housing Trust Fund: Council Member Lyon
 - BRAVO Board: Council Member Pierce
 - Chamber of Commerce: Council Member Sinclair
 - City Personnel Committee: Mayor Clarke; Council Members Crone, Sinclair
- 3) **Mayor's Appointment and Resolution: *Consideration of approval of a resolution approving the mayor's appointment of City of Waukee representation to the Central Iowa Regional Drinking Water Commission (CIRDWC) for 2022*** – Mayor Clarke appointed Council Member Lyon as council liaison, Public Works Director/City Engineer Koester as alternate representative, and Assistant Public Works Director of Operations Tim Royer as ex officio. Council Member Lyon moved to approve the resolution; seconded by Council Member Bottenberg. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-018)
- 4) **Mayor's Appointment and Resolution: *Consideration of approval of a resolution approving mayor's appointment of City of Waukee representation to the Wastewater Reclamation Authority (WRA) Policy Board and Technical Board for 2022*** – Mayor Clarke appointed City Administrator Moerman as representative and Assistant City Administrator Deets as alternate to the WRA Policy Board; Mayor Clarke appointed Public Works Director/City Engineer Koester as representative and Assistant Public Works Director of Operations Tim Royer as alternate to the WRA Technical Board. Council Member Pierce moved to approve the resolution; seconded by Council Member Lyon. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-019)
- 5) **Mayor's Appointment and Resolution: *Consideration of approval of a resolution approving mayor's appointment of City of Waukee representation to the Walnut Creek Watershed Authority Board of Directors for 2022*** – Mayor Clarke appointed Public Works Director/City Engineer Koester as representative and Assistant Public Works Director of Engineering Sara Kappos as alternate. Council Member Bottenberg moved to approve the resolution; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-020)
- 6) **Mayor's Appointment and Resolution: *Consideration of approval of a resolution approving mayor's appointment of City of Waukee representation to the Des Moines Area Metropolitan Planning Organization (MPO) for 2022*** – Mayor Clarke appointed herself as primary representative and Assistant City Administrator Deets as alternate to the MPO; Mayor Clarke appointed Public Works Director/City Engineer Koester as primary representative and Community Development Director Kass as alternate to the MPO TTC. The appointment for Executive Committee Subarea Nominee will be made at the January 17, 2022, regular council meeting. Council Member Sinclair moved to approve the resolution; seconded by Council Member Pierce. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-021)
- 7) **Mayor's Appointment and Resolution: *Consideration of approval of a resolution approving mayor's appointment of City of Waukee representation to the Dallas County Emergency Management Commission and E-911 Commission for 2022*** – Mayor Clarke appointed Fire Chief Clint Robinson as representative and Council Member Pierce as alternate to both commissions. Council Member Lyon moved to approve the resolution; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-022)
- 8) **Resolution: *Consideration of approval of a resolution approving final plat for Hamilton Ridge Plat 7*** – Council Member Lyon moved to approve the resolution; seconded by Council Member Sinclair. Community Development Director Kass briefly reviewed the plat. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-023)

- 9) **Resolution: Consideration of approval of a resolution approving 28E Agreement Between Urbandale Sanitary Sewer District; City of Grimes, Iowa; and City of Waukee, Iowa [WRA Grimes Connector]** – Council Member Lyon moved to approve the resolution; seconded by Council Member Pierce. Public Works Director/City Engineer Koester noted that this is the first of three agreements related to the project, the others being with the Cities of Clive and Urbandale. The agreement outlines project construction costs and the responsibilities of participating parties. The project is anticipated to begin construction this summer, with the Wastewater Reclamation Authority (WRA) taking over maintenance following completion. Results of vote: Ayes: Bottenberg, Crone, Lyon, Pierce, Sinclair. Nays: None. Motion carried 5 – 0. (Resolution #2022-024)

(K) Reports

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

Meeting Adjourned at 6:00 p.m.

Courtney Clarke, Mayor

Attest:

Rebecca D. Schuett, City Clerk