

WAUKEE CITY COUNCIL MINUTES
SPECIAL MEETING
August 22, 2022

- A. Call to Order** – The special meeting of the Waukeee City Council was called to order by Mayor Clarke at 5:30 p.m. at Waukeee City Hall, 230 W. Hickman Rd.
- B. Roll Call** – The following members were present: Mayor Courtney Clarke; Council Members R. Charles Bottenberg, Chris Crone, Larry R. Lyon, Ben Sinclair. Absent: Council Member Anna Bergman Pierce.

Also in attendance: City Administrator Brad Deets, Assistant City Administrator Nick Osborne, Finance Director Linda Burkhart, Human Resources Director Michelle Lindsay, Public Works Director/City Engineer Rudy Koester, Director of Economic Development Jennifer Brown, Parks & Recreation Director Matt Jermier, Director of Marketing & Communications Heather Behrens, IT Director Son Le, Police Chief John Quinn, Police Lt. Jeremy Long, Fire Chief Clint Robinson, Deputy Fire Chief Tomme Tysdal, 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, Crone, Lyon, Sinclair. Nays: None. Absent: Pierce. Motion carried 4 – 0 – 1.

D. Action Items:

- 1) Consent Agenda:** Council Member Crone moved to approve the Consent Agenda; seconded by Council Member Sinclair. Results of vote: Ayes: Bottenberg, Crone, Lyon, Sinclair. Nays: None. Absent: Pierce. Motion carried 4 – 0 – 1.

A. Block Party Permit, Temporary Street Closure Applications:

1. Consideration of approval of a resolution approving the temporary closing of SE Pinecrest Circle from SE Brentwood Drive east to its terminus on Sunday, September 4, 2022, between the hours of 5:00 p.m. and 10:00 p.m. for the purpose of a neighborhood block party (Resolution #2022-358)
2. Consideration of approval of a resolution approving the temporary closing of NE Badger Lane from NE Bobcat Drive south to NE Douglas Parkway on Saturday, September 10, 2022, with an alternate date of Sunday, September 11, 2022, between the hours of 7:00 a.m. and 6:30 p.m. for the purpose of a neighborhood block party (Resolution #2022-359)
3. Consideration of approval of a resolution approving the temporary closing of SE Birchwood Circle from SE Mapleleaf Lane east to its terminus on Sunday, September 11, 2022, between the hours of 3:30 p.m. and 8:30 p.m. for the purpose of a neighborhood block party (Resolution #2022-360)
4. Consideration of approval of a resolution correcting scrivener's error in Resolution #2022-338 approving temporary public street closings for the Waukeee Area Historical Society Wauktoberfest Event (Resolution #2022-361)

- B. Consideration of approval of Payment Estimate No. 3 to Turnbull's Tree Service for the Ash Tree Removal Project in the amount of \$16,000.00**

- C. Consideration of approval of a motion setting September 19, 2022, as the date of public hearing on an ordinance to amend Chapter 169, Zoning Ordinance, City of Waukeee, Iowa, by rezoning certain property from C-4 [Office Park Commercial District], R-3 [Multi-Family Residential District] and R-4 [Row Dwelling & Townhome District] to K-RR [Kettlestone Retail Regional District] and K-MF-Stacked High [Kettlestone Multi-Family Stacked High District]/PD-1 [Planned Development Overlay] (Kettlestone Central North)**

E. Work Session:

- 1) City partners presentation: Waukeee Family YMCA** – Waukeee Family YMCA Executive Director Zach Elsbecker reviewed the organization's mission, areas of impact, areas of opportunity and future needs.
- 2) ATV/UTV use on public streets** – City Attorney Brick discussed recent state law changes regarding the use of ATVs/UTVs on public streets, noting that Waukeee's current code prohibits their use but that there are discrepancies as Waukeee code adopts certain state code provisions by reference. City Administrator Deets stated that neighboring communities do not plan to permit ATV/UTV use on their public streets. After some discussion, the council directed Mr. Brick to draft an ordinance prohibiting the use of ATV/s/UTVs on all public streets within Waukeee city limits.
- 3) FY2022-2023 Strategic Plan: Waukeee Public Safety Building No. 2 update** – City Administrator Deets introduced representatives from Sidekick Development, LLC; OPN Architects, Inc. and Ryan Companies, who reviewed the vision and priorities for the project, the planning process and needs

assessment, and a concept design. The council reviewed the proposed construction schedule and estimated budget.

- 4) **Capital Improvement Program (CIP) discussion** – In light of the projected costs for Waukee Public Safety Building No. 2, City Administrator Deets reviewed possible CIP changes to finance the project. He also noted planned funding sources and the City's debt capacity.
- 5) **Multi-family development** – City Administrator Deets noted that the 2019 Comprehensive Development Plan encourages diversity in housing options, including life cycle housing options. He then reviewed the number of multi-family residential site plans approved by council since 2017 and the number of associated building permits issued. There was much discussion regarding housing diversity and multi-family design standards, with council directing City staff to research possible design elements that would add visual interest to large multi-family structures.
- 6) **FY2022-2023 Strategic Plan: Gas hedging strategy discussion** – Public Works Director/City Engineer Koester discussed current hedging percentages and global factors that impact costs.
- 7) **Road and infrastructure project updates** – Public Works Director/City Engineer Koester provided an update on various projects under construction.
- 8) **Code enforcement discussion** – The council discussed whether or not to investigate a possible code violation without a current, actionable complaint.

F. Council Liaison Reports

G. Comments

Council Member Bottenberg moved to adjourn; seconded by Council Member Lyon. Ayes: All. Nays: None. Motion carried 4 – 0.

Meeting Adjourned at 8:40 p.m.

Courtney Clarke, Mayor

Attest:

Rebecca D. Schuett, City Clerk