

**WAUKEE CITY COUNCIL MINUTES  
WORK SESSION MEETING  
January 25, 2021**

***\*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 was conducted electronically as holding the meeting in person was impossible or impractical.***

- A. Call to Order** – The work session meeting of the Waukee City Council was called to order by Mayor Clarke at 5:31 p.m. at Waukee City Hall, 230 W. Hickman Rd. and electronically via Zoom pursuant to the electronic meeting provisions of Iowa Code Sections 21.4(1)(b) and 21.8. Mayor Clarke added that the meeting was being conducted electronically due to severe weather conditions, in addition to public health concerns.
- B. Roll Call** – The following members were present: Mayor Courtney Clarke (electronically); Council Members Anna Bergman (electronically), R. Charles Bottenberg (electronically), Chris Crone (electronically), Larry R. Lyon (electronically), Ben Sinclair (electronically). Absent: None.

Also in attendance: City Administrator Tim Moerman (electronically), Finance Director Linda Burkhart (electronically), Development Services Director Brad Deets (electronically), Public Works Director/City Engineer Rudy Koester (electronically), Parks & Recreation Director Matt Jermier (electronically), IT Director Son Le (electronically), Library Director Kristine Larson (electronically), Human Resources Director Michelle Lindsay (electronically), Marketing & Communications Director Summer Evans (electronically), Fire Chief Clint Robinson (electronically), Police Chief John Quinn (electronically), City Clerk Rebecca D. Schuett (electronically).

- C. Agenda Approval** – Council Member Lyon moved to approve the agenda; seconded by Council Member Crone. Results of vote: Ayes: Bergman, Bottenberg, Crone, Lyon, Sinclair. Nays: None. Motion carried 5 – 0.
- D. Work Session:**
- 1) FY2022 Budget: General, Enterprise** – Jon Burmeister and Matt Stoffel with Public Financial Management (PFM) (both participating electronically) discussed utility funds, recommending increases in water/irrigation and sewer rates, as well as a reduction in solid waste rates. Finance Director Burkhart then reviewed the proposed general fund, capital equipment recommendations and staffing increases. City Administrator Moerman briefly reviewed the council’s approved budget directives and how they guide the budget process.
  - 2) Budget approval timeline** – Finance Director Burkhart reviewed the schedule.
- E. Comments**

Council Member Sinclair moved to adjourn; seconded by Council Member Lyon. Ayes: All. Nays: None. Motion carried 5 – 0.  
Meeting Adjourned at 7:13 p.m.

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Courtney Clarke, Mayor

Attest:

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Rebecca D. Schuett, City Clerk