



AGENDA
REGULAR MEETING OF THE
WINDSOR HEIGHTS CITY COUNCIL
Monday, August 3, 2020 - 6:00 PM
VIA ZOOM

Meeting ID: 882 5126 3290|Passcode: 084772|Phone: 312 626 6799

Notice to the Public: If you would like the supporting documents and information, please call City Hall by noon the day of the meeting. Copies of City Council Agendas are free to the public. In consideration of all, if you have a cell phone, please turn it off or put it on silent ring. The use of obscene and vulgar language, hate speech, racial slurs, slanderous comments, and any other disruptive behavior during the Council meeting will not be tolerated and the offender may be barred by the presiding officer from further comment before the Council during the meeting and/or removed from the meeting.

1. **Call to Order/Roll Call/Pledge of Allegiance**
2. **Approval of the Agenda**
3. **Public Forum:** This is time set aside for comments from the public on topics of City business other than those listed on the agenda. No action may be taken. Please come to the podium, state your name and address for the record and keep your comments to no more than 5 minutes.
4. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.
 - A. Approve Minutes of the Regular Council Meeting on July 20, 2020
 - B. Approve Payment of Claims
5. **Old Business**
 - A. Consideration of Resolution No. 2020-96 - A Resolution Setting a Public Hearing on Ordinance No. 20-07 - An Ordinance Amending the Code of Ordinances for the City of Windsor Heights, Iowa, by Amending City Code 174.08 to Further Define Surfaces Allowed for Parking on Private Property and to add Parking Prohibitions for Vehicles Parked on Private Property for the Purpose of Sale
 - B. Consideration of the Second Reading of Ordinance No. 20-06 - An Ordinance Amending City Code 60.10.07 to Remove Subsection 21 Related to Unimproved Surfaces and Removing Private Property Language from Subsection 22
 - C. Consider Waiving the Third and Final Reading of Ordinance No. 20-06 - An Ordinance Amending City Code 60.10.07 to Remove Subsection 21 Related to Unimproved Surfaces and Removing Private Property Language from Subsection 22 and Move to Adopt Ordinance No. 20-06
6. **New Business:**
 - A. Consideration of Pay Request No. 3 - University Avenue Project

The agenda was posted on the official bulletin boards, posted to www.windsorheights.org, and city social media platforms in compliance with the requirements of city ordinances the open meetings law.

- B. Consideration of Resolution No. 2020-97 - A Resolution Approving Small Business Recovery Grants
- C. Consideration of Resolution No. 2020-98 - A Resolution to Receive and File the 2020 Windsor Heights Urban Forestry Management Plan and Discussion on EAB Assistance on Private Property
- D. Consideration of Resolution No. 2020-99 - A Resolution Allowing the Temporary Policy for Community Center Rental Reimbursements Due to the Public Health Threat of the COVID-19 Pandemic
- E. Consideration of Resolution No. 2020-100 - A Resolution Supporting the Use of Face Masks During the COVID-19 Pandemic

7. **Reports:**

- A. Mayor and Council Reports and Committee Updates
- B. Interim City Administrator Report

8. **Adjourn**

The agenda was posted on the official bulletin boards, posted to www.windsorheights.org, and city social media platforms in compliance with the requirements of city ordinances the open meetings law.

City of Windsor Heights Regular Business Meeting Minutes
Monday, July 20, 2020 – 6:00 P.M. via ZOOM

1. **Call to Order:** Mayor Burgess called the meeting to order via Zoom at 6:02 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: Interim Administrator Mark Arentsen, City Clerk Travis Cooke, Public Safety Director Chad McCluskey, Public Works Director Dalton Jacobus, Communications/Recreation Coordinator Whitney Tucker, City Engineer Justin Ernst, and City Attorneys Matt Brick and Erin Clanton.
2. **Approval of the Agenda:** Motion by Loffredo to approve the agenda. Seconded by Harms. Motion passed 5-0.
3. **Public Hearings:**
 - A. Public Hearing on Ordinance No. 20-06 - An Ordinance Amending City Code 60.10.07 to Remove Subsection 21 Related to Unimproved Surfaces and Removing Private Property Language from Subsection 22: Motion by Mike Jones to open the public hearing at 6:03 PM. Seconded by Harms. Motion passed 5-0. Chief McCluskey gave an overview of the ordinance. No public comments written or oral. Motion by Harms to close the public hearing at 6:04 PM. Seconded by Mike Jones. Motion passed 5-0.
 - B. Consideration of the First Reading of Ordinance No. 20-06 - An Ordinance Amending City Code 60.10.07 to Remove Subsection 21 Related to Unimproved Surfaces and Removing Private Property Language from Subsection 22: Motion by Loffredo to approve the first reading of Ordinance No. 20-06. Seconded by Mike Jones. Motion passed 5-0.
 - C. Public Hearing on Ordinance No. 20-07 Amending City Code 174.08 to Further Define Surfaces allowed for Parking on Private Property and to add Parking Prohibitions for Vehicles Parked on Private Property for the Purpose of Sale: Motion by Mike Jones to open the public hearing at 6:05 PM. Seconded by Harms. Motion passed 5-0. Council reported various concerns regarding the ordinance from the public. No public comments written or oral. Council came to the consensus to table any further action on the ordinance until it could be further improved. Motion by Mike Jones to close the public hearing at 6:16 PM. Seconded by Harms. Motion passed 5-0.
 - D. Consideration of the First Reading of Ordinance No. 20-07 Amending City Code 174.08 to Further Define Surfaces allowed for Parking on Private Property and to add Parking Prohibitions for Vehicles Parked on Private Property for the Purpose of Sale: Motion by Harms to table the first reading of Ordinance No. 20-07. Seconded by Loffredo. Motion passed 5-0.
4. **Public Forum:** Darren Skeries, 1441 64th St. spoke in opposition to paying the remainder of the fees from Key Elements Consulting. Mr. Skeries also spoke in opposition to the Interim City Administrator's response to the concerns brought up by council related to the salary study.

5. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.

- A. Approve Minutes of the Regular Council Meeting on July 6, 2020
- B. Approve Minutes of the Special Council Meeting on June 22, 2020
- C. Approve Minutes of the Special Council Meeting on July 1, 2020
- D. Approve Minutes of the Special Council Meeting on July 2, 2020
- E. Approve Minutes of the Special Council Meeting on July 11, 2020
- F. Approve Minutes of the Special Council Meeting on July 15, 2020
- G. Approve Payment of Claims

Motion by Skeries to approve the consent agenda removing item 5G for separate consideration due to the Key Elements Consulting payment. Seconded by Harms. Motion passed 4-1. Loffredo voting nay. Motion by Harms to approve item 5G exempting payment to Key Elements Consulting for the remainder of the wage study. Seconded by Skeries. Motion passed 4-1. Loffredo abstaining.

6. **Old Business:**

- A. Consideration of the Second Reading of Ordinance No. 20-05 - Adding Chapter 30.11 - Unbiased Policing Policy to the Windsor Heights Code of Ordinances: Motion by Harms to approve the second reading of Ordinance No. 20-05. Seconded by Loffredo. Motion passed 5-0.
- B. Consider Waiving the Third and Final Reading of Ordinance No. 20-05 - Adding Chapter 30.11 - Unbiased Policing Policy to the Windsor Heights Code of Ordinances and Move to Adopt Ordinance No. 20-05: Motion by Mike Jones to waive the third and final reading and move to adopt Ordinance No. 20-05. Seconded by Joseph Jones. Motion passed 5-0.

7. **New Business:**

- A. Consideration of Resolution No. 2020-95 - City Administrator Contract: Motion by Harms to approve Resolution No. 2020-95. Seconded by Mike Jones. Motion passed 5-0.
- B. Consideration of Pay Request No. 3 - 2020 College Drive Improvements: Motion by Harms to approve Pay Request No. 3. Seconded by Mike Jones. Motion passed 5-0.
- C. Consideration of Pay Request No. 3 - 2020 Streets Improvements: Motion by Joseph Jones to approve Pay Request No. 3. Seconded by Harms. Motion passed 5-0.
- D. Consideration of Pay Request No. 1 - Walnut Creek Bank Stabilization Project: Motion by Harms to approve Pay Request No. 1. Seconded by Joseph Jones. Motion passed 5-0.
- E. Consideration of Resolution No. 2020- 92 - A Resolution Closing CEC due to Covid-19: Motion by Harms to approve Resolution No. 2020-92. Seconded by Mike Jones. Council came to the consensus to close the CEC but leave the dog park and Colby Park facilities open. Harms withdrew her motion. Motion by Mike Jones to approve Resolution No. 2020-92 amending the resolution to keep the dog park and Colby Park

facilities open. Seconded by Joseph Jones. Motion passed 4-1. Harms voting nay.

- F. Consideration of Resolution No. 2020-93 - A Resolution Waiving Fees for the Pavilion for the Heartland Youth Choir on October 25th 2020: Motion by Harms to approve Resolution No. 2020-93. Seconded by Joseph Jones. Motion passed 5-0.
- G. Resolution No. 2020-94 - A Resolution Allowing Refunds for Community Center Rentals Due to Covid-19 Concerns: Motion by Mike Loffredo to approve resolution 2020-94 amending the resolution to extend refund requests to December 31, 2020. Seconded by Harms. Motion passed 5-0.

8. **Reports:**

- A. Mayor and Council Reports and Committee Updates: Loffredo: police accomplishments in public safety report; public works accomplishments in public works report; congratulations to PW staff for getting grants for trees and an MWA grant for a concrete pad for the cardboard recycling container. Mike Jones: clarified the location of the cardboard container for the public. Harms: compliments to the contractor who did the Walnut Creek Bank Stabilization project; meeting with the MWA and reported that the MRF facility is on track.
- B. Interim City Administrator Report: Received eight applications for the city's small business grant program to date.
- C. Public Safety Report: Chief McCluskey will be presenting special recognition awards to police and fire including a Meritorious Service award and a Life Saving Award to Officer Johnson when in person meetings resume.
- D. Public Works Report: Given.
- E. Communications/Recreation Coordinator Report: Given.

9. **Closed Session** Closed Session pursuant to Iowa Code Section 21.5 (1)(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the government body in that litigation.

- A. Convene into Closed Session: Motion by Harms to convene into closed session at 6:47 PM. Seconded by Loffredo. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.
- B. Convene into Open Session: Motion by Joseph Jones to convene into open session at 6:58 PM. Seconded by Loffredo. Motion passed 5-0.

10. **Closed Session** Closed Session pursuant to Iowa Code Section 21.5 (1)(j) To discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property.

- A. Convene into Closed Session: Motion by Mike Jones to convene into closed session at 6:59 PM. Seconded by Harms. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.
- B. Convene into Open Session: Motion by Mike Jones to convene into open session at 7:10 PM. Seconded by Joseph Jones. Motion passed 5-0.

- C. Discussion and Possible Action on Sale of Land: Motion by Joseph Jones to approve an agreement to sell city land adjacent to parcels owned by Windsor Heights Presbyterian church to Casey's. Seconded by Harms. Motion passed 5-0.
11. **Adjourn** Exempt Session: There will be an exempt session pursuant to Iowa Code Chapter 20.17 following the Regular Council Meeting: Motion by Harms to adjourn the meeting at 7:11 PM. Seconded by Joseph Jones. Motion passed 5-0.



STAFF REPORT
CITY COUNCIL
August 3, 2020

TO: CITY COUNCIL
FROM:
SUBJECT: Approve Payment of Claims

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. CLAIMS REPORT 8-3-20

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ABSOLUTE CONCRTE CONSTRUCTION	PAY REQUEST #3 COLLEGE DRIVE		341,371.93	50982	7/22/20
ADORAMA	LASER TRAJECTORY FINDER KIT		750.00	50992	7/31/20
AFLAC WORLD WIDE HEADQUARTERS	AFLAC DIS-POSTX		801.74	50986	7/22/20
AMERITAS LIFE INS. CORP.	VISION INS	280.00		50984	7/22/20
AMERITAS LIFE INS. CORP.	DENTAL INS	2,958.64	3,238.64	50993	7/31/20
ARACELI VILLANUEVA	CEC REFUND		525.00	50994	7/31/20
ARNOLD MOTOR SUPPLY	RUBBER WORK GLOVES		59.07	50995	7/31/20
ASHLEY RICE-TETLEY	CEC REFUND		1,300.00	50996	7/31/20
AMERICAN TRAFFIC SOLUTIONS	PAID CITATIONS		1,014.00	50997	7/31/20
AUREON IT	MANAGED SERVICES		744.00	50998	7/31/20
BOLTON & MENK	2020 STREETS		9,293.00	50999	7/31/20
BOOT BARN INC	CLOTHING ALLOWANCE		54.88	51000	7/31/20
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES		721.94	51001	7/31/20
CENTURY LINK	TELEPHONE		217.27	51002	7/31/20
CITY OF DES MOINES	FY21 HOMELAND SECURITY 28E		6,440.41	51003	7/31/20
CITY OF URBANDALE	TOWER REPAIR		78.05	51004	7/31/20
CORELL RECYCLING	ASPHALT RECYCLING		29.84	51005	7/31/20
DAVE'S DOZING	PAY REQUEST #1	72,200.00		50983	7/22/20
DAVE'S DOZING	BID BOND REFUND	7,670.00	79,870.00	51006	7/31/20
DAVID ALSIN	CEC REFUND		268.75	51007	7/31/20
DENNIS DURHAM	ADMINISTRATOR SEARCH EXPENSES		859.44	51008	7/31/20
DES MOINES REGISTER	NEWSPAPER		56.00	51009	7/31/20
DUMERMUTH, JARED	TUITION REIMBURSEMENT		1,350.00	51010	7/31/20
EARL MAY SEED & NURSERY	PEAT MOSS		109.90	51011	7/31/20
ELDER CORPORATION	CONTRACTOR PAY REQUEST #3		518,521.61	51012	7/31/20
ELIZABETH KLUESNER	CEC REFUND Duplicate - Voided		225.00	51013	7/31/20
ELIZABETH KLUESNER	CEC REFUND		225.00	50987	7/24/20
FEDERAL TAX DEPOSIT	FED/FICA TAX	19,612.03		2432	7/22/20
FEDERAL TAX DEPOSIT	FED/FICA TAX	295.70	19,907.73	2435	7/24/20
AT&T MOBILITY	CELL PHONES		98.81	51014	7/31/20
GALL'S INC.	CLOTHING ALLOWANCE		593.63	51015	7/31/20
GLASS DOCTOR-UR	WINDOW REPLACEMENT		233.71	51016	7/31/20
GREATER D.M. PARTNERSHIP	YEAR 3 OF 5 INVESTOR COMMITMEN		1,000.00	51017	7/31/20
HALLIE BECKFIELD	CEC REFUND		1,590.00	51018	7/31/20
HOME DEPOT CREDIT SERVICES	SUPPLIES		32.16	51019	7/31/20
ICMA RETIREMENT TRUST	ICMA	755.57		2430	7/22/20
ICMA RETIREMENT TRUST	CITY CONTRIBUTION	888.55	1,644.12	2438	7/29/20
IMWCA	WORK COMP 2 OF 7		7,863.00	51020	7/31/20
IOWA DES MOINES SUPPLY	SUPPLIES		207.78	51021	7/31/20
IOWA ONE CALL	ONE CALL		114.30	51022	7/31/20
IOWA PRISON INDUSTRIES	PICNIC TABLE-REIMBURSED BY WHF		709.00	51023	7/31/20
IPERS	PROTECT IPERS		26,988.73	2429	7/22/20
IRLBECK, MICHAEL	ALLOWANCE		122.53	51024	7/31/20
JAMIE SMITH	OMNI EMS BILLING REFUND		20.00	51025	7/31/20
JOE MEYERS	CEC REFUND		288.75	51026	7/31/20
KABEL BUSINESS SERVICES	FLEX CLD BENEFIT		1,019.99	2433	7/22/20
KELTEK INCORPORATED	E551 SCENE LIGHTS REPAIR		465.00	51027	7/31/20
KEY ELEMENTS	WAGE STUDY		2,230.00	51028	7/31/20
LEAF	COPIER LEASE		227.66	51029	7/31/20
LOCAL GOVERNMENT CONSULTING	WEEK OF 7/12/20 ADMINISTRATOR		6,300.00	51030	7/31/20
LOGAN CONTRACTORS SUPPLY	CONCRETE PAD-RECYCLING CONT		79.59	51031	7/31/20
LOUNSBURY LANDSCAPING	RECYCLING CONTAINER PAD		95.00	51032	7/31/20
LOWE'S	FORM BOARDS-RECYCLING CONTAIN		60.40	51033	7/31/20
MEGAN DUFFY	ADMINISTRATOR SEARCH EXPENSES		386.47	51034	7/31/20

CLAIMS REPORT
Vendor Checks: 7/18/2020- 7/31/2020

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MIDAMERICAN ENERGY	801 73RD ST	25.05		2436	7/31/20
MIDAMERICAN ENERGY	6900 SCHOOL ST	18.38		2450	7/31/20
MIDAMERICAN ENERGY	6900 SCHOOL ST CEC	1,223.76		2451	7/31/20
MIDAMERICAN ENERGY	6900 SCHOOL ST STAGE	63.14		2452	7/31/20
MIDAMERICAN ENERGY	1145 66TH ST	304.36		2453	7/31/20
MIDAMERICAN ENERGY	1133 66TH ST	1,123.87		2454	7/31/20
MIDAMERICAN ENERGY	6800 SCHOOL ST	285.30		2455	7/31/20
MIDAMERICAN ENERGY	6800 SCHOOL ST	18.85		2456	7/31/20
MIDAMERICAN ENERGY	7116 UNIV AVE	23.63		2457	7/31/20
MIDAMERICAN ENERGY	6300 UNIV AVE	26.73		2458	7/31/20
MIDAMERICAN ENERGY	7001 UNIV AVE	21.82		2459	7/31/20
MIDAMERICAN ENERGY	STREET LIGHTING	3,372.65		2460	7/31/20
MIDAMERICAN ENERGY	2227 63RD ST	25.36		2461	7/31/20
MIDAMERICAN ENERGY	6440 HICKMAN RD	63.25		2462	7/31/20
MIDAMERICAN ENERGY	6410 HICKMAN RD	25.11		2463	7/31/20
MIDAMERICAN ENERGY	6739 UNIV AVE	97.69		2464	7/31/20
MIDAMERICAN ENERGY	6540 UNIV AVE	98.87		2465	7/31/20
MIDAMERICAN ENERGY	7290 UNIV AVE	25.24		2466	7/31/20
MIDAMERICAN ENERGY	1601 73RD ST	13.68		2467	7/31/20
MIDAMERICAN ENERGY	1140 73RD ST	21.64		2468	7/31/20
MIDAMERICAN ENERGY	1150 66TH ST	20.65		2469	7/31/20
MIDAMERICAN ENERGY	951 73RD ST	17.48	6,916.51	2470	7/31/20
MUNICIPAL COLLECTIONS-AM	COLLECTIONS		108.35	51035	7/31/20
MURPHY TRACTOR & EQUIP. CO.	SKID LOADER FILTERS		75.81	51036	7/31/20
NAPA AUTO PARTS	WINDSHIELD WASHER FLUID		45.93	51037	7/31/20
NATIONAL FLEET TESTING	GROUND LADDER INSPECTION		190.00	51038	7/31/20
NATIONWIDE OFFICE CLEANERS	PS OFFICE CLEANING		849.50	51039	7/31/20
NORRIS, CHAD	ALLOWANCE		44.95	51040	7/31/20
PLEASURE ALLEN	CEC REFUND		800.00	50988	7/24/20
PDLK COUNTY PUBLIC WORKS	WALNUT CREEK WMA MEMBERSHIP FE		1,100.00	51041	7/31/20
PURCHASE POWER	POSTAGE		208.99	51042	7/31/20
QUEEN OF CLEAN, LLC	JULY CITY HALL CLEANING		435.00	51043	7/31/20
RACOM CORPORATION	EDACS ACCESS		1,270.41	51044	7/31/20
DES MOINES REGISTER	PUBLICATIONS		1,260.23	51045	7/31/20
RODGER KINDOR	CEC REFUND		537.50	51046	7/31/20
SAFE BUILDING COMPLIANCE	BUILDING INSPECTIONS		173.00	51047	7/31/20
SAM'S CLUB DIRECT	SUPPLIES		105.35	51048	7/31/20
SAMANTHA ASKLAND	CEC REFUND		350.00	51049	7/31/20
STANDARD INSURANCE COMPANY	LIFE INS		998.80	51050	7/31/20
STEVE DEVENNEY	CEC REFUND		170.00	51051	7/31/20
STEW HANSEN'S DODGE CITY INC.	2020 DODGE DURANGO POLICE		25,004.00	50989	7/24/20
STIVERS FORD	'13 FORD EXPLORER		374.77	51052	7/31/20
Strauss Security Solutions	CEC REPAIRS		741.00	51053	7/31/20
TELECOM SERVICES OF IOWA	PHONE SYSTEM		82.00	51054	7/31/20
TERRY GRANT	CEC REFUND		350.00	51055	7/31/20
TREASURER STATE OF IOWA	STATE TAXES	7,173.00		2431	7/22/20
TREASURER STATE OF IOWA	STATE TAX	59.00	7,232.00	2434	7/24/20
UAW LOCAL 270	CEC REFUND		100.00	51056	7/31/20
UNIVERSITY WEST PET CLINIC	EMBER TREATMENT		96.62	51057	7/31/20
VAL THOMPSON	CEC REFUND		100.00	50990	7/24/20
VERIZON WIRELESS	CELL PHONES		535.44	2471	7/31/20
WAL-MART COMMUNITY	CLOTHING ALLOWANCE		244.76	51058	7/31/20
WELLMARK	HEALTH PREMIUM		33,252.94	2437	7/31/20
WEST SIDE MECHANICS	A553 REPAIRS		1,430.70	51059	7/31/20

CLAIMS REPORT
 Vendor Checks: 7/18/2020- 7/31/2020

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
WOODS, AMANDA	CLOTHING ALLOWANCE		389.13	51060	7/31/20
ZEARE RENFRO	CEC REFUND		1,087.50	50991	7/24/20
ZIMCO SUPPLY CO	PARK HERBICIDE		297.50	51061	7/31/20
ZWC CONDOMINIUM ASSOC	PEST CONTROL/INSURANCE		904.36	51062	7/31/20
	Accounts Payable Total		1,128,266.88		
			1,128,041.88		
Payroll Checks					
	001 GENERAL		50,426.01		
	110 ROAD USE TAX		6,217.91		
	610 SEWER		444.98		
	740 STORM WATER		726.13		
	Total Paid On: 7/24/20		57,815.03		
	Total Payroll Paid		57,815.03		
	Report Total		1,186,081.91		
			1,185,856.91		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
001	GENERAL	145,687.54 145,462.54
110	ROAD USE TAX	17,621.97
112	EMPLOYEE BENEFITS	44,742.69
314	UNIVERSITY AVE ST PROJECT	518,521.61
319	2020 STREET PROJECTS	350,664.93
321	WAL CREEK STREAM PROJECT	79,870.00
350	CAPITAL EQUIPMENT FUND	25,004.00
610	SEWER	1,071.32
740	STORM WATER	2,897.85

	TOTAL FUNDS	1,186,081.91 1,185,856.91



STAFF REPORT
CITY COUNCIL
August 3, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Consideration of Resolution No. 2020-96 - A Resolution Setting a Public Hearing on Ordinance No. 20-07 - An Ordinance Amending the Code of Ordinances for the City of Windsor Heights, Iowa, by Amending City Code 174.08 to Further Define Surfaces Allowed for Parking on Private Property and to add Parking Prohibitions for Vehicles Parked on Private Property for the Purpose of Sale

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Resolution No. 2020-96- Ordinance No. 20-06 Amending Chapter 174.08 defining surfaces allowed for parking on private property
2. 2020 08 03 Council Action Form for amendment to 174.08 setting public hearing
3. Ordinance No. 20-07 Amending City Code Chapter 174.08 to Further Define Surfaces Allowed for Parking

RESOLUTION NO. 2020-96

A RESOLUTION SETTING TIME AND PLACE FOR A PUBLIC HEARING FOR ORDINANCE NO. 2020-07 - AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF WINDSOR HEIGHTS, IOWA, BY AMENDING CITY CODE 174.08 TO FURTHER DEFINE SURFACES ALLOWED FOR PARKING ON PRIVATE PROPERTY AND TO ADD PARKING PROHIBITIONS FOR VEHICLES PARKED ON PRIVATE PROPERTY FOR THE PURPOSE OF SALE

WHEREAS, the City Council of the City of Windsor Heights is considering Ordinance No. 20-07 amending Chapter 174.08 of the Windsor Heights Code of Ordinances to further define surfaces allowed for parking on private property and to add parking prohibition for vehicles parked on private property for the purpose of sale; and

WHEREAS, The Code of Iowa required cities to hold a public hearing on proposed ordinances; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Windsor Heights, Iowa, as follows:

Section 1. This Council will meet Via Zoom, Windsor Heights, Iowa, on the 17th day of August, 2020, at 6:00 p.m. at which time and place it will hold a public hearing on the proposed Ordinance No. 20-07 amending Chapter 174.08 of the Windsor Heights Code of Ordinances to further define surfaces allowed for parking on private property and to add parking prohibition for vehicles parked on private property for the purpose of sale.

Section 2. The City Clerk shall post notice of said hearing, which posting shall be at the three public places in the City which have been permanently designated by ordinance, website and social media platforms, and published in the Des Moines Register

Passed and approved this 3rd day of August, 2020.

- Dave Burgess, Mayor

ATTEST:

Travis Cooke, City Clerk

COUNCIL ACTION FORM

AGENDA ITEM: CONSIDER SETTING PUBLIC HEARING FOR AMENDMENT TO CITY CODE 174.08 TO FURTHER DEFINE SURFACES ALLOWED FOR PARKING ON PRIVATE PROPERTY AND TO ADD PARKING PROHIBITIONS FOR VEHICLES PARKED ON PRIVATE PROPERTY FOR THE PURPOSE OF SALE.

HISTORY:

Recently, while fielding questions related to parking on private property, Chief McCluskey found some ambiguity in City Code 174.08 regarding parking regulations. The current language of the Code leaves some vagueness concerning what constitutes an allowable parking surface, especially concerning the use of gravel, the use of paving stones, or the use of bricks, for example.

City Code 174.08 addresses parking for personal and recreational vehicles on private property, and 174.08 contains language referring to “a paved surface connected by a paved surface to a dedicated public right-of-way and/or alley.” This wording is found in 174.08(2)(C)(1) and is directed at parking in the rear yard setback of a residence.

In an effort to clarify the Code and foster consistency in various sections of Code, Chief McCluskey recommends an amendment to 174.08 further defining allowable surfaces for parking, and moving wording related to parking vehicles on private property for the purpose of sale from 60.10.07 to 174.08 to align with other private property parking regulations.

Violations related to parking on private property should be handled through the nuisance abatement process versus being included in Chapter 60.10, which outlines parking violations for which police officers may issue municipal citations. Police officers cannot legally enforce parking violations on private property, thus adding confusion with the current wording in 60.10.07.

The recommended changes are redlined below:

174.08 PARKING FOR PERSONAL AND RECREATIONAL VEHICLES.

1. Applicability. This section permits the parking of personal vehicles on a single lot in a residential district subject to specific conditions. Personal vehicles include: passenger cars; vans; pickup trucks, camper shells, toppers, and other similar appurtenances intended for attachment to a personal vehicle; trailers under 20 feet in length; and boats. Trucks, tractor cab units, trailers, recreational vehicles, and vehicles over 2.5 tons gross empty weight shall be defined as heavy commercial vehicles.

2. Location of Parking

- A. Parking is permitted within any enclosed structure when such structure conforms to the regulations of its zoning district.
 - B. Parking of personal vehicles is permitted on a paved driveway (outside of an enclosed structure) within the front yard setback, but shall in no case encroach upon the public right-of-way.
 - C. Parking of personal vehicles may occur in the rear yard setback (outside of an enclosed structure and not on the front yard paved driveway) if ~~the Zoning Administrator determines that~~ such parking ~~conforms to the provisions of this Zoning Code,~~ meets the following conditions:
 1. The parking space is provided on a ~~paved~~ surface consisting of asphalt, concrete, brick, or paving stones made of one of the aforementioned substances. Parking is prohibited on gravel, regrid, crushed concrete/asphalt, sand, dirt, grass or other surfaces not mentioned in this section ~~connected by a paved surface to a dedicated public right-of-way and/or alley.~~
 2. The ~~paved~~ parking surface does not exceed the maximum impervious coverage limit for the lot.
 3. Any vehicle weighing two thousand (2000) pounds or more shall only be parked on a surface which is, at a minimum, as large as the vehicle parked upon the surface.
 - D. Heavy commercial vehicles, including tractor cab units weighing more than 2.5 tons gross empty weight, and recreational vehicles shall not be parked on any lot within the RI, R2, R3, R4 and MH residential zoning districts, except as provided below.
 - E. In areas not zoned for commercial use, parking of vehicles on private property for the purpose of sale of such vehicle is prohibited.
3. Special Provisions for Recreational Vehicles and Boats. Parking and storage of recreational vehicles and boats within residential districts is subject to the following additional conditions. These conditions are in addition to those requirements for the parking of Personal Vehicles.
 - A. Recreational vehicles and boats must be maintained in a clean, well-kept state.

- B. Recreational vehicles and boats equipped with liquefied petroleum gas containers must ensure that such containers must meet the current standards of the Interstate Commerce Commission, the United States Department of Transportation, or the American Society of Mechanical Engineers. Any valves must be closed at all times that the vehicle is not in preparation for immediate use. Leaks in containers must be repaired immediately.
- C. Recreational vehicles may be used as temporary housing by non-paying guests for a maximum of three consecutive days or 14 days total during any calendar year. Cooking in the recreational vehicle is prohibited at all times.
- D. Recreational vehicles and boats may not be permanently connected to utility lines.
- E. Recreational vehicles and boats may not be used for the storage of goods, materials, or equipment other than those items which pertain to the use of the vehicle.
- F. If at all physically feasible on a lot, recreational vehicles and boats shall be parked outside of required front yard and street side yard setbacks ~~if the Zoning Administrator determines that such parking conforms to the provisions of this Zoning Code~~ and if such parking shall meet the following conditions:
 - 1. For all boats equal to or exceeding 16 feet in length, the parking space is provided on a ~~paved~~ surface consisting of asphalt, concrete, brick, or paving stones made of one of the aforementioned substances. Parking is prohibited on gravel, regrind, crushed concrete/asphalt, sand, dirt, grass or other surfaces not mentioned in this section. ~~connected by a paved surface to a dedicated public right-of-way and/or alley.~~
 - 2. For all boats less than 16 feet in length, the parking space provided is a separate or stand-alone ~~paved~~ surface meeting the requirements of section 1 above, with its width equal to or exceeding the width of the boat and with its length equal to or exceeding the length of the boat.
 - 3. For all other recreational vehicles, the parking space is provided on a ~~paved~~ surface consisting of asphalt, concrete, brick, or paving stones made of one of the aforementioned substances. Parking is prohibited on gravel, regrind, crushed concrete/asphalt, sand, dirt, grass or other surfaces not mentioned in this section.
 - 4. The ~~paved~~ parking surface does not exceed the maximum impervious coverage limit for the lot.

5. Any vehicle weighing two thousand (2000) pounds or more shall only be parked on a surface which is, at a minimum, as large as the vehicle parked upon the surface.

G. No more than two recreational vehicles and/or boats may be parked on a single property at any one time. Any recreational vehicle or boat parked on a property must be owned in whole or in part by the resident of the property.

ORDINANCE NO. 20-07

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF WINDSOR HEIGHTS, IOWA, BY AMENDING CITY CODE 174.08 TO FURTHER DEFINE SURFACES ALLOWED FOR PARKING ON PRIVATE PROPERTY AND TO ADD PARKING PROHIBITIONS FOR VEHICLES PARKED ON PRIVATE PROPERTY FOR THE PURPOSE OF SALE

WHEREAS, the City of Windsor Heights seeks to promote the public health, safety, general welfare and aesthetics of the community through consistent, content- neutral and nondiscriminatory code requirements within its city limits; and

WHEREAS, the City Council of the City of Windsor Heights do hereby find and declare that the amendments to Chapter 174.08 are necessary and will promote the aesthetics and general welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDSOR HEIGHTS, POLK COUNTY, IOWA:

SECTION 1. Purpose. The purpose of this ordinance is to amend Chapter 174.08 of the Code of Ordinances for the City of Windsor Heights.

SECTION 2. Chapter 174.08 is hereby amended to read as follows:

174.08 PARKING FOR PERSONAL AND RECREATIONAL VEHICLES

1. Applicability. This section permits the parking of personal vehicles on a single lot in a residential district subject to specific conditions. Personal vehicles include: passenger cars; vans; pickup trucks, camper shells, toppers, and other similar appurtenances intended for attachment to a personal vehicle; trailers under 20 feet in length; and boats. Trucks, tractor cab units, trailers, recreational vehicles, and vehicles over 2.5 tons gross empty weight shall be defined as heavy commercial vehicles.
2. Location of Parking
 - A. Parking is permitted within any enclosed structure when such structure conforms to the regulations of its zoning district.
 - B. Parking of personal vehicles is permitted on a paved driveway (outside of an enclosed structure) within the front yard setback, but shall in no case encroach upon the public right-of-way.
 - C. Parking of personal vehicles may occur in the rear yard setback (outside of an enclosed structure and not on the front yard paved driveway) if such parking meets the following conditions:
 1. The parking space is provided on a surface consisting of asphalt, concrete, brick, or paving stones made of one of the aforementioned

substances. Parking is prohibited on gravel, regrind, crushed concrete/asphalt, sand, dirt, grass or other surfaces not mentioned in this section.

2. The parking surface does not exceed the maximum impervious coverage limit for the lot.
 3. Any vehicle weighing two thousand (2000) pounds or more shall only be parked on a surface which is, at a minimum, as large as the vehicle parked upon the surface.
- D. Heavy commercial vehicles, including tractor cab units weighing more than 2.5 tons gross empty weight, and recreational vehicles shall not be parked on any lot within the RI, R2, R3, R4 and MH residential zoning districts, except as provided below.
 - E. In areas not zoned for commercial use, parking of vehicles on private property for the purpose of sale of such vehicle is prohibited.
3. Special Provisions for Recreational Vehicles and Boats. Parking and storage of recreational vehicles and boats within residential districts is subject to the following additional conditions. These conditions are in addition to those requirements for the parking of Personal Vehicles.
 - A. Recreational vehicles and boats must be maintained in a clean, well-kept state.
 - B. Recreational vehicles and boats equipped with liquefied petroleum gas containers must ensure that such containers must meet the current standards of the Interstate Commerce Commission, the United States Department of Transportation, or the American Society of Mechanical Engineers. Any valves must be closed at all times that the vehicle is not in preparation for immediate use. Leaks in containers must be repaired immediately.
 - C. Recreational vehicles may be used as temporary housing by non-paying guests for a maximum of three consecutive days or 14 days total during any calendar year. Cooking in the recreational vehicle is prohibited at all times.
 - D. Recreational vehicles and boats may not be permanently connected to utility lines.
 - E. Recreational vehicles and boats may not be used for the storage of goods, materials, or equipment other than those items which pertain to the use of the vehicle.

F. If at all physically feasible on a lot, recreational vehicles and boats shall be parked outside of required front yard and street side yard setbacks and such parking shall meet the following conditions:

1. For all boats equal to or exceeding 16 feet in length, the parking space is provided on a surface consisting of asphalt, concrete, brick, or paving stones made of one of the aforementioned substances. Parking is prohibited on gravel, regrind, crushed concrete/asphalt, sand, dirt, grass or other surfaces not mentioned in this section..
2. For all boats less than 16 feet in length, the parking space provided is a separate or stand-alone surface meeting the requirements of section 1 above, with its width equal to or exceeding the width of the boat and with its length equal to or exceeding the length of the boat.
3. For all other recreational vehicles, the parking space is provided on a surface consisting of asphalt, concrete, brick, or paving stones made of one of the aforementioned substances. Parking is prohibited on gravel, regrind, crushed concrete/asphalt, sand, dirt, grass or other surfaces not mentioned in this section.
4. The parking surface does not exceed the maximum impervious coverage limit for the lot.

G. No more than two recreational vehicles and/or boats may be parked on a single property at any one time. Any recreational vehicle or boat parked on a property must be owned in whole or in part by the resident of the property.

SECTION 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. Effective Date. This ordinance shall be effective after the final passage, approval and publication as provided by law.

Passed and Approved this ____ day of _____, 2020.

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Publish Date: _____

Dave Burgess, Mayor

(SEAL)

ATTEST:

Travis Cooke, City Clerk

ORDINANCE NO. 20-06

AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF WINDSOR HEIGHTS, IOWA, BY AMENDING CITY CODE 60.10.07 TO REMOVE SUBSECTION 21 RELATED TO UNIMPROVED SURFACES AND REMOVING PRIVATE PROPERTY LANGUAGE FROM SUBSECTION 22

WHEREAS, the City of Windsor Heights seeks to promote the public health, safety, general welfare and aesthetics of the community through consistent, content- neutral and nondiscriminatory code requirements within its city limits; and

WHEREAS, the City Council of the City of Windsor Heights do hereby find and declare that the amendments to Chapter 60.10.07 are necessary and will promote the safety and general welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDSOR HEIGHTS, POLK COUNTY, IOWA:

SECTION 1. Purpose. The purpose of this ordinance is to amend Chapter 60.10.07 of the Code of Ordinances for the City of Windsor Heights.

SECTION 2. Chapter 60.10.07 is hereby amended to read as follows:

60.10.07 PARKING PROHIBITED

No one shall stop, stand, or park a vehicle except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or traffic control device, in any of the following places:

1. Crosswalk. On a crosswalk.

(Code of Iowa, Sec. 321.358[5])

2. Center Parkway. On the center parkway or dividing area of any divided street.

(Code of Iowa, Sec. 321.236[1])

3. Mailboxes. Within twenty (20) feet on either side of a mailbox which is so placed and so equipped as to permit the depositing of mail from vehicles on the roadway.

(Code of Iowa, Sec. 321.236[1])

4. Sidewalks. On or across a sidewalk.

(Code of Iowa, Sec. 321.358[1])

5. Driveway. In front of, or within three (3) feet of a curb cut of, a public or private driveway.

(Code of Iowa, Sec. 321.358[2])

6. Intersection. Within an intersection or within ten (10) feet of an intersection of any street or alley, or as otherwise marked.

7. Fire Hydrant. Within five (5) feet of a fire hydrant.

(Code of Iowa, Sec. 321.358[4])

8. Stop Sign or Signal. Within ten (10) feet upon the approach to any flashing beacon, stop or yield sign, or traffic control signal located at the side of a roadway.

(Code of Iowa, Sec. 321.358[6])

9. Railroad Crossing. Within fifty (50) feet of the nearest rail of a railroad crossing, except when parked parallel with such rail and not exhibiting a red light.

(Code of Iowa, Sec. 321.358[8])

10. Fire Station. Within twenty (20) feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within seventy-five (75) feet of said entrance when properly sign posted.

(Code of Iowa, Sec. 321.358[9])

11. Excavations. Alongside or opposite any street excavation or obstruction when such stopping, standing or parking would obstruct traffic.

(Code of Iowa, Sec. 321.358[10])

12. Double Parking. On the roadway side of any vehicle stopped or parked at the edge or curb of a street.

(Code of Iowa, Sec. 321.358[11])

13. Hazardous Locations. When, because of restricted visibility or when standing or parked vehicles would constitute a hazard to moving traffic, or when other traffic conditions require, the Council may cause curbs to be painted with a yellow color and erect no parking or standing signs.

(Code of Iowa, Sec. 321.358[13])

14. Churches, Nursing Homes and Other Buildings. A space of fifty (50) feet is hereby reserved at the side of the street in front of any theatre, auditorium, hotel having more than twenty-five (25) sleeping rooms, hospital, nursing home, taxicab stand, bus depot, church, or other building where large assemblages of people are being held, within which space, when clearly marked as such, no motor vehicle shall be left standing, parked or stopped except in taking on or discharging passengers or freight, and then only for such length of time as is necessary for such purpose.

(Code of Iowa, Sec. 321.360)

15. Alleys. No person shall park a vehicle within an alley except for the expeditious loading, unloading, and delivery which is incident to said loading and unloading of material or merchandise or passengers, and in no event shall any vehicle park in any alley for more than forty (40) minutes at any one time.

16. Ramps. In front of a curb cut or ramp which is located on public or private property in a manner which blocks access to the curb cut or ramp.

(Code of Iowa, Sec. 321.358[15])

17. Area Between Lot Line and Curb Line. On any unpaved portion of any street between the curb line and the lot line, except that, on recommendation of the City Administrator, duly approved by resolution of the Council, parking may be permitted at such locations when requested in writing by property owners. Each such location must be properly marked by approved metal signs at the extremities of such location. The expense of such signs shall be borne by the property owner.

18. In More Than One Space. In any designated parking space so that any part of the vehicle occupies more than one such space or protrudes beyond the markings designating such space.

19. Safety Zones. Between a safety zone and the adjacent curb or within ten (10) feet of points on the curb immediately opposite the ends of a safety zone.

(Code of Iowa, Sec. 321.358[7])

20. Off-Street Parking. On privately owned property or in an area developed as an off-street parking facility, without the consent of the owner, lessee, or person in charge of such privately owned property or facility. (A violation of this subsection shall place such vehicle in the status of an illegally parked vehicle and, upon complaint of the owner, lessee, or person in charge of the privately owned property or facility, said vehicle may be dealt with pursuant to the procedures in this Code of Ordinances governing abandoned vehicles.

21. Automotive Sales. In an area not zoned for commercial use, parking on public property incidental to the sale of automobiles, as defined in Section 167.07(2)(A) of this Code of Ordinances, and as prohibited in Section 171.08(2)(G) of this Code of Ordinances.

22. Fire Lanes. Within any No Parking Fire Lane and/or within ten (10) feet of any No Parking Fire Lane traffic control device.

SECTION 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. Effective Date. This ordinance shall be effective after the final passage, approval and publication as provided by law.

Passed and Approved this ____ day of _____, 2020.

1st Reading: _____

2nd Reading: _____

3rd Reading: _____

Publish Date: _____

Dave Burgess, Mayor

(SEAL)

ATTEST:

Travis Cooke, City Clerk



STAFF REPORT
CITY COUNCIL
August 3, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Consideration of Pay Request No. 3 - University Avenue Project

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. University Pay Estimate 3



Real People. Real Solutions.

309 E 5th Street
Suite 202
Des Moines, IA 50309-1981

Ph: (515) 259-9190
Fax: (515) 233-4430
Bolton-Menk.com

July 30, 2020

Mark Arentsen
Interim City Administrator
1145 66th Street, Suite 1
Windsor Heights, Iowa 50324

RE: University Avenue Improvements Project
Windsor Heights, Iowa
Contractor Pay Request No. 3

Enclosed are three (3) copies of Pay Request No. 3 for work completed on the University Avenue Improvements project for work completed through July 24, 2020 under the contract between the City of Windsor Heights and Elder Corp. We have checked the pay request and recommend payment to Elder Corp in the amount of \$518,521.61.

Upon approval of Pay Request No. 3, please sign all copies of Pay Request No. 3 in the space provided. Return one executed copy of the pay estimate to our office and one executed copy of the pay request to Elder Corp with payment.

If you have any questions or comments, please contact me at 515-259-9190.

Sincerely,

Bolton & Menk, Inc.

Justin Ernst, P.E.
Project Manager

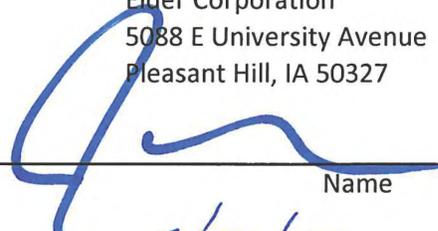
Enclosure

CONTRACTOR'S PAY REQUEST		DISTRIBUTION:
University Avenue		CONTRACTOR (1)
City of Windsor Heights, Iowa		OWNER (1)
Windsor Heights, Iowa		ENGINEER (1)
BMI PROJECT NO.A13.114724		BONDING CO. (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$6,755,374.20
TOTAL, COMPLETED WORK TO DATE		\$951,213.40
RETAINED PERCENTAGE (3%)		\$28,536.40
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$922,676.99
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$404,155.38
PAY CONTRACTOR AS ESTIMATE NO. 3		\$518,521.61

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: Elder Corporation
5088 E University Avenue
Pleasant Hill, IA 50327

By  Name sn Pm Title
Date 7/30/20

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOITON & MENK, INC., 309 E 5th Street, Ste 202, Des Moines, IA 50309

By , PROJECT ENGINEER

Date 7/30/2020

APPROVED FOR PAYMENT:

OWNER:

By _____ Name Title

And _____ Name Title

Partial Pay Estimate No.:

3

University Avenue
 City of Windsor Heights, Iowa
 Windsor Heights, Iowa
 BMI PROJECT NO.A13.114724
 WORK COMPLETED THROUGH DATE JULY 24, 2020

ITEM NO.	SUDAS REF NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE				
				ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT			
1	0	CLEARING AND GRUBBING	\$172.00	29	UNIT	\$4,988.00	0.00	UNIT	\$0.00	0.00	UNIT	\$0.00
2	0	EXCAVATION, CLASS 10, ROADWAY AND BORROW	\$52.00	2949	CY	\$153,348.00	325.10	CY	\$16,905.20	1,047.80	CY	\$54,485.60
3	0	TOPSOIL, FURNISH AND SPREAD	\$37.00	1300	CY	\$48,100.00	40.30	CY	\$1,491.10	40.30	CY	\$1,491.10
4	0	SPECIAL COMPACTION OF SUBGRADE	\$6,100.00	16.22	STA	\$98,942.00	1.36	STA	\$8,296.00	3.31	STA	\$20,191.00
5	0	MODIFIED SUBBASE	\$54.00	2200	CY	\$118,800.00	397.60	CY	\$21,470.40	920.80	CY	\$49,723.20
6	0	SHOULDER FINISHING, EARTH	\$600.00	32.5	STA	\$19,500.00	2.62	STA	\$1,572.00	2.62	STA	\$1,572.00
7	0	PATCHES, FULL-DEPTH REPAIR	\$118.00	4237.3	SY	\$500,001.40	0.00	SY	\$0.00	0.00	SY	\$0.00
8	0	PATCHES BY COUNT (REPAIR)	\$270.00	29	EACH	\$7,830.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
9	0	REMOVAL OF CURB	\$3,200.00	0.9	STA	\$2,880.00	0.00	STA	\$0.00	0.00	STA	\$0.00
10	0	PAVEMENT SCARIFICATION	\$6.50	1873.3	SY	\$12,176.45	0.00	SY	\$0.00	0.00	SY	\$0.00
11	0	STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS 10	\$73.00	11722.2	SY	\$855,720.60	1326.50	SY	\$96,834.50	3,530.60	SY	\$257,733.80
12	0	MEDIAN, P.C. CONCRETE, 6 IN.	\$129.00	13	SY	\$1,677.00	0.00	SY	\$0.00	0.00	SY	\$0.00
13	0	PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES	\$7,900.00	1	LS	\$7,900.00	0.00	LS	\$0.00	0.00	LS	\$0.00
14	0	HOT MIX ASPHALT STANDARD TRAFFIC, SURFACE COURSE, 1/2 IN. MIX, FRICT	\$58.00	1392.2	TON	\$80,747.60	0.00	TON	\$0.00	0.00	TON	\$0.00
15	0	ASPHALT BINDER, PG 64-22S, STANDARD TRAFFIC	\$510.00	84	TON	\$42,840.00	0.00	TON	\$0.00	0.00	TON	\$0.00
16	0	TEMPORARY PAVEMENT	\$90.00	500	SY	\$45,000.00	0.00	SY	\$0.00	0.00	SY	\$0.00
17	0	REMOVAL OF CONCRETE FOOTINGS OF LIGHT POLES	\$214.00	68	EACH	\$14,552.00	1.00	EACH	\$214.00	1.00	EACH	\$214.00
18	0	REMOVAL OF LIGHT POLES	\$720.00	46	EACH	\$33,120.00	2.00	EACH	\$1,440.00	2.00	EACH	\$1,440.00
19	0	MODULAR BLOCK RETAINING WALL	\$84.00	150	SF	\$12,600.00	0.00	SF	\$0.00	0.00	SF	\$0.00
20	0	MANHOLE, STORM SEWER, SW-401, 48 IN	\$2,700.00	10	EACH	\$27,000.00	0.00	EACH	\$0.00	1.00	EACH	\$2,700.00
21	0	MANHOLE, STORM SEWER, SW-401, 60 IN	\$4,200.00	7	EACH	\$29,400.00	0.00	EACH	\$0.00	1.00	EACH	\$4,200.00
22	0	MANHOLE, STORM SEWER, SW-401, 72 IN	\$5,400.00	1	EACH	\$5,400.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
23	0	INTAKE, SW-501	\$2,500.00	3	EACH	\$7,500.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
24	0	INTAKE, SW-503	\$4,000.00	2	EACH	\$8,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
25	0	INTAKE, SW-505	\$3,900.00	16	EACH	\$62,400.00	0.00	EACH	\$0.00	1.00	EACH	\$3,900.00
26	0	INTAKE, SW-506	\$7,800.00	3	EACH	\$23,400.00	0.00	EACH	\$0.00	2.00	EACH	\$15,600.00
27	0	MANHOLE ADJUSTMENT, MINOR	\$1,100.00	57	EACH	\$62,700.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
28	0	MANHOLE ADJUSTMENT, MAJOR	\$3,100.00	7	EACH	\$21,700.00	4.00	EACH	\$12,400.00	5.00	EACH	\$15,500.00
29	0	CONNECTION TO EXISTING MANHOLE	\$1,900.00	2	EACH	\$3,800.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
30	0	CONNECTION TO EXISTING INTAKE	\$1,900.00	1	EACH	\$1,900.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
31	0	SUBDRAIN, PERFORATED PLASTIC PIPE, 4 IN. DIA.	\$16.50	3483	LF	\$57,469.50	0.00	LF	\$0.00	624.00	LF	\$10,296.00
32	0	SUBDRAIN, PERFORATED PLASTIC PIPE, 6 IN. DIA.	\$52.00	38	LF	\$1,976.00	0.00	LF	\$0.00	0.00	LF	\$0.00
33	0	SUBDRAIN, PVC, STANDARD, NON-PERFORATED, 6 IN	\$48.00	17	LF	\$816.00	0.00	LF	\$0.00	32.00	LF	\$1,536.00
34	0	SUBDRAIN RISER, 6 IN., AS PER PLAN	\$670.00	13	EACH	\$8,710.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
35	0	SUBDRAIN OUTLET, DR-303	\$440.00	13	EACH	\$5,720.00	0.00	EACH	\$0.00	2.00	EACH	\$880.00
36	0	STORM SEWER GRAVITY MAIN, TRENCHED, POLYVINYL CHLORIDE PIPE (PVC)	\$45.00	16	LF	\$720.00	0.00	LF	\$0.00	0.00	LF	\$0.00
37	0	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RC)	\$79.00	155	LF	\$12,245.00	0.00	LF	\$0.00	2.00	LF	\$158.00
38	0	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RC)	\$81.00	1003	LF	\$81,243.00	0.00	LF	\$0.00	38.00	LF	\$3,078.00
39	0	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RC)	\$92.00	367	LF	\$33,764.00	0.00	LF	\$0.00	31.00	LF	\$2,852.00
40	0	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RC)	\$78.00	32	LF	\$2,496.00	0.00	LF	\$0.00	0.00	LF	\$0.00
41	0	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RC)	\$87.00	330	LF	\$28,710.00	0.00	LF	\$0.00	32.00	LF	\$2,784.00
42	0	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RC)	\$119.00	334	LF	\$39,746.00	0.00	LF	\$0.00	0.00	LF	\$0.00
43	0	REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	\$29.00	1714	LF	\$49,706.00	0.00	LF	\$0.00	263.00	LF	\$7,627.00
44	0	STORM, SEWER ABANDONMENT, FILL AND PLUG, LESS THAN OR EQUAL TO 36 IN.	\$26.50	403	LF	\$10,679.50	0.00	LF	\$0.00	0.00	LF	\$0.00

Partial Pay Estimate No.:

3

University Avenue
 City of Windsor Heights, Iowa
 Windsor Heights, Iowa
 BMI PROJECT NO. A13.114724
 WORK COMPLETED THROUGH DATE JULY 24, 2020

ITEM NO.	SUDAS REF NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE				
				ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT			
45	0	EROSION OF STONE	\$83.00	6	TON	\$498.00	0.00	TON	\$0.00	0.00	TON	\$0.00
46	0	REMOVAL OF PAVEMENT	\$10.75	14151	SY	\$152,123.25	5330.00	SY	\$57,297.50	6,269.50	SY	\$67,397.13
47	0	REMOVAL OF INTAKES AND UTILITY ACCESSSES	\$920.00	44	EACH	\$40,480.00	0.00	EACH	\$0.00	5.00	EACH	\$4,600.00
48	0	REMOVAL OF SIDEWALK	\$8.00	3201.3	SY	\$25,610.40	194.00	SY	\$1,552.00	301.30	SY	\$2,410.40
49	0	SIDEWALK, P.C. CONCRETE, 4 IN	\$45.00	1543.7	SY	\$69,466.50	66.00	SY	\$2,970.00	66.00	SY	\$2,970.00
50	0	SIDEWALK, P.C. CONCRETE, 6 IN	\$43.00	386.3	SY	\$16,610.90	28.00	SY	\$1,204.00	28.00	SY	\$1,204.00
51	0	SIDEWALK, REINFORCED P.C. CONCRETE, 6 IN	\$64.00	38	SY	\$2,432.00	0.00	SY	\$0.00	0.00	SY	\$0.00
52	0	DETECTABLE WARNINGS	\$86.00	855	SF	\$73,530.00	0.00	SF	\$0.00	0.00	SF	\$0.00
53	0	CURB AND GUTTER, P.C. CONCRETE, 2.0 FT	\$36.00	4621.4	LF	\$166,370.40	0.00	LF	\$0.00	0.00	LF	\$0.00
54	0	DRIVEWAY, P.C. CONCRETE, 6 IN	\$25.50	743.7	SY	\$18,964.35	0.00	SY	\$0.00	0.00	SY	\$0.00
55	0	REMOVAL OF PAVED DRIVEWAY	\$18.50	530.3	SY	\$9,810.55	0.00	SY	\$0.00	0.00	SY	\$0.00
56	0	LIGHTING POLES	\$7,900.00	36	EACH	\$284,400.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
57	0	REMOVE AND REINSTALL SIGN AS PER PLAN	\$158.00	27	EACH	\$4,266.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
58	0	REMOVAL OF TYPE A SIGN ASSEMBLY	\$105.00	33	EACH	\$3,465.00	1.00	EACH	\$105.00	1.00	EACH	\$105.00
59	0	PERFORATED SQUARE STEEL TUBE POSTS	\$16.00	260	LF	\$4,160.00	0.00	LF	\$0.00	0.00	LF	\$0.00
60	0	PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAK-AWAY SOIL INSTAL	\$53.00	26	EACH	\$1,378.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
61	0	TYPE A SIGNS, SHEET ALUMINUM	\$10.50	198	SF	\$2,079.00	0.00	SF	\$0.00	0.00	SF	\$0.00
62	0	TRAFFIC SIGNALIZATION	\$505,000.00	1	LS	\$505,000.00	0.01	LS	\$5,555.00	0.01	LS	\$5,555.00
63	0	PAINTED PAVEMENT MARKINGS, DURABLE	\$142.00	236.3	STA	\$33,554.60	26.90	STA	\$3,819.80	26.90	STA	\$3,819.80
64	0	PAINTED SYMBOLS AND LEGENDS, DURABLE	\$147.00	58	EACH	\$8,526.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
65	0	TRAFFIC CONTROL	\$27,268.00	1	LS	\$27,268.00	0.30	LS	\$7,388.40	0.40	LS	\$10,907.20
66	0	TEMPORARY LANE SEPARATOR SYSTEM	\$10.50	3895	LF	\$40,897.50	520.00	LF	\$5,460.00	520.00	LF	\$5,460.00
67	0	PORTABLE DYNAMIC MESSAGE SIGN (PDMS)	\$84.00	200	CDAY	\$16,800.00	39.00	CDAY	\$3,276.00	75.00	CDAY	\$6,300.00
68	0	MOBILIZATION	\$688,588.15	1	LS	\$688,588.15	0.20	LS	\$137,717.63	0.50	LS	\$344,294.08
69	0	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	\$35.00	300	CY	\$10,500.00	0.00	CY	\$0.00	0.00	CY	\$0.00
70	0	WATER SERVICE CURB STOP AND BOX, WATER SERVICE CURB STOP AND BOX	\$2,800.00	20	EACH	\$56,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
71	0	VALVE BOX EXTENSION OR ADJUSTMENT	\$480.00	40	EACH	\$19,200.00	0.00	EACH	\$0.00	1.00	EACH	\$480.00
72	0	('CUBIC YARDS' ITEM) ENGINEERED SOIL MIX (BIOCELLS)	\$70.00	25	CY	\$1,750.00	0.00	CY	\$0.00	0.00	CY	\$0.00
73	0	('CUBIC YARDS' ITEM) STRUCTURAL SOIL MIX	\$260.00	315	CY	\$81,900.00	0.00	CY	\$0.00	0.00	CY	\$0.00
74	0	('CUBIC YARDS' ITEM) TOPSOIL COMPOST AMENDED (PLANTING BEDS)	\$61.00	500	CY	\$30,500.00	0.00	CY	\$0.00	0.00	CY	\$0.00
75	0	('EACH' ITEM) 10 INCH WATERMAIN ALTERATION- BUS SHELTER	\$7,300.00	1	EACH	\$7,300.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
76	0	('EACH' ITEM) 6 FOOT BENCH	\$2,600.00	8	EACH	\$20,800.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
77	0	('EACH' ITEM) BIKE RACK	\$1,100.00	12	EACH	\$13,200.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
78	0	('EACH' ITEM) BULBS	\$2.00	1334	EACH	\$2,668.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
79	0	('EACH' ITEM) CHARGING STATION	\$2,700.00	3	EACH	\$8,100.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
80	0	('EACH' ITEM) COLUMN MONUMENT	\$34,000.00	2	EACH	\$68,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
81	0	('EACH' ITEM) ENTRY MONUMENT	\$45,000.00	2	EACH	\$90,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
82	0	('EACH' ITEM) GFCl (INCL. PEDESTAL AND ENCLOSURE)	\$600.00	19	EACH	\$11,400.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
83	0	('EACH' ITEM) HH-1	\$740.00	5	EACH	\$3,700.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
84	0	('EACH' ITEM) HH-2	\$710.00	10	EACH	\$7,100.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
85	0	('EACH' ITEM) LITTER RECEPTACLE	\$2,100.00	7	EACH	\$14,700.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
86	0	('EACH' ITEM) NYLOPLAST DRAIN BASIN 12 INCH (BIOCELLS)	\$1,400.00	2	EACH	\$2,800.00	0.00	EACH	\$0.00	2.00	EACH	\$2,800.00
87	0	('EACH' ITEM) PERENNIAL GROUND COVER (1 GALLON)	\$9.50	1764	EACH	\$16,758.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
88	0	('EACH' ITEM) POLE BASE FOOTING (TYPES S1 S2 S3 & S4 FIXTURES)	\$3,500.00	36	EACH	\$126,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
89	0	('EACH' ITEM) RECYCLING RECEPTACLE	\$2,400.00	7	EACH	\$16,800.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
90	0	('EACH' ITEM) REFINISH EXISTING TRAFFIC SIGNAL POLES & ARMS	\$13,000.00	4	EACH	\$52,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
91	0	('EACH' ITEM) REINFORCED MONOLITHIC CONCRETE FOREBAY (BIOCELLS)	\$6,300.00	2	EACH	\$12,600.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
92	0	('EACH' ITEM) RELOCATE HYDRANT ASSEMBLY	\$4,100.00	4	EACH	\$16,400.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
93	0	('EACH' ITEM) REMOVE AND REPLACE HYDRANT ASSEMBLY	\$8,400.00	2	EACH	\$16,800.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
94	0	('EACH' ITEM) SIGN UPLIGHTS (TYPE S5 FIXTURE)	\$1,400.00	8	EACH	\$11,200.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
95	0	('EACH' ITEM) SINGLE HEAD RDWY LIGHT (TYPE S6 FIXTURE)	\$620.00	12	EACH	\$7,440.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
96	0	('EACH' ITEM) STONE BLOCK BENCH	\$1,800.00	19	EACH	\$34,200.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
97	0	('EACH' ITEM) STON BLOCK CUBE	\$1,100.00	27	EACH	\$29,700.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00

Partial Pay Estimate No.:

3

University Avenue
 City of Windsor Heights, Iowa
 Windsor Heights, Iowa
 BMI PROJECT NO.A13.114724
 WORK COMPLETED THROUGH DATE JULY 24, 2020

ITEM NO.	SUDAS REF NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE				
				ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT			
98	0	(EACH ITEM) TREE GRATE AND FRAME	\$3,200.00	15	EACH	\$48,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
99	0	(EACH ITEM) TYPE 1 WATERMAIN ALTERATION	\$6,100.00	4	EACH	\$24,400.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
100	0	(EACH ITEM) TYPE 3 WATERMAIN ALTERATION	\$7,300.00	1	EACH	\$7,300.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
101	0	(EACH ITEM) WATER SERVICE CURB STOP & BOX ADJUSTMENT	\$2,800.00	20	EACH	\$56,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
102	0	(EACH ITEM)WAYFINDING SIGN KIOSK	\$11,000.00	3	EACH	\$33,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
103	0	(LINEAR FEET ITEM) #10 AWG CU	\$2.50	1629	LF	\$4,072.50	0.00	LF	\$0.00	0.00	LF	\$0.00
104	0	(LINEAR FEET ITEM) #2 AWG CU	\$5.25	4005	LF	\$21,026.25	0.00	LF	\$0.00	0.00	LF	\$0.00
105	0	(LINEAR FEET ITEM) #3 AWG CU	\$4.75	3360	LF	\$15,960.00	0.00	LF	\$0.00	0.00	LF	\$0.00
106	0	(LINEAR FEET ITEM) #4 AWG CU	\$4.75	7599	LF	\$36,095.25	0.00	LF	\$0.00	0.00	LF	\$0.00
107	0	(LINEAR FEET ITEM) #6 AWG CU	\$4.25	9106	LF	\$38,700.50	0.00	LF	\$0.00	0.00	LF	\$0.00
108	0	(LINEAR FEET ITEM) #8 AWG CU	\$4.00	26580	LF	\$106,320.00	0.00	LF	\$0.00	0.00	LF	\$0.00
109	0	(LINEAR FEET ITEM) CONCRETE BAND 8 INCH WIDTH	\$87.00	360	LF	\$31,320.00	0.00	LF	\$0.00	0.00	LF	\$0.00
110	0	(LINEAR FEET ITEM) LIMESTONE EDGER	\$26.50	600	LF	\$15,900.00	0.00	LF	\$0.00	0.00	LF	\$0.00
111	0	(LINEAR FEET ITEM) TRENCHING CONDUIT	\$12.25	19553	LF	\$239,524.25	1310.00	LF	\$16,047.50	1,310.00	LF	\$16,047.50
112	0	(SQUARE YARDS ITEM) CONCRETE UNIT PAVERS	\$247.00	325	SY	\$80,275.00	0.00	SY	\$0.00	0.00	SY	\$0.00
113	0	(TONS ITEM) FOUNDATION ROCK	\$77.00	10	TON	\$770.00	0.00	TON	\$0.00	0.00	TON	\$0.00
114	0	(TONS ITEM) NO. 57 STONE (AGGREGATE CHAMBER)	\$90.00	16	TON	\$1,440.00	0.00	TON	\$0.00	0.00	TON	\$0.00
115	0	(TONS ITEM) NO. 8 STONE (CHOCKER LAYER)	\$77.00	3	TON	\$231.00	0.00	TON	\$0.00	0.00	TON	\$0.00
116	0	MULCHING	\$2,100.00	1.6	ACRE	\$3,360.00	0.05	ACRE	\$105.00	0.05	ACRE	\$105.00
117	0	SEEDING AND FERTILIZING (URBAN)	\$1,000.00	1.6	ACRE	\$1,600.00	0.00	ACRE	\$0.00	0.00	ACRE	\$0.00
118	0	SLOPE PROTECTION, WOOD EXCELSIOR MAT	\$9.50	115	SQ	\$1,092.50	0.00	SQ	\$0.00	0.00	SQ	\$0.00
119	0	STABILIZED CONSTRUCTION ENTRANCE, EC-303	\$76.00	300	LF	\$22,800.00	120.00	LF	\$9,120.00	120.00	LF	\$9,120.00
120	0	PERIMETER AND SLOP SEDIMENT CONTROL DEVICE, 9 IN. DIA.	\$2.00	5540	LF	\$11,080.00	145.00	LF	\$290.00	145.00	LF	\$290.00
121	0	REMOVAL OF PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE	\$0.50	5540	0	\$2,770.00	0.00	0	\$0.00	0.00	0	\$0.00
122	0	OPEN-THROAT CURB INTAKE SEDIMENT FILTER, EC-602	\$10.50	20	LF	\$210.00	8.00	LF	\$84.00	8.00	LF	\$84.00
123	0	MAINTENANCE OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER	\$26.50	4	EACH	\$106.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
124	0	REMOVAL OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER	\$26.50	4	EACH	\$106.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
125	0	GRATE INTAKE SEDIMENT FILTER BAG	\$205.00	43	EACH	\$8,815.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
126	0	MAINTENANCE OF GRATE INTAKE SEDIMENT FILTER BAG	\$26.50	43	EACH	\$1,139.50	0.00	EACH	\$0.00	0.00	EACH	\$0.00
127	0	REMOVAL OF GRATE INTAKE SEDIMENT FILTER BAG	\$10.50	43	EACH	\$451.50	0.00	EACH	\$0.00	0.00	EACH	\$0.00
128	0	MOBILIZATION, EROSION CONTROL	\$500.00	10	EACH	\$5,000.00	1.00	EACH	\$500.00	1.00	EACH	\$500.00
129	0	MOBILIZATION, EMERGENCY EROSIONS CONTROL	\$1,000.00	1	EACH	\$1,000.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
130	0	SHRUBS	\$48.00	53	EACH	\$2,544.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
131	0	TREES	\$470.00	48	EACH	\$22,560.00	0.00	EACH	\$0.00	0.00	EACH	\$0.00
132	0	MODIFIED SUBBASE	\$60.00	630	CY	\$37,800.00	0.00	CY	\$0.00	0.00	CY	\$0.00
133	0	RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 6 IN	\$51.00	4525.1	SY	\$230,780.10	0.00	SY	\$0.00	0.00	SY	\$0.00
CO-2	0	SUBGRADE STABILIZATION MATERIAL, POLYMER GIRD	\$3.85	722	SY	\$2,779.70	630.00	SY	\$2,425.50	696.70	SY	\$2,682.30
CO-3	0	PAINTED PAVEMENT MARKINGS, WATERBORNE OR SOLVENT-BASED	\$75.00	27.82	STA	\$2,086.50	14.86	STA	\$1,114.50	14.86	STA	\$1,114.50
CO-4	0	SAW PAVEMENT (FULL DEPTH)	\$4.05	800	LF	\$3,240.00	0.00	LF	\$0.00	1,236.00	LF	\$5,005.80
TOTAL AMOUNT:						\$6,755,374.20			\$416,655.03			\$951,213.40



STAFF REPORT
CITY COUNCIL
August 3, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Consideration of Resolution No. 2020-97 - A Resolution Approving Small Business Recovery Grants

GENERAL INFORMATION

Grant applications have not been made part of the packet to protect the financial data of the applicants.

SUMMARY

ATTACHMENTS

1. Resolution No. 2020-97 - Approving Small Business Recovery Grants

RESOLUTION NO. 2020-97

A RESOLUTION APPROVING CITY OF WINDSOR HEIGHTS SMALL BUSINESS RECOVERY GRANT PROGRAM

WHEREAS, the COVID-19 pandemic has significantly disrupted economic activity throughout the world; AND

WHEREAS, many small businesses are experiencing unprecedented and unexpected reductions in their sales volume; AND

WHEREAS, the City of Windsor Heights has developed a Small Business Recovery Grant program; AND

WHEREAS, the Windsor Heights City Council supports small businesses.

NOW THEREFORE BE IT RESOLVED by the City of Windsor Heights City Council in session this 3rd day of August, 2020 that it hereby approves City participation in the Small Business Recovery Grant program and allocates \$32,663 for this effort.

BE IT FURTHER RESOLVED that the grants for the following businesses is hereby approved.

Good Company NSP, LLC	6555 University Ave.	\$5,000
Kathmandu Restaurant, LLC	7229 Apple Valley Dr.	\$5,000
Pre-Owned Autos of Des Moines, LLC	6900 Hickman Rd.	\$5,000
RI Restaurant, LLC	6587 University Ave.	\$2,663
Soper Automotive Repair	6800 Hickman Rd.	\$5,000
Trusty African Market, LLC	7221 Apple Valley Dr.	\$5,000
Windsor Heights Chamber of Commerce	6571 University Ave.	<u>\$5,000</u>
TOTAL		\$32,663

Passed and Approved this 3rd Day of August, 2020.

Dave Burgess, Mayor

Attest:

Travis Cooke, City Clerk



STAFF REPORT
CITY COUNCIL
August 3, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Consideration of Resolution No. 2020-98 - A Resolution to Receive and File the 2020 Windsor Heights Urban Forestry Management Plan and Discussion on EAB Assistance on Private Property

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Resolution No. 2020-98 Urban Forestry Management Plan
2. Windsor Heights Urban Forest Management Plan '19
3. Directions for Using ArcGIS Tree Inventory Viewer
4. Memo - EAB Assistance (private property)
5. EAB Email

RESOLUTION NO. 2020-98

A RESOLUTION TO RECEIVE AND FILE THE 2020 WINDSOR HEIGHTS URBAN FORESTRY MANAGEMENT PLAN

WHEREAS, the Iowa Department of Natural Resources has put together an urban forestry management plan for the City of Windsor Heights, and

WHEREAS, work on this plan began in the fall and winter of 2019 with a City tree inventory, and

WHEREAS, after the inventory was completed, DNR staff began working on a plan for Windsor Heights to best manage publicly owned trees; and

WHEREAS, the content and recommendations of the report are thorough and have been reviewed by Staff; and

WHEREAS, staff recommends receiving and filing the 2020 Windsor Heights Urban Forest Management Plan in order to have clear goals and guidelines for tree management; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Windsor Heights, Iowa receives and files the 2020 Windsor Heights Urban Forestry Management Plan conducted by the Iowa Department of Natural Resources.

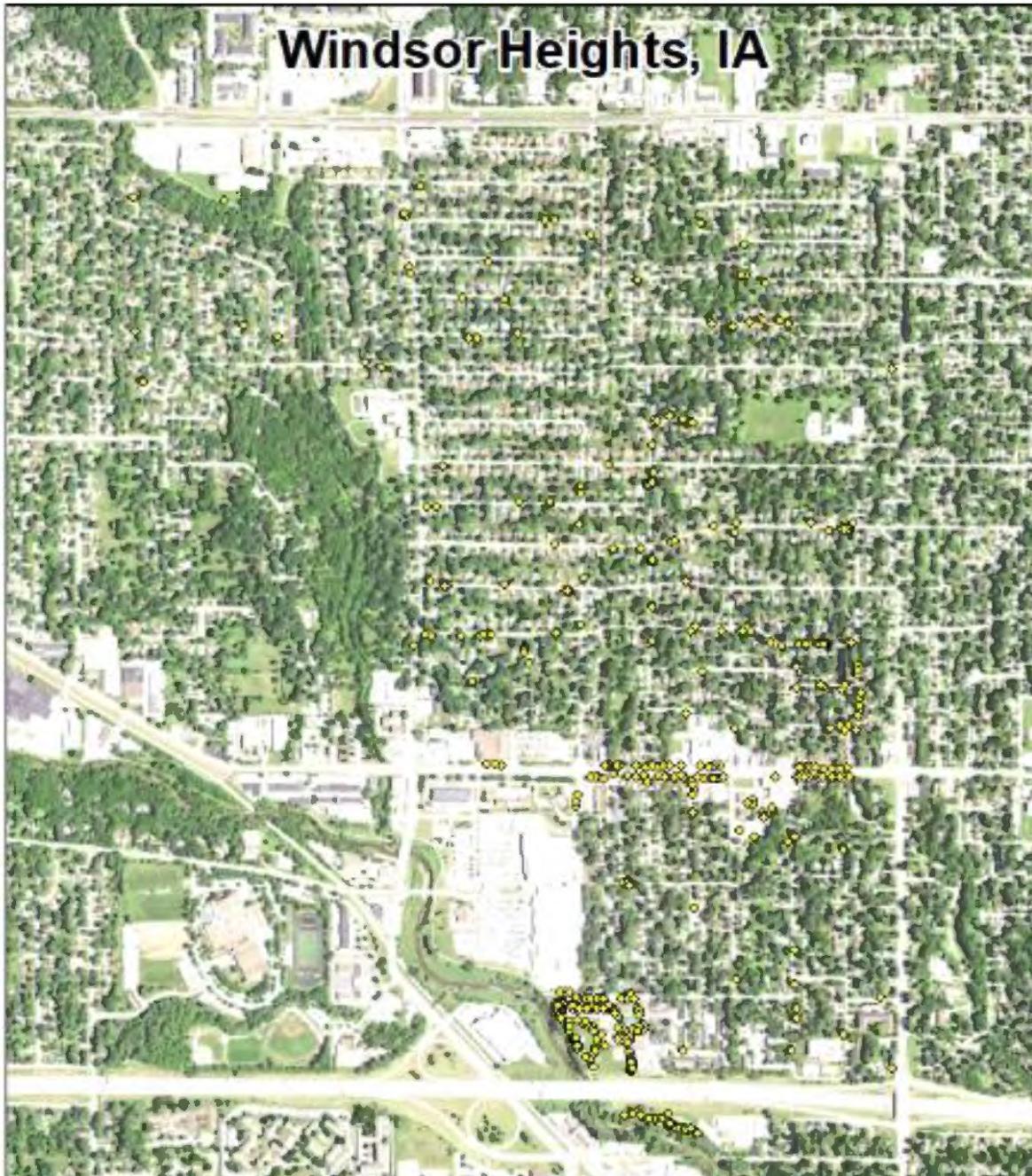
PASSED and approved this 3rd day of August 2020 by the City Council of the City of Windsor Heights, Iowa.

Dave Burgess, Mayor

ATTEST:

Travis Cooke, City Clerk

Windsor Heights, IA



2020 Urban Forest Management Plan
Prepared by Aaron Wright
Iowa Department of Natural Resources



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Executive Summary

Overview

This plan was developed to assist the City of Windsor Heights with managing its urban forest, including budgeting and future planning. Trees can provide a multitude of benefits to the community, and sound management allows a community to best take advantage of these benefits. Management is especially important considering the serious threats posed by forest pests such as the emerald ash borer (EAB). EAB is an invasive insect imported from Eastern Asia on wood shipping crates that kills all species of ash trees (this does not include mountain ash). There is a strong possibility that 9% of Windsor Heights's city owned trees (ash) will die once EAB becomes established in the community, unless preventative treatment is used. With proper planning and management, the costs of removing dead and dying trees can be extended over years, mitigating public safety issues.

Inventory and Results

In 2019, a tree inventory was conducted using Global Positioning System (GPS) data collectors. The inventory was a complete inventory of street and park trees. Below are some key findings of the 430 trees inventoried.

- Windsor Heights's trees provide \$13,779 of benefits annually, an average of \$32 a tree
- There are over 53 species of trees
- The top three genera are: Small deciduous trees/shrubs 10.2%, Ash 9%, and Callery Pear 7.4%
- 54% of trees are in need of some type of management
- 25 trees are recommended for removal

Recommendations

The core recommendations are detailed in the Recommendations Section. The Emerald Ash Borer Plan includes management recommendations as well. Below are some key recommendations.

- Of the 25 trees needing removal, 6 trees are over 18 inches in diameter at 4.5 ft and must be addressed immediately [*City ownership of the trees recommended for removal should be verified prior to any removal*](#)
- 25 of the 49 ash trees should be carefully examined, as they have one or more symptoms that could be related to an EAB infestation
- All trees should be pruned on a routine schedule- one third of the city every other year
- Plant a diverse mix of trees that do not include: ash, maple, cottonwood, poplar, box elder, Chinese elm, evergreen, willow or black walnut
- Check ash trees with a visual survey yearly
- With the current budget it could take 16 years to remove ash – Suggestion: request a budget increase to \$30,000 annually and apply for grants to plant replacement trees

Introduction

This plan was developed to assist Windsor Heights with the management, budgeting and future planning of their urban forest. Across the state, forestry budgets continue to decrease with more and more of that money spent on tree removal. With the anticipated arrival of Emerald Ash Borer (EAB), an invasive pest that kills native ash trees, it is time to prepare for the increased costs of tree removal or treatment and replacement planting. With proper planning and management of the current canopy in Windsor Heights, these costs can be extended over years and public safety issues from dead and dying ash trees mitigated.

Trees are an important component of Windsor Heights' infrastructure and one of the greatest assets to the community. The benefits of trees are immense. Trees provide the community with improved air quality, stormwater runoff interception, energy conservation, lower traffic speeds, increased property values, reduced crime, improved mental health and create a desirable place to live, to name just a few benefits. It is essential that these benefits be maintained for the people of Windsor Heights and future generations through good urban forestry management.

Good urban forestry management involves setting goals and developing management strategies to achieve these goals. An essential part of developing management strategies is a comprehensive public tree inventory. The inventory supplies information that will be used for maintenance, removal schedules, tree planting and budgeting. Basing actions on this information will help meet Windsor Heights's urban forestry goals.

Inventory

In 2019, a tree inventory was conducted that included 100% of the city owned trees on both streets and parks. This did not include trees along the Walnut or North Walnut Creek Trails. The tree data was collected using a handheld Global Positioning System (GPS) receiver. The data collector gives Geographic Information Systems (GIS) coordinates with an accuracy of 3 meters, which can be used in Arc GIS as an active GIS data layer. Because the inventory is a digital document the data can be updated with new information and become a working document.

The programming used to collect tree information on the data collectors was written to be compatible with a state-of-the-art software suite called i-Tree. i-Tree was developed by the USDA Forest Service to quantify the structure of community trees and the environmental services that trees provide. The i-Tree suite is a public domain which can be accessed for free.

To quantify the urban forest structure and benefits, specific data is collected for each tree. This data includes: location, land use, species, diameter at 4.5 ft, recommended maintenance, priority of that maintenance, leaf health, and wood condition. Additionally, signs and symptoms associated with EAB were noted for all ash trees. The signs and symptoms noted were canopy dieback, epicormic shoots, bark splitting, D-shaped borer exit holes, and woodpecker damage.

Inventory Results

The data collected for the 431 city trees was entered into the USDA Forest service program Street Tree Resource Analysis Tool for Urban forestry Management as part of the i-Tree suite. The following are results from the i-Tree STREETS analysis.

Annual Benefits

Annual Energy Benefits

Trees conserve energy by shading buildings and blocking winds. Windsor Heights's trees reduce energy related costs by approximately \$13,779 annually (Appendix A, Table 1). These savings are both in Electricity (66 MWh) and in Natural Gas (8,950.2 Therms).

Annual Stormwater Benefits

Windsor Heights's trees intercept about 630,275 gallons of rainfall or snow melt a year (Appendix A, Table 2). This interception provides \$17,080 of benefits to the city.

Annual Air Quality Benefits

Air quality is a persistent public health issue in Iowa. The urban forest improves air quality by removing pollutants, lowering air temperature, and reducing energy consumption, which in turn reduces emissions from power plants, and emitting volatile organic matter (ozone). In Windsor Heights, it is estimated that trees remove 811 lbs of air pollution (ozone (O₃), particulate matter less than 10 microns (PM10), carbon monoxide (CO), nitrogen dioxide (NO₂), and sulfur dioxide (SO₂)) per year with a net value of \$2,268 (Appendix A, Table 3).

Annual Carbon Benefits

Carbon sequestration and storage reduce the amount of carbon in the atmosphere, mitigating climate change. In Windsor Heights, trees sequester about 140,126 lbs of carbon a year with an associated value of \$1,051 (Appendix A, Table 5). In addition, the trees store 2,388,777 lbs of carbon, with a yearly benefit of \$17,916 (Appendix A, Table 4).

Annual Aesthetics Benefits

Social benefits of trees are hard to capture. The analysis does have a calculation for this area that includes: aesthetic value, property values, lowered rates of mental illness and crime, city livability and much more. Windsor Heights receives \$13,375 in annual social benefits from trees (Appendix A, Table 6).

Financial Summary of all Benefits

According to the USDA Forest Service i-Tree STREETS analysis, Windsor Heights's trees provide \$48,292 of benefits annually. Benefits of individual trees vary based on size, species, health and location, but on average each of the 431 trees in Windsor Heights provide approximately \$100 annually (Appendix A, Table 7).

Forest Structure

Species Distribution

Windsor Heights has over 53 different tree species along city streets and parks (Appendix A, Figure 1).

The distribution of trees by genera is as follows:

Broadleaf Deciduous Small	44	10%
Green ash	39	9%
Pear	32	7%
Cottonwood	26	6%
Apple	25	6%
Honeylocust	22	5%
Lilac	17	4%
Sugar maple	17	4%
Eastern white pine	17	4%
Silver maple	16	4%
Other Species	220	41%

Age Class

Most of Windsor Heights’s trees (49%) are between 6 and 18 inches in diameter at 4.5 ft (Appendix A, Figure 2). For age, it is preferred that the highest amounts of trees are in the smallest size category (a downward slope) to prepare for natural mortality and to maintain canopy cover. Windsor Heights’s size curve is on the smaller side, indicating a younger than average stand.

Condition: Wood and Foliage

Both wood condition and leaf condition are good indicators of the overall health of the urban forest. The foliage condition results for Windsor Heights indicate that 88% of the trees are in good health, with only 3% of the foliage in poor health, dead or dying (Appendix A, Figure 3 & Appendix B, Figure 3). Similarly, 56% of Windsor Heights’s trees are in good health for wood condition (appendix A, Figure 4 & Appendix B, Figure 3). Wood condition that is in poor health, dead or dying is about 6% of the population. This 6% is an estimate of trees that need management follow up.

Management Needs

The following outlines the specific management needs of the street and park trees by number of trees and percent of canopy (Appendix B, Figure 3).

Crown Cleaning	119	28%
Crown Raising	7	2%
Tree Staking	8	2%
Tree Removal	25	6%
Crown Reduction	38	9%

Canopy Cover

The total canopy with both private and public trees is 31%, 283 acres. The canopy cover included in the Windsor Heights inventory includes approximately 7 acres (Appendix A, Figure 4). The City's Canopy goal is to increase canopy by 3%, in 30 years. To achieve this goal it is estimated that 66 trees need to be planted annually on public and private lands.

Land Use and Location

The majority of Windsor Heights's city and park trees are in front yards in single family residential neighborhoods (Appendix A, Figure 6 & Appendix A, Figure7). The following describes the land use and locations for the street and park trees.

Land Use

Single family residential	61%
Park/vacant/other	31%
Small commercial	6%
Industrial/Large commercial	2%
Multifamily residential	<1%

Location

Front Yard	81%
Planting Strip	12%
Median	6%
Cutout	1%

Recommendations

Risk Management

Hazardous trees can be a significant threat to both people and property. Trees that are dead or dying, or that have large issues such as trunk cracks longer than 18 inches should be removed. Broken branches and branches that interfere with a motorist's vision of pedestrians, vehicles, traffic signs and signals, etc should be removed.

Hazardous trees

Windsor Heights has 2 trees labeled critical concern trees and 5 trees labeled immediate maintenance that need to be removed. These trees can be seen on the Location of Trees with Recommended Maintenance map (Appendix B, Figure 4). It is recommended to start with the large diameter critical concern trees first. There are 4 trees over 18 inches in diameter at 4.5 ft that should be addressed immediately. Please refer to the six year maintenance plan at the end of this section. After all of the critical concern trees are addressed, there should be follow up on the trees marked as needing immediate maintenance. There are a total of 17 trees with these needs.

Poor tree species

After the removal of the critical concern trees, ash trees in poor health should be assessed for removal (Appendix B, Figure 3 & Appendix B, Figure 4). Of the 25 removals, 13 are ash trees.

There are a total of 49 ash trees, and 25 of those have signs and symptoms that have been associated with EAB. In addition, there is 1 tree that is in poor health. [*City ownership of the trees recommended for removal should be verified prior to any removal*](#)

Pruning Cycle

Proper pruning can extend the life and good health of trees, as well as reduce public safety issues. In the Management Needs section of the Findings there are four main maintenance issues to be addressed: routine pruning, crown cleaning, crown raising, and crown reduction. Crown cleaning removes dead, diseased, and damaged limbs. Crown raising is the removal of lower branches that are 2 inches in diameter or larger in the case of providing clearance for pedestrians or vehicles. Crown reduction is removing individual limbs from structures or utility wires. It is recommended that all trees be pruned on a routine schedule every five to seven years. Please refer to the six year maintenance plan for further information.

Planting

Most of the planting over the next 5 years will replace the trees that are removed. It is recommended to plant 1.2 trees for every tree removed, since survival rates will not be 100%. Please refer to the six year maintenance plan at the end of this section. It is not essential that the new trees be planted in the same location of the trees being removed. However, maintaining the same number of trees helps ensure continuation of the benefits of the existing forest in Windsor Heights.

It is important to plant a diverse mix of species in the urban forest to maintain canopy health, since most insects and diseases target a genus (ash) or species (green ash) of trees. Current diversity recommendations advise that a genus (i.e. maple, oak) not make up more than 20% of the urban forest and a single species (i.e. silver maple, sugar maple, white oak, bur oak) not make up more than 10% of the total urban forest. Presently, the two most common genres represented are ash(11%) and then maple (10%). (Appendix A, Figure 1). These percentages don't exactly match up with the figure in the appendix because I combined green ash and white ash for the ash category and silver maple, sugar maple, and norway maple for the maple category. These numbers suggest that these species are not over represented. I believe, however, that this percentage for maple should not go up by much and ash trees have not been recommended since 2002, due to the threat of EAB. Other species some communities like to avoid because they are public nuisances include: cottonwood, poplar, box elder, Chinese elm, evergreen, willow or black walnut. There is no species restriction outlined in the city ordinance. Chapter 50.02(37) forbids planting of cottonwood trees. There must be a permit to plant a tree on city property.

Continual Monitoring

Due to the threat of EAB, it is important to continuously check the health of ash trees. It is recommended that ash trees be checked with a visual survey every year for tree decline and for the following signs and symptoms: canopy dieback, epicormic shoots, bark splitting, D-shaped borer exit holes, and woodpecker damage.

Six Year Maintenance Plan with No Additional Funding

Year 1

Removal: 2 critical concern trees and 1 tree labeled for immediate removal
Planting and Replacement: 4 trees to be planted in open locations
Young Tree Pruning & Maintenance:
Visual Survey for signs and symptoms of EAB

Year 2

Removal: 2 trees labeled for immediate removal
*Or saving for ash tree treatment and/or future ash removal
Planting and Replacement: 3 trees in open locations from year one removals
Young Tree Pruning & Maintenance:
Routine trimming: Contract to trim 1/3 of the city trees
Visual Survey for signs and symptoms of EAB

Year 3

Removal: 3 trees labeled for immediate removal
*Or saving for ash tree treatment and/or future ash removal
Planting and Replacement: 4 trees to be planted in open locations and locations from previous removals
Young Tree Pruning & Maintenance:
Visual Survey for signs and symptoms of EAB

Year 4

Removal: 2 trees labeled for removal and any new critical concern trees and ash in poor health
*Or saving for ash tree treatment and/or future ash removal
Planting and Replacement: 3 trees in open locations from previous removals
Routine trimming: Contract to trim 1/3 of the city trees
Young Tree Pruning & Maintenance:
Visual Survey for signs and symptoms of EAB

Year 5

Removal: 3 trees labeled for removal or any new critical concern trees and ash in poor health
*Or saving for ash tree treatment and/or future ash removal
Planting and Replacement: 4 trees to be planted in open locations and locations from previous removals
Young Tree Pruning & Maintenance:
Visual Survey for signs and symptoms of EAB

Year 6

Removal: 2 trees labeled for removal or any new critical concern trees and ash in poor health
*Or saving for ash tree treatment and/or future ash removal
Planting and Replacement: 3 trees in open locations from previous removals
Routine trimming: Contract to trim 1/3 of the city trees
Young Tree Pruning & Maintenance:

Visual Survey for signs and symptoms of EAB

*Reduction of ash over 6 years: Approximately 13 ash trees removed (approximately 27% of ash). It will take approximately 16 years to remove all ash with the current budget. EAB could potentially kill all ash within 4 to 15 years of its arrival.

**To remove all ash trees within 6 years, the budget would need to be increased to \$33,000 a year. If the budget were increased to \$15,000 a year all ash could be removed in 13 years.

Emerald Ash Borer Plan

Ash Tree Removal

Tree removal will be prioritized with dead, dying, hazardous trees to be removed first (Appendix B, Figure 4). Next will be all ash in poor condition and displaying signs and symptoms of EAB (Appendix B, Figure 2 & Appendix B, Figure 3). ***City ownership of the tree recommended for removal should be verified prior to any removal***

Treatment of Ash Trees

Chemical treatment can be an effective tool for communities to spread removal costs out over several years while allowing trees to continue to provide benefits. However, treatment is not recommended if EAB is more than 15 miles away from the community. For more information on the cost of treatment strategies visit <http://extension.entm.purdue.edu/treecomputer/>

EAB Quarantines

EAB is an extremely destructive plant pest and it is responsible for the death and decline of millions of ash trees. Ash in both forested and urban settings constitute a significant portion of the canopy cover in the United States. Current tools to detect, control, suppress and eradicate this pest are not as robust as the USDA would desire. In order to stay ahead of this hard to detect beetle, the USDA is attempting to contain the beetle before it spreads beyond its known positions by regulating articles.

A regulated article under the USDA's quarantine includes any of the following items:

- emerald ash borer
- firewood of all hardwood species (for example ash, oak, maple and hickory)
- nursery stock and green lumber of ash
- any other ash material, whether living, dead, cut or fallen, including logs, stumps, roots, branches, as well as composted and not composted chips of the genus ash (Mountain ash is not included)

In addition, any other article, product or means of conveyance not listed above may be designated as a regulated article if a USDA inspector determines that it presents a risk of spreading EAB once a quarantine is in effect for your county.

Wood Disposal

A very important aspect of planning is determining how wood infested with EAB will be handled, keeping in mind that quarantines will restrict its movement. Consider who will cut and haul the dead and dying trees? Is there an accessible, secured site big enough to store and sort

the hundreds of trees and the associated brush and chips? How will wood be disposed of or utilized? Do you have equipment capable of handling the amount and size of ash trees your tree inventory has identified? Once your county is under quarantine for EAB, contact USDA-APHIS-PPQ at 515-251-4083 or visit the website

http://www.aphis.usda.gov/plant_health/plant_pest_info/emerald_ash_b/regulatory.shtml.

Wood waste can be disposed of as you normally would if your county is not part of a quarantine.

Canopy Replacement

As budget permits, all removed trees will be replaced. All trees will meet the restrictions in city ordinance 151.13 (Appendix C). The new plantings will be a diverse mix and should not include ash, maple, cottonwood, poplar, box elder, Chinese elm, evergreen, willow or black walnut.

Postponed Work

While finances, staffing and equipment are focused on the management of ash, usual services may be delayed. Tree removal requests on genera other than ash will be prioritized by hazardous or emergency situations only.

Monitoring

It is recommended that ash trees be checked with a visual survey every year for tree death and for the following signs and symptoms: canopy dieback, epicormic shoots, bark splitting, D-shaped borer exit holes, and woodpecker damage.

Private Ash Trees

It is strongly recommended that private property owners start removing ash trees on their property upon arrival of EAB if preventative treatments are not being used. City Code 151.21.3 states "Removal of Trees, Shrubs, and Plants. The Superintendent may remove or cause to be removed all trees, shrubs, plants or parts thereof upon the public streets or highways or other City property within the City when removal shall be beneficial to the public peace, health, and safety, or for public improvements or if such trees, shrubs, or plants constitute a public nuisance or are dead or diseased, or detrimental to the growth of adjacent trees, plants, or shrubs growing in the public streets or other City property."

Budget

Current Budget

Total \$75,000 over 6 years (\$12,500/year based on previous 2 year average)

*Keep in mind that grant funds are available for tree planting.

FY 2021 Budget

Removal: \$12,000

*Or saving for ash tree treatment and/or future ash removal

Planting: \$600

Watering & Maintenance: \$500

FY 2022 Budget

Removal: \$8,000

*Or saving for ash tree treatment and/or future ash removal

Planting: \$450

Routine trimming: \$4,000

Watering & Maintenance: \$500

FY 2023 Budget

Removal: \$12,000

*Or saving for ash tree treatment and/or future ash removal

Planting: \$600

Watering & Maintenance: \$500

FY 2024 Budget

Removal: \$8,000

*Or saving for ash tree treatment and/or future ash removal

Planting: \$450

Routine trimming: \$4,000

Watering & Maintenance: \$500

FY 2025 Budget

Removal: \$12,000

*Or saving for ash tree treatment and/or future ash removal

Planting: \$600

Watering & Maintenance: \$500

FY 2026 Budget

Removal: \$8,000

*Or saving for ash tree treatment and/or future ash removal

Planting: \$450

Routine trimming: \$4,000

Watering & Maintenance: \$500

*Reduction of ash over 6 years: approximately 13 ash trees removed (approximately 27% of ash). **It will take approximately 16 years to remove all ash with the current budget.**

Proposed Budget Increase

EAB could potentially kill all ash trees in Windsor Heights within 4 years of its arrival. To remove all ash trees within 6 years the budget would need to be increased to \$33,000 a year. If the budget were increased to \$15,000 a year all ash could be removed within 13 years. Additionally, it is recommended that Windsor Heights apply for grants to fund replacement trees. Utility Company grants are usually between \$500 and \$10,000 for community-based, tree-planting projects that include parks, gateways, cemeteries, nature trails, libraries, nursing homes, and schools.

Another option being considered by many communities is treating a number of selected trees, either to maintain those trees in the landscape or to delay their removal – to spread out the costs and number of trees needing removed all at once. Trunk injection is administered every two years for the life of the tree. If treatment is discontinued, the tree dies. For instance, in this treatment scenario, the average ash diameter is 15 inches and at \$15 per inch, about 4 trees could be treated per year (every other year treatment). This would be 8 trees selected for treatment, and Windsor Heights would still need to find \$11,500 per year for removal. Alternatively, if there are 15 treatable trees, it would cost approximately \$3,375 a year for treatment and leave \$9,125 for removal. These are alternatives to straight removal of ash trees. However, whether or not the treatment option is selected, there will be an increased cost of dealing with ash trees if EAB is found in Windsor Heights. It is suggested to consider increasing the budget to plan for this.

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Appendix A: i-Tree Data

Table 1: Annual Energy Benefits

Windsor Heights

Annual Energy Benefits of Public Trees

3/31/2020

Species	Total Electricity (MWh)	Electricity (\$)	Total Natural Gas (Therms)	Natural Gas (\$)	Total Standard (\$)	Standard Error	% of Total Trees	% of Total \$	Avg. \$/tree
Broadleaf Deciduous Small	1.3	99	217.8	213	313	(N/A)	10.2	2.3	7.11
Green ash	9.8	744	1,310.9	1,285	2,029	(N/A)	9.0	14.7	52.01
Pear	2.2	170	367.0	360	530	(N/A)	7.4	3.8	16.56
Cottonwood	7.6	574	943.2	924	1,498	(N/A)	6.0	10.9	57.62
Apple	2.0	148	290.6	285	433	(N/A)	5.8	3.1	17.31
Honeylocust	4.4	332	581.9	570	902	(N/A)	5.1	6.5	41.01
Lilac	0.5	35	76.0	75	109	(N/A)	3.9	0.8	6.42
Sugar maple	2.3	176	302.3	296	472	(N/A)	3.9	3.4	27.77
Eastern white pine	1.0	77	165.5	162	239	(N/A)	3.9	1.7	14.09
Silver maple	5.4	408	706.7	693	1,100	(N/A)	3.7	8.0	68.76
Eastern redbud	0.7	52	103.4	101	153	(N/A)	3.2	1.1	10.93
Pin oak	4.4	333	589.9	578	911	(N/A)	3.0	6.6	70.10
Spruce	1.1	82	132.2	130	212	(N/A)	2.8	1.5	17.63
White ash	2.2	170	240.3	236	405	(N/A)	2.1	2.9	45.00
Northern red oak	1.2	93	163.0	160	253	(N/A)	1.9	1.8	31.60
Cherry plum	0.2	16	29.0	28	44	(N/A)	1.9	0.3	5.52
Blue spruce	0.4	33	65.7	64	98	(N/A)	1.6	0.7	13.94
Swamp white oak	0.8	58	113.8	111	169	(N/A)	1.4	1.2	28.19
Norway maple	0.9	65	112.3	110	175	(N/A)	1.4	1.3	29.15
Eastern cottonwood	1.8	133	239.9	235	368	(N/A)	1.4	2.7	61.37
Callery pear	0.4	32	68.2	67	99	(N/A)	1.2	0.7	19.80
Siberian elm	1.4	106	198.3	194	301	(N/A)	1.2	2.2	60.14
Black cherry	0.8	63	118.5	116	179	(N/A)	1.2	1.3	35.75
Ginkgo	0.2	15	30.5	30	45	(N/A)	1.2	0.3	9.06
Northern hackberry	1.9	145	265.0	260	405	(N/A)	1.2	2.9	80.99
Elm	1.8	135	238.4	234	369	(N/A)	1.2	2.7	73.70
Maple	0.4	31	60.0	59	89	(N/A)	1.2	0.6	17.89
Bur oak	1.1	83	146.6	144	227	(N/A)	0.9	1.6	56.70
Black maple	0.7	56	93.1	91	147	(N/A)	0.9	1.1	36.76
American elm	1.0	78	122.0	120	197	(N/A)	0.7	1.4	65.78
Mulberry	0.5	35	69.1	68	102	(N/A)	0.7	0.7	34.15
Eastern red cedar	0.0	3	5.6	5	8	(N/A)	0.7	0.1	2.72
Norway spruce	0.5	39	68.9	68	107	(N/A)	0.7	0.8	35.61
Austrian pine	0.4	29	45.6	45	74	(N/A)	0.7	0.5	24.51
Broadleaf Deciduous Medium	0.5	35	70.5	69	104	(N/A)	0.7	0.8	34.77
Conifer Evergreen Large	0.4	34	53.9	53	86	(N/A)	0.7	0.6	28.82
River birch	1.0	73	142.2	139	213	(N/A)	0.7	1.5	70.84
Black walnut	0.6	43	73.8	72	115	(N/A)	0.5	0.8	57.57
White oak	0.4	32	57.4	56	88	(N/A)	0.5	0.6	43.92
American sycamore	0.8	59	107.4	105	164	(N/A)	0.5	1.2	82.02
Oak	0.1	9	17.4	17	26	(N/A)	0.5	0.2	13.23
Eastern hemlock	0.1	4	9.5	9	14	(N/A)	0.2	0.1	13.58
Littleleaf linden	0.2	17	33.8	33	50	(N/A)	0.2	0.4	50.34
Ash	0.0	3	6.2	6	9	(N/A)	0.2	0.1	8.99
Boxelder	0.1	8	14.9	15	22	(N/A)	0.2	0.2	22.45
Scotch pine	0.1	10	14.6	14	24	(N/A)	0.2	0.2	24.14
Birch	0.0	0	0.8	1	1	(N/A)	0.2	0.0	1.10
Paper birch	0.1	7	13.7	13	21	(N/A)	0.2	0.1	20.64
Broadleaf Evergreen Small	0.0	1	1.5	1	2	(N/A)	0.2	0.0	2.12
Conifer Evergreen Medium	0.1	10	15.2	15	25	(N/A)	0.2	0.2	24.51
Amur maple	0.2	15	31.6	31	46	(N/A)	0.2	0.3	46.14
Plum	0.0	2	3.8	4	5	(N/A)	0.2	0.0	5.40
Red maple	0.0	0	0.7	1	1	(N/A)	0.2	0.0	1.03
Total	66.0	5,008	8,950.2	8,771	13,779	(N/A)	100.0	100.0	31.97

Table 2: Annual Stormwater Benefits

Windsor Heights

Annual Stormwater Benefits of Public Trees

3/31/2020

Species	Total rainfall interception (Gal)	Total (\$)	Standard Error	% of Total Trees	% of Total \$	Avg. \$/tree
Broadleaf Deciduous Small	4,956	134	(N/A)	10.2	0.8	3.05
Green ash	94,622	2,564	(N/A)	9.0	15.0	65.75
Pear	7,993	217	(N/A)	7.4	1.3	6.77
Cottonwood	76,614	2,076	(N/A)	6.0	12.2	79.86
Apple	8,784	238	(N/A)	5.8	1.4	9.52
Honeylocust	29,645	803	(N/A)	5.1	4.7	36.52
Lilac	1,979	54	(N/A)	3.9	0.3	3.15
Sugar maple	12,987	352	(N/A)	3.9	2.1	20.70
Eastern white pine	13,368	362	(N/A)	3.9	2.1	21.31
Silver maple	84,988	2,303	(N/A)	3.7	13.5	143.95
Eastern redbud	2,365	64	(N/A)	3.2	0.4	4.58
Pin oak	53,381	1,447	(N/A)	3.0	8.5	111.28
Spruce	12,654	343	(N/A)	2.8	2.0	28.58
White ash	13,914	377	(N/A)	2.1	2.2	41.90
Northern red oak	8,725	236	(N/A)	1.9	1.4	29.56
Cherry plum	719	19	(N/A)	1.9	0.1	2.43
Blue spruce	5,079	138	(N/A)	1.6	0.8	19.66
Swamp white oak	4,339	118	(N/A)	1.4	0.7	19.60
Norway maple	4,988	135	(N/A)	1.4	0.8	22.53
Eastern cottonwood	21,136	573	(N/A)	1.4	3.4	95.46
Callery pear	2,356	64	(N/A)	1.2	0.4	12.77
Siberian elm	12,520	339	(N/A)	1.2	2.0	67.86
Black cherry	3,438	93	(N/A)	1.2	0.5	18.63
Ginkgo	918	25	(N/A)	1.2	0.1	4.98
Northern hackberry	18,778	509	(N/A)	1.2	3.0	101.78
Elm	27,379	742	(N/A)	1.2	4.3	148.39
Maple	2,150	58	(N/A)	1.2	0.3	11.66
Bur oak	13,255	359	(N/A)	0.9	2.1	89.80
Black maple	4,458	121	(N/A)	0.9	0.7	30.21
American elm	7,333	199	(N/A)	0.7	1.2	66.24
Oak	779	21	(N/A)	0.5	0.1	10.56
Eastern hemlock	596	16	(N/A)	0.2	0.1	16.14
Littleleaf linden	2,366	64	(N/A)	0.2	0.4	64.13
Ash	163	4	(N/A)	0.2	0.0	4.41
Boxelder	720	20	(N/A)	0.2	0.1	19.51
Scotch pine	1,539	42	(N/A)	0.2	0.2	41.70
Birch	12	0	(N/A)	0.2	0.0	0.33
Paper birch	608	16	(N/A)	0.2	0.1	16.47
Broadleaf Evergreen Small	24	1	(N/A)	0.2	0.0	0.64
Conifer Evergreen Medium	1,544	42	(N/A)	0.2	0.2	41.85
Amur maple	1,174	32	(N/A)	0.2	0.2	31.82
Plum	69	2	(N/A)	0.2	0.0	1.86
Red maple	12	0	(N/A)	0.2	0.0	0.32
Citywide total	630,275	17,080	(N/A)	100.0	100.0	39.63

Table 3: Annual Air Quality Benefits

Windsor Heights

Annual Air Quality Benefits of Public Trees

3/31/2020

Species	Deposition (lb)				Total Depos. (\$)	Avoided (lb)				Total Avoided (\$)	BVOC Emissions (lb)	BVOC Emissions (\$)	Total (lb)	Total Standard (\$)	Standard Error	% of Total Trees	Avg. \$/tree
	O ₃	NO ₂	PM ₁₀	SO ₂		NO ₂	PM ₁₀	VOC	SO ₂								
Broadleaf Deciduous Small	1.1	0.2	0.6	0.0	6	6.6	0.9	0.9	5.9	40	0.0	0	16.2	46 (N/A)		10.2	1.05
Green ash	10.9	1.7	5.4	0.5	59	46.5	6.8	6.5	44.4	290	0.0	0	122.8	349 (N/A)		9.0	8.95
Pear	1.6	0.3	0.9	0.1	9	11.2	1.6	1.5	10.2	69	0.0	0	27.4	76 (N/A)		7.4	2.43
Cottonwood	11.9	1.9	5.5	0.5	63	35.3	5.2	5.0	34.3	222	0.0	0	99.6	285 (N/A)		6.0	10.95
Apple	2.9	0.5	1.3	0.1	15	9.5	1.4	1.3	8.8	59	0.0	0	25.8	74 (N/A)		5.8	2.96
Honeylocust	4.9	0.8	2.4	0.2	26	20.7	3.0	2.9	19.8	129	-3.4	-13	51.4	143 (N/A)		5.1	6.51
Lilac	0.5	0.1	0.3	0.0	3	2.3	0.3	0.3	2.1	14	0.0	0	5.9	17 (N/A)		3.9	0.98
Sugar maple	1.0	0.2	0.7	0.0	6	10.9	1.6	1.5	10.5	68	-0.9	-4	25.5	71 (N/A)		3.9	4.16
Eastern white pine	1.3	0.3	1.2	0.2	9	5.1	0.7	0.7	4.6	31	-5.3	-20	8.7	30 (N/A)		3.9	1.19
Silver maple	15.3	2.6	7.4	0.7	82	25.3	3.7	3.5	24.3	158	-7.7	-29	75.2	212 (N/A)		3.7	13.24
Eastern redbud	0.5	0.1	0.3	0.0	3	3.3	0.5	0.5	3.1	21	0.0	0	8.3	23 (N/A)		3.2	1.68
Pin oak	9.9	1.7	5.0	0.4	54	20.8	3.0	2.9	19.9	130	-18.2	-68	45.5	116 (N/A)		3.0	8.90
Spruce	1.3	0.3	1.2	0.2	9	5.0	0.7	0.7	4.9	32	-4.4	-16	9.9	34 (N/A)		2.8	2.02
White ash	0.9	0.1	0.6	0.0	5	10.1	1.5	1.4	10.1	64	0.0	0	24.8	69 (N/A)		2.1	7.72
Northern red oak	1.6	0.3	0.8	0.1	9	5.8	0.8	0.8	5.6	36	-2.2	-8	13.5	37 (N/A)		1.9	4.57
Cherry plum	0.2	0.0	0.1	0.0	1	1.0	0.1	0.1	0.9	6	0.0	0	2.6	7 (N/A)		1.9	0.91
Blue spruce	0.5	0.1	0.5	0.1	3	2.1	0.3	0.3	2.0	13	-1.6	-6	4.2	11 (N/A)		1.6	1.51
Swamp white oak	0.5	0.1	0.3	0.0	3	3.7	0.5	0.5	3.4	23	-0.2	-1	9.0	25 (N/A)		1.4	4.21
Norway maple	0.7	0.1	0.4	0.0	4	4.0	0.6	0.6	3.9	25	-0.2	-1	10.2	29 (N/A)		1.4	4.76
Eastern cottonwood	2.8	0.4	1.3	0.1	15	8.4	1.2	1.2	8.0	52	0.0	0	23.4	67 (N/A)		1.4	11.15
Callery pear	0.2	0.0	0.2	0.0	1	2.1	0.3	0.3	1.9	13	-0.1	0	5.0	14 (N/A)		1.2	2.80
Siberian elm	1.6	0.3	0.8	0.1	9	6.7	1.0	0.9	6.3	42	0.0	0	17.8	51 (N/A)		1.2	10.12
Black cherry	1.1	0.2	0.5	0.1	6	4.0	0.6	0.5	3.7	25	0.0	0	10.7	31 (N/A)		1.2	6.11
Ginkgo	0.1	0.0	0.1	0.0	1	1.0	0.1	0.1	0.9	6	0.0	0	2.3	7 (N/A)		1.2	1.30
Northern hawberry	3.5	0.6	1.7	0.2	19	9.2	1.3	1.3	8.7	57	0.0	0	26.4	76 (N/A)		1.2	15.16
Elm	4.7	0.8	2.1	0.2	25	8.4	1.2	1.2	8.1	53	0.0	0	26.6	77 (N/A)		1.2	15.44
Maple	0.3	0.0	0.2	0.0	1	2.0	0.3	0.3	1.8	12	-0.1	0	4.7	13 (N/A)		1.2	2.63
Box oak	1.8	0.3	0.8	0.1	9	5.2	0.8	0.7	5.0	32	0.0	0	14.6	42 (N/A)		0.9	10.48
Black maple	0.8	0.1	0.4	0.0	4	3.4	0.5	0.5	3.3	22	-0.3	-1	8.8	25 (N/A)		0.9	6.20
American elm	1.7	0.3	0.8	0.1	9	4.7	0.7	0.7	4.6	30	0.0	0	13.6	39 (N/A)		0.7	12.95
Mulberry	0.7	0.1	0.3	0.0	4	2.2	0.3	0.3	2.1	14	0.0	0	6.1	17 (N/A)		0.7	5.82
Eastern red cedar	0.0	0.0	0.0	0.0	0	0.2	0.0	0.0	0.2	1	-0.2	-1	0.2	0 (N/A)		0.7	0.16
Norway spruce	1.5	0.3	1.2	0.2	10	2.4	0.4	0.3	2.3	15	-7.1	-27	1.5	-2 (N/A)		0.7	-0.57
Austrian pine	0.6	0.1	0.5	0.1	4	1.8	0.3	0.2	1.7	11	-1.7	-6	3.6	9 (N/A)		0.7	2.89
Broadleaf Deciduous Medium	0.9	0.2	0.5	0.0	5	2.3	0.3	0.3	2.1	14	-0.2	-1	6.4	18 (N/A)		0.7	6.09
Conifer Evergreen Large	0.9	0.2	0.7	0.1	6	2.1	0.3	0.3	2.0	13	-4.0	-15	2.6	-4 (N/A)		0.7	1.35
River birch	2.6	0.4	1.2	0.1	14	4.7	0.7	0.6	4.4	29	-0.6	-1	14.2	41 (N/A)		0.7	13.58
Black walnut	0.6	0.1	0.3	0.0	3	2.7	0.4	0.4	2.6	17	0.0	0	7.0	20 (N/A)		0.5	9.95
White oak	0.8	0.1	0.4	0.0	4	2.0	0.3	0.3	1.9	12	0.0	0	5.8	17 (N/A)		0.5	8.29
American sycamore	1.6	0.3	0.7	0.1	8	3.7	0.5	0.5	3.5	23	0.0	0	10.9	31 (N/A)		0.5	15.71
Oak	0.0	0.0	0.0	0.0	0	0.6	0.1	0.1	0.6	4	0.0	0	1.4	4 (N/A)		0.5	1.93
Eastern hemlock	0.1	0.0	0.1	0.0	0	0.3	0.0	0.0	0.3	2	-0.2	-1	0.6	1 (N/A)		0.2	1.48
Littleleaf linden	0.4	0.1	0.2	0.0	2	1.1	0.2	0.2	1.0	7	-0.2	-1	2.9	8 (N/A)		0.2	8.23
Ash	0.0	0.0	0.0	0.0	0	0.2	0.0	0.0	0.2	1	0.0	0	0.4	1 (N/A)		0.2	1.21
Bowelder	0.1	0.0	0.0	0.0	0	0.5	0.1	0.1	0.5	3	0.0	0	1.2	3 (N/A)		0.2	3.26
Scotch pine	0.2	0.0	0.1	0.0	1	0.6	0.1	0.1	0.6	4	-0.5	-1	1.2	3 (N/A)		0.2	2.82
Birch	0.0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0	0	0.0	0	0.0	0 (N/A)		0.2	0.14
Paper birch	0.0	0.0	0.0	0.0	0	0.5	0.1	0.1	0.4	3	0.0	0	1.1	3 (N/A)		0.2	2.99
Broadleaf Evergreen Small	0.0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0	0	0.0	0	0.1	0 (N/A)		0.2	0.27
Conifer Evergreen Medium	0.2	0.0	0.2	0.0	1	0.6	0.1	0.1	0.6	4	-0.6	-2	1.2	3 (N/A)		0.2	2.89
American maple	0.4	0.1	0.2	0.0	2	1.0	0.1	0.1	0.9	6	0.0	0	2.9	8 (N/A)		0.2	8.35
Plum	0.0	0.0	0.0	0.0	0	0.1	0.0	0.0	0.1	1	0.0	0	0.3	1 (N/A)		0.2	0.71
Red maple	0.0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0	0	0.0	0	0.0	0 (N/A)		0.2	0.13
Citywide total	97.5	16.4	50.4	4.9	534	314.1	45.8	43.7	298.9	1,959	-59.8	-224	811.9	2,268 (N/A)		100.0	5.26

Table 4: Annual Carbon Stored

Windsor Heights

Stored CO2 Benefits of Public Trees

3/31/2020

Species	Total Stored CO2 (lbs)	Total (\$)	Standard Error	% of Total Trees	% of Total \$	Avg. \$/tree
Broadleaf Deciduous	19,718	148	(N/A)	10.2	0.8	3.36
Green ash	359,651	2,697	(N/A)	9.0	15.1	69.16
Pear	29,510	221	(N/A)	7.4	1.2	6.92
Cottonwood	411,640	3,087	(N/A)	6.0	17.2	118.74
Apple	44,493	334	(N/A)	5.8	1.9	13.35
Honeylocust	61,763	463	(N/A)	5.1	2.6	21.06
Lilac	9,005	68	(N/A)	3.9	0.4	3.97
Sugar maple	30,447	228	(N/A)	3.9	1.3	13.43
Eastern white pine	11,160	84	(N/A)	3.9	0.5	4.92
Silver maple	344,577	2,584	(N/A)	3.7	14.4	161.52
Eastern redbud	9,176	69	(N/A)	3.2	0.4	4.92
Pin oak	265,281	1,990	(N/A)	3.0	11.1	153.05
Spruce	8,967	67	(N/A)	2.8	0.4	5.60
White ash	30,409	228	(N/A)	2.1	1.3	25.34
Northern red oak	30,123	226	(N/A)	1.9	1.3	28.24
Cherry plum	3,134	24	(N/A)	1.9	0.1	2.94
Blue spruce	2,341	18	(N/A)	1.6	0.1	2.51
Swamp white oak	9,128	68	(N/A)	1.4	0.4	11.41
Norway maple	12,208	92	(N/A)	1.4	0.5	15.26
Eastern cottonwood	90,994	682	(N/A)	1.4	3.8	113.74
Callery pear	4,420	33	(N/A)	1.2	0.2	6.63
Siberian elm	39,216	294	(N/A)	1.2	1.6	58.82
Black cherry	16,762	126	(N/A)	1.2	0.7	25.14
Ginkgo	1,432	11	(N/A)	1.2	0.1	2.15
Northern hackberry	54,753	411	(N/A)	1.2	2.3	82.13
Elm	160,628	1,205	(N/A)	1.2	6.7	240.94
Maple	3,739	28	(N/A)	1.2	0.2	5.61
Bur oak	59,738	448	(N/A)	0.9	2.5	112.01
Black maple	9,450	71	(N/A)	0.9	0.4	17.72
American elm	35,427	266	(N/A)	0.7	1.5	88.57
Mulberry	10,688	80	(N/A)	0.7	0.4	26.72
Eastern red cedar	89	1	(N/A)	0.7	0.0	0.22
Norway spruce	18,323	137	(N/A)	0.7	0.8	45.81
Austrian pine	3,355	25	(N/A)	0.7	0.1	8.39
Broadleaf Deciduous	15,599	117	(N/A)	0.7	0.7	39.00
Conifer Evergreen La	9,831	74	(N/A)	0.7	0.4	24.58
River birch	42,840	321	(N/A)	0.7	1.8	107.10
Black walnut	19,445	146	(N/A)	0.5	0.8	72.92
White oak	26,129	196	(N/A)	0.5	1.1	97.98
American sycamore	51,886	389	(N/A)	0.5	2.2	194.57
Oak	1,220	9	(N/A)	0.5	0.1	4.57
Eastern hemlock	257	2	(N/A)	0.2	0.0	1.93
Littleleaf linden	8,218	62	(N/A)	0.2	0.3	61.63
Ash	218	2	(N/A)	0.2	0.0	1.64
Boxelder	1,101	8	(N/A)	0.2	0.0	8.26
Scotch pine	1,170	9	(N/A)	0.2	0.0	8.78
Birch	17	0	(N/A)	0.2	0.0	0.13
Paper birch	1,035	8	(N/A)	0.2	0.0	7.76
Broadleaf Evergreen	14	0	(N/A)	0.2	0.0	0.10
Conifer Evergreen Me	1,118	8	(N/A)	0.2	0.0	8.39
Amur maple	6,743	51	(N/A)	0.2	0.3	50.57
Plum	178	1	(N/A)	0.2	0.0	1.33
Red maple	17	0	(N/A)	0.2	0.0	0.13
Citywide total	2,388,777	17,916	(N/A)	100.0	100.0	41.57

Table 5: Annual Carbon Sequestered

Windsor Heights

Annual CO₂ Benefits of Public Trees

3/31/2020

Species	Sequestered (lb)	Sequestered (\$)	Decomposition Release (lb)	Maintenance Release (lb)	Total Released (\$)	Avoided (lb)	Avoided (\$)	Net Total (lb)	Total Standard (\$)	% of Total Trees	% of Total \$	Avg. \$/tree
Broadleaf Deciduous Small	2,292	17	-96	-25	-1	2,198	16	4,370	33 (N/A)	10.2	1.8	0.74
Green ash	21,941	165	-1,726	-99	-14	16,439	123	36,555	274 (N/A)	9.0	15.3	7.03
Pear	3,427	26	-142	-34	-1	3,759	28	7,011	53 (N/A)	7.4	2.9	1.64
Cottonwood	12,817	96	-1,976	-76	-15	12,679	95	23,444	176 (N/A)	6.0	9.8	6.76
Apple	3,181	24	-214	-27	-2	3,272	25	6,212	47 (N/A)	5.8	2.6	1.86
Honeylocust	6,325	47	-297	-34	-2	7,335	55	13,329	100 (N/A)	5.1	5.6	4.54
Lilac	927	7	-44	-10	0	764	6	1,638	12 (N/A)	3.9	0.7	0.72
Sugar maple	3,296	25	-147	-23	-1	3,888	29	7,013	53 (N/A)	3.9	2.9	3.09
Eastern white pine	1,029	8	-54	-21	-1	1,708	13	2,662	20 (N/A)	3.9	1.1	1.17
Silver maple	24,060	180	-1,655	-62	-13	9,009	68	31,353	235 (N/A)	3.7	13.1	14.70
Eastern redbud	1,055	8	-44	-11	0	1,142	9	2,142	16 (N/A)	3.2	0.9	1.15
Pin oak	20,188	151	-1,273	-48	-10	7,362	55	26,228	197 (N/A)	3.0	11.0	15.13
Spruce	974	7	-43	-18	0	1,811	14	2,724	20 (N/A)	2.8	1.1	1.70
White ash	4,131	31	-146	-17	-1	3,746	28	7,714	58 (N/A)	2.1	3.2	6.43
Northern red oak	1,433	11	-145	-14	-1	2,057	15	3,331	25 (N/A)	1.9	1.4	3.12
Cherry plum	328	2	-15	-3	0	348	3	658	5 (N/A)	1.9	0.3	0.62
Blue spruce	269	2	-11	-8	0	734	6	985	7 (N/A)	1.6	0.4	1.05
Swamp white oak	1,506	11	-44	-8	0	1,274	10	2,728	20 (N/A)	1.4	1.1	3.41
Norway maple	1,483	11	-59	-8	-1	1,433	11	2,848	21 (N/A)	1.4	1.2	3.56
Eastern cottonwood	4,193	31	-437	-19	-3	2,943	22	6,680	50 (N/A)	1.4	2.8	8.35
Callery pear	901	7	-21	-5	0	711	5	1,586	12 (N/A)	1.2	0.7	2.38
Siberian elm	2,579	19	-188	-14	-2	2,351	18	4,727	35 (N/A)	1.2	2.0	7.09
Black cherry	917	7	-80	-11	-1	1,384	10	2,210	17 (N/A)	1.2	0.9	3.32
Ginkgo	177	1	-7	-4	0	341	3	508	4 (N/A)	1.2	0.2	0.76
Northern hackberry	2,442	18	-263	-18	-2	3,209	24	5,370	40 (N/A)	1.2	2.3	8.06
Elm	3,337	25	-771	-21	-6	2,980	22	5,525	41 (N/A)	1.2	2.3	8.29
Maple	573	4	-18	-5	0	677	5	1,228	9 (N/A)	1.2	0.5	1.84
Bur oak	2,423	18	-287	-12	-2	1,838	14	3,963	30 (N/A)	0.9	1.7	7.43
Black maple	1,297	10	-45	-6	0	1,233	9	2,478	19 (N/A)	0.9	1.0	4.65
American elm	1,098	8	-170	-9	-1	1,719	13	2,638	20 (N/A)	0.7	1.1	6.59
Mulberry	860	6	-51	-6	0	767	6	1,570	12 (N/A)	0.7	0.7	3.93
Eastern red cedar	27	0	0	-1	0	59	0	84	1 (N/A)	0.7	0.0	0.21
Norway spruce	699	5	-88	-10	-1	868	7	1,470	11 (N/A)	0.7	0.6	3.68
Austrian pine	272	2	-16	-6	0	639	5	889	7 (N/A)	0.7	0.4	2.22
Broadleaf Deciduous Medi	690	5	-76	-5	-1	779	6	1,388	10 (N/A)	0.7	0.6	3.47
Conifer Evergreen Large	487	4	-47	-7	0	744	6	1,176	9 (N/A)	0.7	0.5	2.94
River birch	370	3	-206	-12	-2	1,616	12	1,768	13 (N/A)	0.7	0.7	4.42
Black walnut	1,302	10	-93	-5	-1	945	7	2,149	16 (N/A)	0.5	0.9	8.06
White oak	1,034	8	-125	-5	-1	699	5	1,602	12 (N/A)	0.5	0.7	6.01
American sycamore	1,919	14	-249	-9	-2	1,300	10	2,962	22 (N/A)	0.5	1.2	11.11
Oak	283	2	-6	-2	0	207	2	483	4 (N/A)	0.5	0.2	1.81
Eastern hemlock	53	0	-1	-1	0	94	1	145	1 (N/A)	0.2	0.1	1.08
Littleleaf linden	789	6	-39	-3	0	380	3	1,127	8 (N/A)	0.2	0.5	8.45
Ash	96	1	-2	-1	0	65	0	158	1 (N/A)	0.2	0.1	1.18
Boxelder	181	1	-5	-1	0	173	1	347	3 (N/A)	0.2	0.1	2.60
Scotch pine	116	1	-6	-2	0	216	2	324	2 (N/A)	0.2	0.1	2.43
Birch	5	0	0	0	0	7	0	12	0 (N/A)	0.2	0.0	0.09
Paper birch	209	2	-5	-1	0	159	1	361	3 (N/A)	0.2	0.2	2.71
Broadleaf Evergreen Small	4	0	0	0	0	14	0	18	0 (N/A)	0.2	0.0	0.13
Conifer Evergreen Medium	91	1	-5	-2	0	213	2	296	2 (N/A)	0.2	0.1	2.22
Amur maple	0	0	-32	-4	0	335	3	299	2 (N/A)	0.2	0.1	2.24
Plum	38	0	-1	-1	0	37	0	74	1 (N/A)	0.2	0.0	0.55
Red maple	3	0	0	0	0	7	0	9	0 (N/A)	0.2	0.0	0.07
Citywide total	140,126	1,051	-11,473	-751	-92	110,668	830	238,570	1,789 (N/A)	100.0	100.0	4.15

Table 6: Annual Social and Aesthetic Benefits

Windsor Heights

Annual Aesthetic/Other Benefits of Public Trees

3/31/2020

Species	Total (\$)	Standard Error	% of Total Trees	% of Total \$	Avg. \$/tree
Broadleaf Deciduous Small	119	(N/A)	10.2	0.9	2.71
Green ash	1,958	(N/A)	9.0	14.6	50.21
Pear	192	(N/A)	7.4	1.4	5.99
Cottonwood	1,144	(N/A)	6.0	8.6	44.02
Apple	181	(N/A)	5.8	1.4	7.25
Honeylocust	1,236	(N/A)	5.1	9.2	56.20
Lilac	50	(N/A)	3.9	0.4	2.93
Sugar maple	439	(N/A)	3.9	3.3	25.85
Eastern white pine	256	(N/A)	3.9	1.9	15.05
Silver maple	1,820	(N/A)	3.7	13.6	113.75
Eastern redbud	58	(N/A)	3.2	0.4	4.16
Pin oak	1,522	(N/A)	3.0	11.4	117.09
Spruce	284	(N/A)	2.8	2.1	23.67
White ash	543	(N/A)	2.1	4.1	60.37
Northern red oak	137	(N/A)	1.9	1.0	17.15
Cherry plum	16	(N/A)	1.9	0.1	1.96
Blue spruce	134	(N/A)	1.6	1.0	19.17
Swamp white oak	170	(N/A)	1.4	1.3	28.38
Norway maple	159	(N/A)	1.4	1.2	26.55
Eastern cottonwood	332	(N/A)	1.4	2.5	55.32
Callery pear	108	(N/A)	1.2	0.8	21.52
Siberian elm	206	(N/A)	1.2	1.5	41.16
Black cherry	53	(N/A)	1.2	0.4	10.57
Ginkgo	21	(N/A)	1.2	0.2	4.21
Northern hackberry	312	(N/A)	1.2	2.3	62.30
Elm	227	(N/A)	1.2	1.7	45.32
Maple	104	(N/A)	1.2	0.8	20.82
Bur oak	198	(N/A)	0.9	1.5	49.59
Black maple	191	(N/A)	0.9	1.4	47.86
American elm	156	(N/A)	0.7	1.2	51.97
Mulberry	51	(N/A)	0.7	0.4	16.89
Eastern red cedar	31	(N/A)	0.7	0.2	10.34
Norway spruce	100	(N/A)	0.7	0.7	33.20
Austrian pine	76	(N/A)	0.7	0.6	25.23
Broadleaf Deciduous Medium	71	(N/A)	0.7	0.5	23.52
Conifer Evergreen Large	91	(N/A)	0.7	0.7	30.30
River birch	31	(N/A)	0.7	0.2	10.49
Black walnut	111	(N/A)	0.5	0.8	55.72
White oak	81	(N/A)	0.5	0.6	40.67
American sycamore	133	(N/A)	0.5	1.0	66.60
Oak	43	(N/A)	0.5	0.3	21.64
Eastern hemlock	15	(N/A)	0.2	0.1	15.42
Littleleaf linden	81	(N/A)	0.2	0.6	81.48
Ash	13	(N/A)	0.2	0.1	12.89
Boxelder	27	(N/A)	0.2	0.2	27.10
Scotch pine	32	(N/A)	0.2	0.2	32.32
Birch	3	(N/A)	0.2	0.0	2.74
Paper birch	29	(N/A)	0.2	0.2	28.56

Broadleaf Evergreen Small	0 (N/A)	0.2	0.0	0.50
Conifer Evergreen Medium	25 (N/A)	0.2	0.2	15.23
Amur maple	0 (N/A)	0.2	0.0	0.00
Plum	2 (N/A)	0.2	0.0	2.06
Red maple	0 (N/A)	0.2	0.0	0.04
Citywide total	13.375 (N/A)	100.0	100.0	31.03

Table 7: Summary of Benefits in Dollars

Windsor Heights

Total Annual Benefits of Public Trees by Species (\$)

3/31/2020

Species	Energy	CO ₂	Air Quality	Stormwater	Aesthetic/Other	Total (\$)	Standard Error	% of Total \$
Broadleaf Deciduous Sm	313	33	46	134	119	645	(N/A)	1.3
Green ash	2,029	274	349	2,564	1,958	7,175	(N/A)	14.9
Pear	530	53	78	217	192	1,068	(N/A)	2.2
Cottonwood	1,498	176	285	2,076	1,144	5,179	(N/A)	10.7
Apple	433	47	74	238	181	973	(N/A)	2.0
Honeylocust	902	100	143	803	1,236	3,185	(N/A)	6.6
Lilac	109	12	17	54	50	242	(N/A)	0.5
Sugar maple	472	53	71	352	439	1,387	(N/A)	2.9
Eastern white pine	239	20	20	362	256	898	(N/A)	1.9
Silver maple	1,100	235	212	2,303	1,820	5,670	(N/A)	11.7
Eastern redbud	153	16	23	64	58	315	(N/A)	0.7
Pin oak	911	197	116	1,447	1,522	4,193	(N/A)	8.7
Spruce	212	20	24	343	284	883	(N/A)	1.8
White ash	405	58	69	377	543	1,453	(N/A)	3.0
Northern red oak	253	25	37	236	137	688	(N/A)	1.4
Cherry plum	44	5	7	19	16	92	(N/A)	0.2
Blue spruce	98	7	11	138	134	387	(N/A)	0.8
Swamp white oak	169	20	25	118	170	503	(N/A)	1.0
Norway maple	175	21	29	135	159	519	(N/A)	1.1
Eastern cottonwood	368	50	67	573	332	1,390	(N/A)	2.9
Callery pear	99	12	14	64	108	296	(N/A)	0.6
Siberian elm	301	35	51	339	206	932	(N/A)	1.9
Black cherry	179	17	31	93	53	372	(N/A)	0.8
Ginkgo	45	4	7	25	21	102	(N/A)	0.2
Northern hackberry	405	40	76	509	312	1,341	(N/A)	2.8
Elm	369	41	77	742	227	1,456	(N/A)	3.0
Maple	89	9	13	58	104	274	(N/A)	0.6
Bur oak	227	30	42	359	198	856	(N/A)	1.8
Black maple	147	19	25	121	191	503	(N/A)	1.0
American elm	197	20	39	199	156	611	(N/A)	1.3
Mulberry	102	12	17	57	51	239	(N/A)	0.5
Eastern red cedar	8	1	0	11	31	51	(N/A)	0.1
Norway spruce	107	11	-2	330	100	546	(N/A)	1.1
Austrian pine	74	7	9	126	76	290	(N/A)	0.6
Broadleaf Deciduous M	104	10	18	122	71	326	(N/A)	0.7
Conifer Evergreen Large	86	9	4	208	91	398	(N/A)	0.8
River birch	213	13	41	306	31	604	(N/A)	1.3
Black walnut	115	16	20	147	111	409	(N/A)	0.8
White oak	88	12	17	153	81	351	(N/A)	0.7
American sycamore	164	22	31	298	133	648	(N/A)	1.3
Oak	26	4	4	21	43	98	(N/A)	0.2
Eastern hemlock	14	1	1	16	15	48	(N/A)	0.1
Littleleaf linden	50	8	8	64	81	213	(N/A)	0.4
Ash	9	1	1	4	13	29	(N/A)	0.1
Boxelder	22	3	3	20	27	75	(N/A)	0.2
Scotch pine	24	2	3	42	32	103	(N/A)	0.2
Birch	1	0	0	0	3	4	(N/A)	0.0
Paper birch	21	3	3	16	29	71	(N/A)	0.1

Broadleaf Evergreen Sm	2	0	0	1	0	4 (N/A)	0.0
Conifer Evergreen Medi	25	2	3	42	25	97 (N/A)	0.2
Amur maple	46	2	8	32	0	89 (N/A)	0.2
Plum	5	1	1	2	2	11 (N/A)	0.0
Red maple	1	0	0	0	0	2 (N/A)	0.0
Citywide Total	13,779	1,789	2,268	17,080	13,375	48,292 (N/A)	100.0

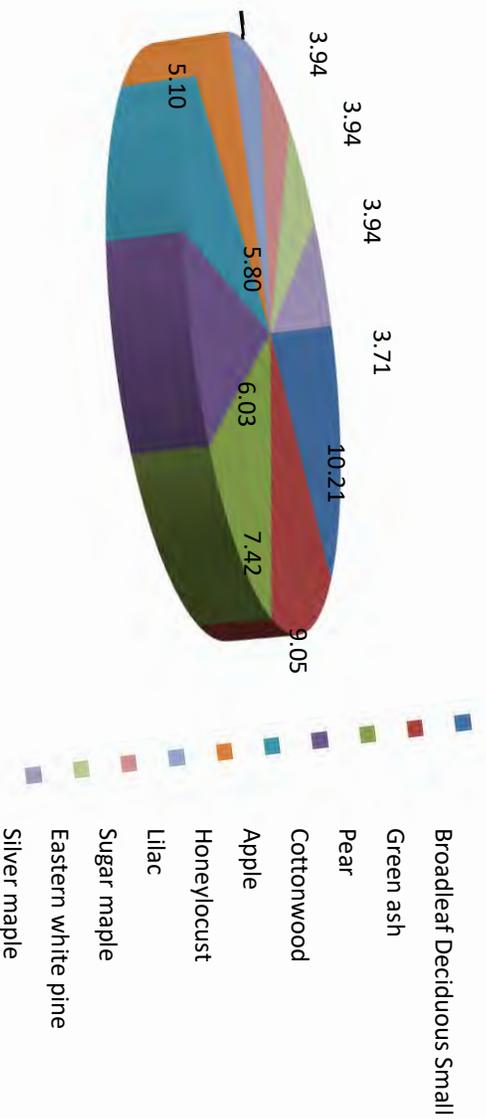


Figure 1: Species Distribution

Relative Age Distribution of Top 10 Public Tree Species (%)

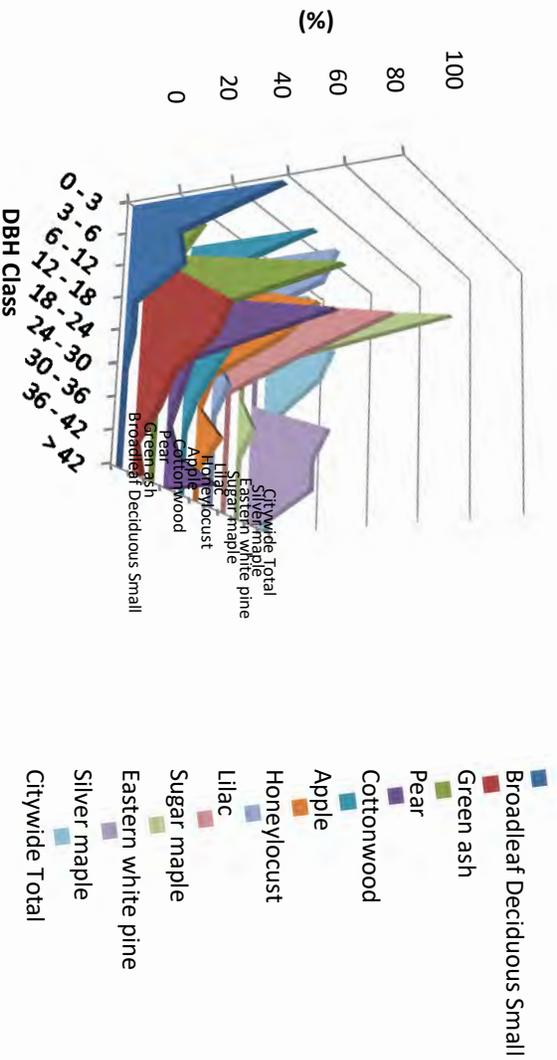


Figure 2: Relative Age Class



Figure 3: Foliage Condition

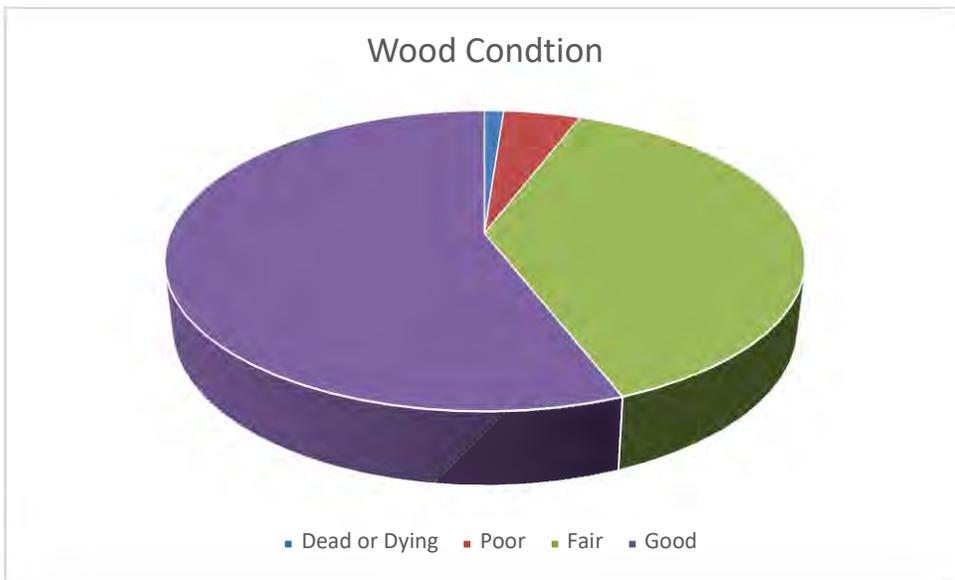


Figure 4: Wood Condition

Canopy Cover of Public Trees (Acres)

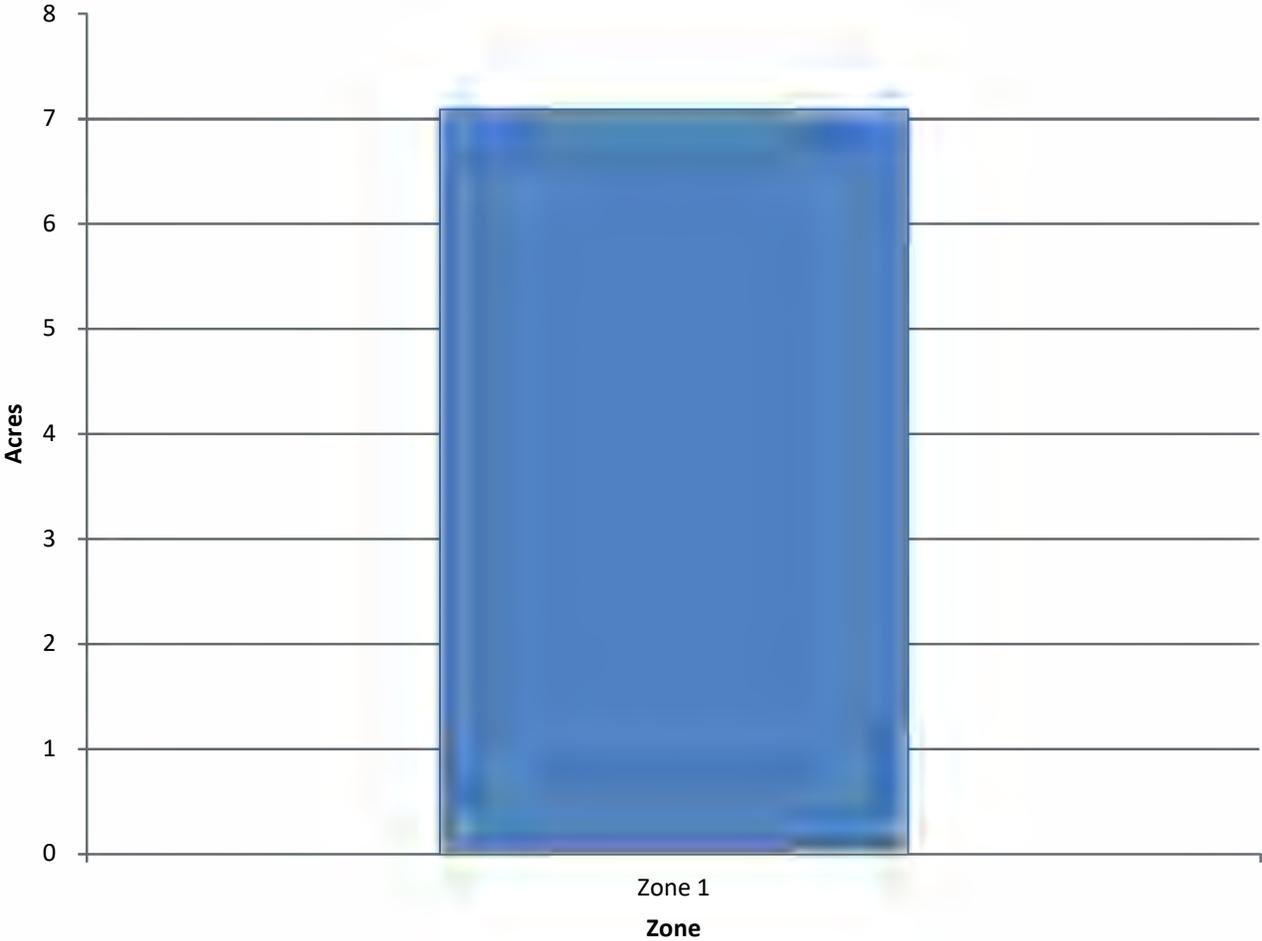


Figure 5: Canopy Cover in Acres

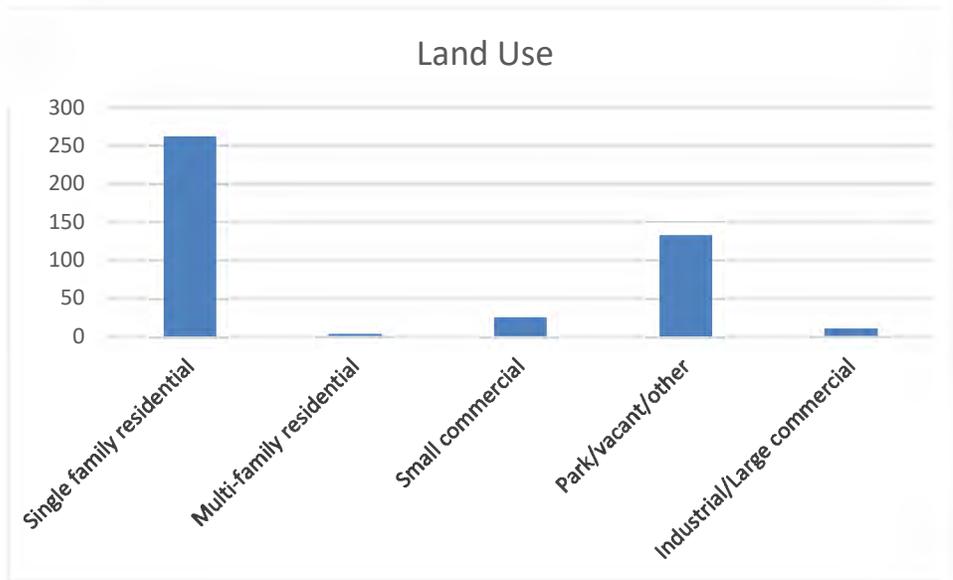


Figure 6: Land Use of city/park trees

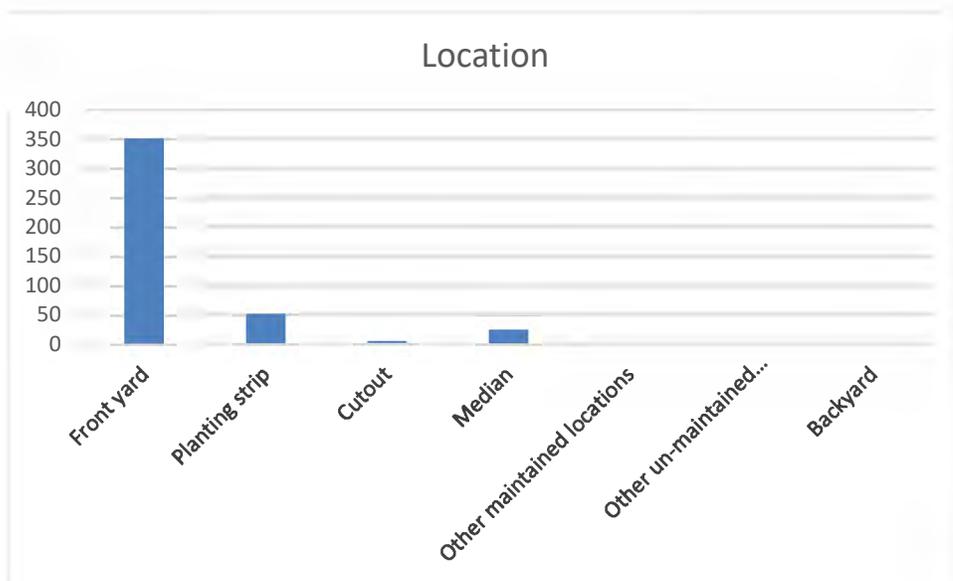


Figure 7: Location of city/park trees

Appendix B: ArcGIS Mapping

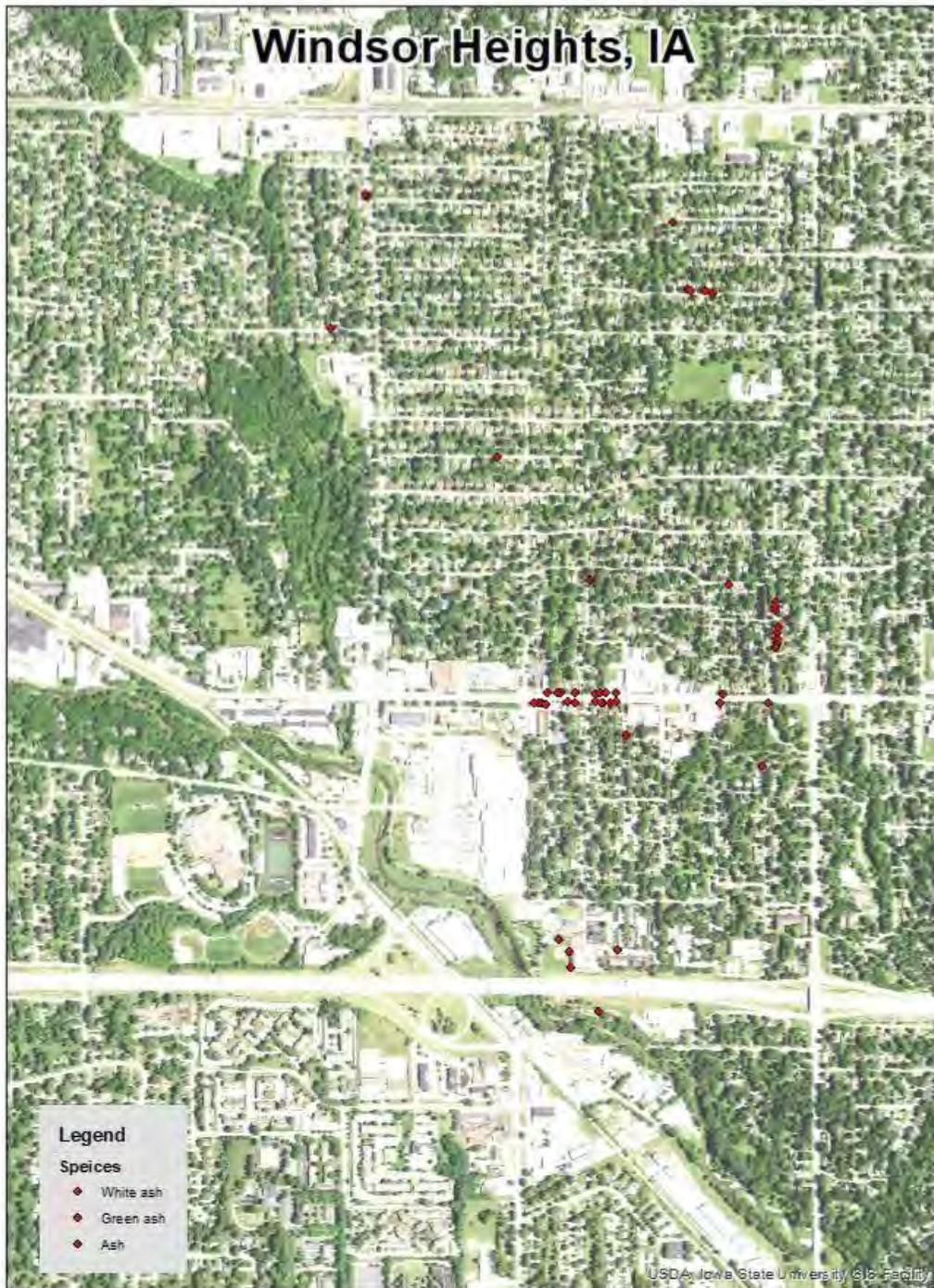


Figure 1: Location of Ash Trees

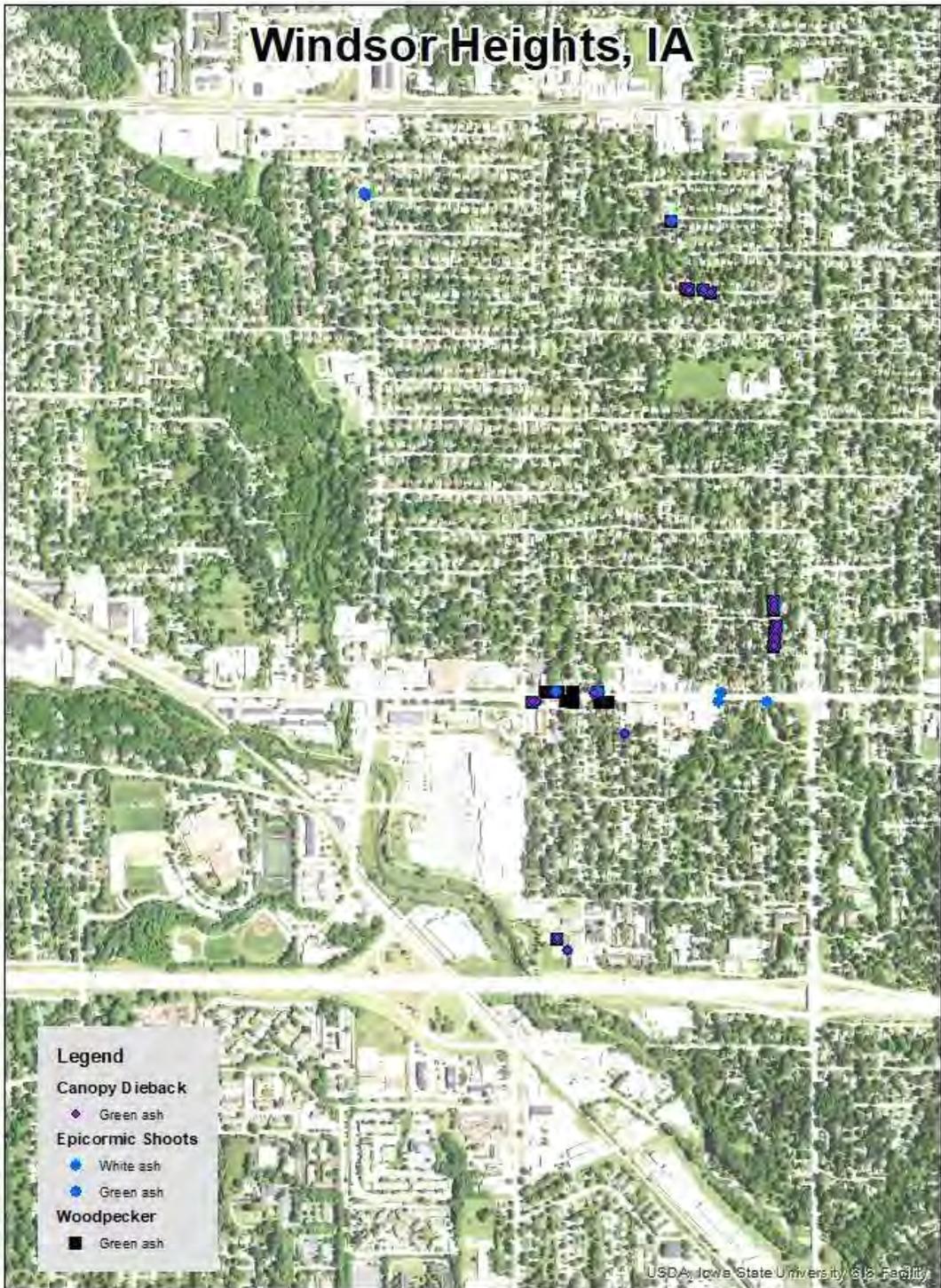


Figure 2: Location of EAB symptoms



Figure 3: Location of Poor Condition Trees



Figure 4: Location of Trees with Recommended Maintenance



Figure 5: Maintenance Tasks *City ownership of the trees recommended for removal should be verified prior to any removal*

Appendix C: Windsor Heights Tree Ordinances

CHAPTER 151

TREES AND VEGETATION

151.01 Definitions 151.12 Obstruction of Enforcement 151.02 Planting Restrictions 151.13
Permit to Plant in Streets 151.03 Vision Clearance at Street Intersections 151.14 Trees

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Assessment for Planting or Care of

151.04 Assessment 151.15 Planting New Trees; Assessment 151.05 Shrubs Unauthorized
Interference with Trees or

151.16 Schedule of Assessments

151.06 Hitching or Anchoring Articles to Trees 151.17 Filing Assessment Schedule for
Public

Inspection 151.07 Permission for Permanent Anchorage 151.18 Objections to Assessment
Schedule 151.08 Guying Poles to Trees in Case of Emergency 151.19 Adoption of

Assessment Schedule 151.09 Permit to Remove Trees for Construction Purposes

151.20 Certifying Assessment Schedule for Collection 151.10 Protection During Excavation
or Construction 151.21 Dead and Diseased Trees 151.11 Tree Trim Specifications

151.01 DEFINITIONS.

For use in this chapter, the following terms are defined:

1. "Parking" means that part of the street, avenue, or highway in the City not covered by sidewalk and lying between the lot line and the curb line or, on unpaved streets, that part of the street, avenue, or highway lying between the lot line and that portion of the street usually traveled by vehicular traffic.
2. "Superintendent" means the Public Works Director or such other person as may be designated by the Council.
3. "Tree" means any woody perennial plant having a single, elongate main stem with few or no branches on its lower part and shrubs of arborescent form but does not include any shrub that is less than fifteen (15) feet in height.

151.02 PLANTING RESTRICTIONS.

No tree shall be planted in any street or parking unless a permit is issued pursuant to Section 151.13 of this chapter.

151.03 VISION CLEARANCE AT STREET INTERSECTIONS.

On a corner lot where setback or side yard exists, no fence, wall, shrubbery, ground, sign, billboard, marquee, or other obstruction to vision between a height of 2 feet and 10 feet above the centerline grade of intersecting streets shall be erected, placed, planted, allowed to grow, or maintained within the triangular yard space formed by the intersecting street

lines and a line joining points on such street lines 25 feet from the point of intersection of the streets. Public utility poles and existing trees trimmed from the ground level to a height of 10 feet shall not be considered obstructions to vision.

151.04 ASSESSMENT.

If the abutting property owner fails to trim the trees as required in this chapter, the City may serve notice on such property owner requiring said property owner to do so within five (5) days. If said

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owner fails to trim the trees within that time, the City may perform the required action and assess the costs against the abutting property for collection in the same manner as a property tax.

(Code of Iowa, Sec. 364.12[2d & e])

151.05 UNAUTHORIZED INTERFERENCE WITH TREES OR SHRUBS.

No person shall remove, prune, cut, molest, break, deface, destroy, spray, repair, or do surgery work upon any tree or part thereof, or in any manner interfere with, disturb, or injure any tree, shrub, or plant, upon parking or the public property of the City. No person shall permit any chemical, either solids or fluids, to seep, drain, or be emptied on or about any tree, shrub, or plant that is now or may hereafter be growing upon any public property of the City, without first obtaining a permit from the City Administrator.

151.06 HITCHING OR ANCHORING ARTICLES TO TREES.

No person shall hitch or fasten any animal to any tree or shrub, or fasten to the same, for the purpose of anchorage, any wire, rope, chain or cable, nor shall any person nail, tie, or in any manner fasten any card, sign, poster, board, or any other article to any tree, shrub or plant that is now or may hereafter be growing upon any parking or public property of the City.

151.07 PERMISSION FOR PERMANENT ANCHORAGE.

Permission may be granted by the City Administrator for permanent anchorage to trees if good practice in line construction indicates the desirability and the elimination of stubs or poles will result by so doing.

151.08 GUYING POLES TO TREES IN CASE OF EMERGENCY.

In the event of storms or other emergencies, poles may be guyed temporarily to trees.

151.09 PERMIT TO REMOVE TREES FOR CONSTRUCTION PURPOSES.

Any person desiring to remove a live tree standing on a street or parking thereof for construction of walks, drives, buildings, or any other structures for his or her own gain or purposes shall first obtain a permit from the City Administrator. If a permit is issued, the permittee must pay the cost of removal of such trees and shrubs, or the permittee may remove the same at permittee's own expense.

151.10 PROTECTION DURING EXCAVATION OR CONSTRUCTION.

All trees, shrubs, or plants within the limits of any street, parking, or other property of the City near any excavation or construction of any building or structure shall be guarded with a good substantial frame or box not less than four feet square and six feet high. All building material or other debris shall be kept at least three feet from any tree, shrub, or plant.

151.11 TREE TRIM SPECIFICATIONS.

1. Any person trimming trees or causing trees, bushes, and other plants to be trimmed under the authority of this section or sections of this Code pertaining to utility franchises, if the entity wishing to trim is not itself the owner, shall:

A. Cause written notice to be given to the owner, occupant, or person in control of the property at least 15 days prior to any trimming; provided, however, notice shall not be required if trimming is necessary to restore electrical service or relieve a public emergency resulting from storm, accident, similar casualty, or other cause which immediately threatens electrical service or public safety. The notice shall state the nature of the trimming to be performed, the person's right to trim the tree, shrubbery, bush, or other plants, the date when such trimming must be completed if the owner desires to do the trimming, and whether an assessment or charge will be imposed by such person for trimming the tree, bush, or other plant.

B. Trim trees, bushes, and plants to the extent necessary to remove obstruction to protect lives and property.

C. Employ persons skilled in tree trimming so that the life and general aesthetic qualities of the tree are preserved.

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2. The owner of any tree, shrub, or plant protruding into or overhanging a street or sidewalk shall trim the branches thereof to remove any obstruction of the view of any street lamp, street sign, traffic control device, or street intersection. A clear space of ten feet above the surface of a street or sidewalk must be maintained. All trimming shall conform to the specifications in subsection 1 of this section and to those required pursuant to the City's Traffic Code.

3. The City Administrator may order the removal of any tree, shrub, or plant or any part thereof which does not conform to the specification of subsection 2 of this section. Notice shall be given to the owner of the property as set forth in subsection 1 of this section. If the owner, occupant, or person in control fails to comply with the notice, the City Administrator shall cause the obstructing branches or foliage to be removed and shall submit the costs incident to the service of notice and removal to the City Council, which shall certify the same to the county auditor for collection with and in the same manner as general property taxes. Provided, however, in the event the City Administrator determines that a hazardous condition exists which constitutes an immediate danger to public safety because of the extensive nature or location of an obstruction caused by any tree, shrub, plant, or any part thereof, the City Administrator may cause the removal thereof forthwith without notice; and in such event, costs may be assessed in the same manner as provided above, after notice to the property owner and opportunity for hearing before the City Council is given.

4. Except as provided by subsection 3 of this section, no tree, bush, or shrub shall be removed without the written consent of the owner of the property upon which the tree, bush, or shrub is located.

5. Nothing in this section shall be construed to affect the rights of a landowner as against a neighboring landowner.

151.12 OBSTRUCTION OF ENFORCEMENT.

No person shall hinder, obstruct, or otherwise interfere with the Superintendent or his/her representatives while engaged in carrying out the provisions of this chapter.

151.13 PERMIT TO PLANT IN STREETS.

1. No person shall plant or set out any tree, shrub, or plant in or on any parking, public highway, or street or other City property without first obtaining a permit from the City Administrator, which permit shall designate where such plantings may be done.

2. The permit shall be denied if such planting is likely to create a public danger or nuisance and shall not provide the permittee with any guarantee or assurance that the tree, shrub, or plant will be protected from subsequent trimming or destruction if such is required for health, welfare, or safety of the City's residents.

151.14 ASSESSMENT FOR PLANTING OR CARE OF TREES.

The cost of planting, pruning, caring for, removing, or maintaining trees and shrubs, in whole or in part, upon the parking or public streets of the City may be assessed against the lots and parcels of land in front of which such trees or shrubs are planted and maintained.

151.15 PLANTING NEW TREES; ASSESSMENT.

No plantings of new trees or shrubs shall be made and assessed against the abutting property owners except by action of the City Council. Notice of a proposal to plant new trees or shrubs must be made by publication in two newspapers of general circulation in the City 15 days prior to final action thereon.

151.16 SCHEDULE OF ASSESSMENTS.

The cost of planting new trees and shrubs and the maintenance thereof, including removals and partial removal of trees and shrubs, shall be certified to the City Council by the Superintendent in a scheduled form setting forth the nature of the work done, the amount of the special assessment, the lots of specific portions thereof against which assessed, and the names of the owners thereof as far as practicable.

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151.17 FILING ASSESSMENT SCHEDULE FOR PUBLIC INSPECTION.

A schedule of assessments for planting of new trees and shrubs and maintenance, including removals and partial removal of trees and shrubs, shall be filed with the Clerk for public inspection.

151.18 OBJECTIONS TO ASSESSMENT SCHEDULE.

Before final adoption of the schedule of assessments provided for in this chapter, the City Council shall give notice by two publications in each of two newspapers published in the City, stating that the schedule is on file in the office of the City Clerk and that within 20 days after the first publication all objections thereto or to the prior proceedings, on account of errors, irregularities or inequalities, must be made in writing and filed with the Clerk.

151.19 ADOPTION OF ASSESSMENT SCHEDULE.

After the expiration of the 20-day period mentioned in Section 151.18 of this chapter, the City Council shall consider objections to the schedule of assessments, make the necessary corrections, and make, approve, and adopt the special assessments as shown in the schedule.

151.20 CERTIFYING ASSESSMENT SCHEDULE FOR COLLECTION.

Upon final adoption of special assessments as shown in the schedule of assessments, the City Council shall cause the same to be certified to the County Treasurer with directions that the cost of the improvements or services as scheduled shall be assessed against the parcels of property designated therein, in the amounts set forth thereby, and that such amounts shall be collected as other special assessments.

151.21 DEAD AND DISEASED TREES.

1. Right to Enter, Test, and Inspect. The Public Works Director shall enforce the provisions of this section. To secure enforcement hereof, the Superintendent shall have the right and is hereby empowered to enter upon the property of any person within the City for the purpose of testing, inspecting, and obtaining samples of any trees, brush, wood, or debris thereon.

2. Permitting Dead or Diseased Trees or Plants to Stand.

A. No property owner shall maintain or permit to stand upon his or her property any tree, shrub, plant or part thereof which is dead, diseased, or so damaged as to be a menace to public safety.

B. When the Superintendent determines that any tree, shrub, plant or part thereof is dead, diseased, or so damaged as to be a menace to public safety, the Superintendent may request the City Council to direct the property owner to remove the same within thirty (30) days, or to appear before the City Council for hearing on the matter during said period to show cause why the tree, shrub, plant or the appropriate part thereof should not be removed by the City with the cost of removal assessed against the property owner. Such notice to show cause and notice of the proposed City Council action shall be by certified mail to the property owner of record.

C. If, after hearing, the City Council approves removal, the Clerk shall send a copy of the resolution by certified mail to the property owner directing such removal within 30 days or the City shall remove and assess the cost of removal against the property owner.

3. Removal of Trees, Shrubs, and Plants. The Superintendent may remove or cause to be removed all trees, shrubs, plants or parts thereof upon the public streets or highways or other City property within the City when removal shall be beneficial to the public peace, health, and safety, or for public improvements or if such trees, shrubs, or plants constitute a public nuisance or are dead or diseased, or detrimental to the growth of adjacent trees, plants, or shrubs growing in the public streets or other City property.

4. Removal of Trees Infected with Dutch Elm Disease or Oak Wilt.

A. In accordance with Section 364.12 of the *Code of Iowa*, any owner, occupant, or person in control of any property shall remove from such property, at his or her own expense, any tree, brush, wood, or debris infected with Dutch elm disease or oak wilt or any dead oak or elm which retains bark,

when so notified by the Superintendent. The Superintendent shall cause to be mailed to such owner, occupant, or person in control written notice that said person may appear before the City Council at an appointed time not less than fourteen (14) days from the date of mailing to show cause why the infected tree, brush, wood, or debris should not be declared a public nuisance. At that meeting the City Council may resolve and declare the same to be a public nuisance and may order its removal by the owner, occupant, or person in control within thirty (30) days from the date of service of a copy of the resolution and order on the owner, occupant, or person in control; provided however, upon timely receipt of a request in writing from the property owner showing inability to perform, hardship, or other good cause, the City Administrator may grant an extension of time to a maximum of an additional thirty (30) days for said removal by the owner, occupant or other person. No extension of time exceeding sixty (60) days may be granted without prior approval by the City Council.

B. If the owner, occupant, or person in control fails to comply with the resolution and order of the City Council to so remove previously specified public nuisance, the Superintendent shall cause that public nuisance to be removed and shall submit the costs incident to the service and removal to the City Council, which shall certify the same to the County Treasurer for collection with and in the same manner as general property taxes.

5. Diseased Tree Inspection Fees.

A. Fees for the City inspection of a tree or trees shall be paid to the City Treasurer in an amount set by resolution of the City Council, provided fees for inspections not requested by the owner or the owner's representative shall be assessed only against those trees showing evidence of disease which requires removal of the tree.

B. For the purpose of this section, "private property" is defined as property not owned by the City.

The State of Iowa is an Equal Opportunity Employer and provider of ADA services.

Federal law prohibits employment discrimination on the basis of race, color, age, religion, national origin, sex or disability. State law prohibits employment discrimination on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability. State law also prohibits public accommodation (such as access to services or physical facilities) discrimination on the basis of race, color, creed, religion, sex, sexual orientation, gender identity, religion, national origin, or disability. If you believe you have been discriminated against in any program, activity or facility as described above, or if you desire further information, please contact the Iowa Civil Rights Commission, 1-800-457-4416, or write to the Iowa Department of Natural Resources, Wallace State Office Bldg., 502 E 9th St, Des Moines IA 50319.

If you need accommodations because of disability to access the services of this Agency, please contact the Director at 515-725-8200.

Directions for Using ArcGIS Tree Inventory Viewer

Open the following link:

www.iowadnr.gov/urbanforestry

Click and hold your mouse to adjust the map so that your community is in the middle of your computer screen. Click the plus (+) button at the top left corner of the screen as many times as necessary to zoom into your community. Yellow dots representing inventoried trees will appear and become smaller as you continue to zoom in.

To look at information for individual trees or groups of trees:

1. Zoom in and adjust the map until you find the tree or area of your community that you are looking for.
2. Move your cursor arrow above the tree you would like to view and click on the yellow dot; a small window containing information for that tree will appear. *(NOTE: If you click on the dot and a small box with a "Roads" heading appears, close this box and zoom out slightly by clicking on the minus (-) button at the top left of the screen. Continue to zoom out until clicking on the dot brings up the tree data).*

To close this window and go back to the map, click on the "x" at the top right corner of the window.

To view trees with a common feature (species, size, or leaf condition, for example):

1. Click on the up arrow in the small gray tab at the bottom of the screen; a rectangular box will appear in roughly the bottom third of the screen.
2. Click on the "Tree Inventory" tab at the top left corner of this box (next to the "Roads" tab).
3. Click on the "Options" tab that appears just below and to the left of this; scroll down and click on "Filter." A box will appear in the middle of the screen.
4. Click on "Add a filter expression." Three fields will appear-
 - a. In the first field, click on the arrow and select the feature you'd like to observe from the list of options;
 - b. Use the second field to define how you'd like your data to relate to the first field - for instance, you could choose "Species" in the first field and "is" or "is not" in the second field depending on whether you want to view only one particular species or to view everything BUT that species;

- c. Once you've selected options for the first two fields, a unique set of options should appear in the third field. Select which characteristic you'd like and then click on "OK" in the bottom right corner of the window.

The box in the middle of the screen will disappear and the map will refresh so that only the trees with that particular set of features appear.

To go back to the main map, first click on "Options" and "Filter" to bring the box with the features that you've selected back to the middle of the screen. Click on the "x" to the right of the third field; once the fields disappear, click on the down arrow on the small gray tab, which is now located at the top of the rectangular box. This will collapse the box and bring the map back to full screen with all trees displayed.

To view trees with more than one shared feature (i.e. Green Ash trees with a DBH over 42"):

1. Click on the small gray tab, click on "Tree Inventory," click on "Options" and scroll down and click "Filter" just like above.
2. Click on "Add filter expression" twice; this will bring up two sets of data fields.
3. A small drop box will appear just below the word "expression". Select "All" from this box. Enter the information you'd like to observe for the first characteristic (Species – is – Green ash) in the first line of data fields and the information for the second characteristic (DBH – is – >42) in the second line.
4. Click "OK." The map should refresh so that only Green ash with a DBH over 42" will appear.

To view locations of trees with different sets of characteristics (i.e. Green ash trees and white ash trees):

1. Complete steps 1 and 2 from the "shared feature" action, but then select "**Any**" from the small drop down menu instead of "All."
2. Select "Species – is – Green Ash " in the first field and "Species – is – White ash" in the second field.
3. Click "OK;" the map should refresh so that all of the green ash AND white ash in your community will appear.

City code chapter 151.21 states that no dead or diseased trees within the City shall be permitted to stand. With the emerald ash borer in the Des Moines metro, it is only a matter of time before all ash trees in the City must be removed.

I've started receiving complaints about dead or dying ash trees on private property. Nearly all of the people that I've talked to are not in a place to be able to afford a \$2,000-\$5,000 tree removal. They have asked if the City has any kind of assistance program to help people remove their ash trees. There is currently no assistance program in place and no other metro area communities have a program to provide assistance for trees located on private property.

If it is the will of the council, I can put together a draft program with whatever funding levels and rules that you'd like. I would bring this draft back to the council for further consideration.

From: [Mark Arentsen](#)
To: [Travis Cooke](#)
Subject: FW: Agenda Items - August 3rd
Date: Thursday, July 30, 2020 7:06:29 PM
Attachments: [image002.png](#)
[image003.png](#)



Mark Arentsen
Interim City Administrator
City of Windsor Heights
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From: Mark Arentsen
Sent: Thursday, July 30, 2020 12:01 PM
To: Dalton Jacobus <djacobus@windsorheights.org>; Susan Skeries <susan.skeries@windsorheights.org>; Mike Loffredo <mike.loffredo@windsorheights.org>; Joseph Jones <joseph.jones@windsorheights.org>; Mike Jones <mike.jones@windsorheights.org>; Threase Harms <Tharms@windsorheights.org>; Dave Burgess <dburgess@windsorheights.org>
Cc: Matt Brick <Matt.Brick@brickgentrylaw.com>; Erin Clanton <Erin.Clanton@brickgentrylaw.com>; Chad McCluskey <cmcluskey@windsorheights.org>; Rachelle Swisher <rswisher@windsorheights.org>; Travis Cooke <tcooke@windsorheights.org>; Whitney Tucker <wtucker@windsorheights.org>
Subject: RE: Agenda Items - August 3rd

I believe that the Emerald Ash Borer (EAB) situation is going to become a bigger problem for at least the next couple years. EAB has been around for a couple years now, so the damage that it's created is becoming more obvious and problematic. I received a complaint about two weeks ago from a property owner who said that branches from an absentee neighboring property owners trees were continuing to drop on his property and he was constantly having to pick them up before mowing his yard. City Code section 151.21 (1) states that the Public Works Director is responsible for dealing with dead or diseased trees. Dalton contacted the property owner with the problem trees. Dalton tells that the property owner was not happy with having to deal with this issue, and I can understand why. There are three large dying ash trees that are dropping branches. City Code section 151.21 (2) (B) states that the Public Works Director may request that the City Council require removal of problem trees within 30 days. If the owner fails to remove the tree, the City can arrange for the work and bill the property owner. Dalton's guess number for removing these three trees is \$20,000. The prospect of having to spend that amount in a short period of time would be a problem for most people.

In order to be fair to people with problem trees and still work to eliminate the problems these trees cause, I think it would be good to make some changes to the current provisions in the City Code regarding dead or diseased trees. I believe diseased tree owners should be given more time to completely remove the trees. It makes sense to me to require that branches that endanger property or fall on neighboring properties be removed within a month or two. This alone can be several thousand dollars of expense. Once these are removed, removal of the trunk or other large sections of the tree that don't endanger property could be delayed for a year or two. This could leave some odd looking tree hulks for a while, but I'm personally not a believer in requiring property owners to expend a significant amount to remove entire trees in a short time once the dangerous aspects of the tree have been taken care of. Because this will become a larger problem for the entire metro area in the coming years, it may not even be possible to find contractors who can deal with these situations within a month. I don't think the City should be viewed as forcing people into situations where contractors bid up the price because they know that the property owners are subject to some type of action from the City. As long as people can prove that they're making an honest effort to take care of the problem, I believe the City should be flexible with imposing penalties.

One way the City could help with this is to fund removal of problem trees if property owners agree to be assessed for the work. This concept is already reference in Section 151.21 (2) (b). My thought is that property owners would petition the City for this work, rather than go through the somewhat negative process describe in 151.21 (2) (b). The City Attorney would need to determine the process for this and perhaps there is no alternative to following the process set out in 151.21 (2) (b). I believe that property owners would appreciate the option of assistance from the City that wouldn't have a punitive tone to it.



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From: Dalton Jacobus <djacobus@windsorheights.org>

Sent: Thursday, July 30, 2020 8:47 AM

To: Susan Skeries <susan.skeries@windsorheights.org>; Mike Loffredo <mike.loffredo@windsorheights.org>; Joseph Jones <joseph.jones@windsorheights.org>; Mike Jones <mike.jones@windsorheights.org>; Threase Harms <Tharms@windsorheights.org>; Dave Burgess <dburgess@windsorheights.org>

Cc: Mark Arentsen <marentsen@windsorheights.org>

Subject: Agenda Items - August 3rd

Good morning,

There are three items on the August 3rd agenda that relate to trees that I want you to have a heads up on before the agenda and packet comes out.

1. Urban Forestry Management Plan
 - a. The DNR did an inventory on all City owned street trees and then put together a plan with recommendations for maintenance.
 - b. They did this work free of charge.
 - c. Staff from the DNR will be on the zoom call on Monday night to present an overview of their plan.
 - d. Attached is the plan for review.
 - e. Action needed: receive and file.
2. City Owned Ash Tree Management Plan
 - a. One of the items in the DNR's urban forestry management plan are recommendations for our ash trees. Before we received the DNR report, I checked all of our ash trees and put together a list of trees that needed removed. The DNR's report is recommending removal of the same trees that I thought needed to come done.
 - b. This is listed on the agenda separately because I want to make sure that it is the will of the council before I start getting quotes to have the work done.
 - c. Action needed: discussion and direction.
3. Private Property Ash Tree Assistant Program
 - a. There are many ash trees located on private property in Windsor Heights that are also dying because of the EAB.
 - b. I am getting many complaints about these dead or dying trees. All of the property owners that I've talk to about these trees have asked if the City has any program to assist with their removal. We currently do not, and neither do any other metro area communities. There has been enough interest in this that I am bringing it to you all for discussion. If it's something you're interested in I can put together a draft program and application for consideration at a future council meeting.
 - c. It's always difficult spending public money on private property, but I think that the argument could be made that this prevents blighted neighborhoods and encourages owner occupation instead of increasing the stock of rental houses.
 - d. Action needed: discussion and direction

Let me know if you've got any questions about this stuff prior to Monday and I'll get you answers. Items two and three are really on the agenda so you all can have a discussion about what the best way forward looks like.

Dalton Jacobus
Public Works Director
City of Windsor Heights



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STAFF REPORT
CITY COUNCIL
August 3, 2020

TO: CITY COUNCIL

FROM: Whitney Tucker

SUBJECT: Consideration of Resolution No. 2020-99 - A Resolution Allowing the Temporary Policy for Community Center Rental Reimbursements Due to the Public Health Threat of the COVID-19 Pandemic

GENERAL INFORMATION

Temporary Policy for Community Center Rental Reimbursements as a Result of the COVID – 19 pandemic.

SUMMARY

At the 20 July 2020 City Council meeting, Council voted to approve Resolution No. 2020-92 extending the Temporary Policy for Community Center Rental Reimbursements as a Result of the COVID – 19 Pandemic.

This Resolution approved the complete closure of the Community Center from July 21st until August 4th. The resolution also allowed for the reimbursement of fees for rentals scheduled through the remainder of 2020 to voluntarily cancel their events and receive a full refund.

Staff and the City Council agreed that it would be best to have the closure of the Community Center be a recurring agenda item until the pandemic was under control.

At this time, staff is recommending that the City Council approve extending the mandatory closure date to August 18th and continuing the optional cancellations and refunds through the remainder of 2020.

Mandatory closure of the Community Center through August 18th may result in reimbursements totaling in \$275 because all but one reservation in this time frame has already been refunded or rescheduled. The City has refunded \$33,998.13 from the previous closure and individual requests for refunds.

ATTACHMENTS

1. Resolution No. 2020-99 Coronavirus Policy CEC Closure - Resolution

RESOLUTION 2020-99

**A RESOLUTION ALLOWING THE TEMPORARY POLICY FOR COMMUNITY CENTER
RENTAL REIMBURSEMENTS DUE TO THE PUBLIC HEALTH
THREAT OF THE COVID-19 PANDEMIC.**

WHEREAS, THE Council has requested a temporary exception to the 'no-refund' policy for the Community Center as result of the COVID – 19 pandemic due to rising case numbers in Polk County;

WHEREAS, the CDC has recommended older adults and people with severe underlying chronic medical conditions avoid crowds and public gatherings;

WHEREAS, the WHO has named COVID-19 a pandemic;

WHEREAS, the City Council wishes to extend the closure of the Community Center through 8/18/20 and refund fees to the Community Center renters

WHEREAS, fees for rentals of the Community Center scheduled for the remainder of 2020 will be refunded upon request of the renter.

WHEREAS, the City has reimbursed **\$33,998.13** in fees from the previous closure and individual refund requests.

WHEREAS, the total amount reimbursed by the City for the period between 8/5/20 and 8/18/20 could reach **\$275** as all but one reservation in this time period has received a refund or rescheduled, not including credit card fees paid by the renter.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDSOR HEIGHTS, IOWA,

That a temporary policy is approved to allow Community Center rental reimbursements until 8/18/20 as a result of the COVID – 19 pandemic.

PASSED and approved this 3rd day of August 2020 by the City Council of the City of Windsor Heights, Iowa.

Dave Burgess, Mayor

ATTEST:

Travis Cooke, City Clerk



STAFF REPORT
CITY COUNCIL
August 3, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Consideration of Resolution No. 2020-100 - A Resolution Supporting the Use of Face Masks During the COVID-19 Pandemic

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Resolution No. 2020-100 Face Mask Support Resolution 8-3-20

RESOLUTION NO. 2020-100

A RESOLUTION SUPPORTING THE USE OF FACE MASKS DURING THE COVID-19 PANDEMIC

WHEREAS, the COVID-19 pandemic has resulted in the death and illness of millions of people worldwide, **AND**,

WHEREAS, the pandemic is continuing to endanger the health and safety of the residents of Windsor Heights and surrounding cities and is showing no signs of diminishing in intensity or significance, **AND**,

WHEREAS, the use of face masks has been recommending by many private and public health officials as a way to reduce the spread of COVID-19, **AND**,

WHEREAS, the City Council of the City of Windsor Heights supports the use of face masks by all persons while they are in indoor or outdoor public settings,

NOW THEREFORE BE IT RESOLVED by the City of Windsor Heights City Council in session this 3rd day of August, 2020, that it hereby expresses its support for the use of face masks by persons while in public settings.



STAFF REPORT
CITY COUNCIL
August 3, 2020

TO: CITY COUNCIL

FROM:

SUBJECT: Interim City Administrator Report

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

None