

**City of Windsor Heights Regular Business Meeting Minutes
Monday, April 15, 2019 – 6:00 P.M. Council Chambers**

1. **Call to Order:** Mayor Burgess called the meeting to order at 6:00 P.M.
Council members present: Zachary Bales-Henry, Mike Loffredo, Mike Jones, and Threase Harms. Absent: Joseph Jones
Staff present: City Administrator Elizabeth Hansen, Public Safety Director/Police Chief Chad McCluskey, Deputy Clerk/Communications Specialist Jessica Vogel, Public Works Director Dalton Jacobus, City Attorney Erin Clanton, and City Engineer Justin Ernst.
2. **Pledge of Allegiance**
3. **Approval of the Agenda:** Motion by Mike Jones to approve the agenda. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
4. **Public Comment:** Dalton Jacobus, Public Works Director, spoke about the stream clean up on April 20th at 8:00 A.M.
5. **Consent Agenda:**
 - A. Approve Minutes of the Regular Council Meeting on April 1, 2019
 - B. Approve Payment of Cash Disbursements
 - C. Approve Financial Reports for Month of March 2019
 - D. Approve Corporate Trust Business Assignment from Banker's Trust Company to UMB Bank

Motion by Mike Jones to approve the consent agenda. Seconded by Loffredo. Harms spoke on item#5A regarding the minutes on the purchase the police vehicle. Motion passed unanimously on a roll call vote.
6. **Old Business:**
 - A. **Consider Approve Resolution No. 19-0411, A Resolution approving the 28E Agreement with the City of Des Moines to provide Library Services**
Mayor Andeweg, City of Urbandale, spoke on his e-mail to the Council after the April 1st council meeting and his disappointment after the last council meeting regarding the library agreement. Mayor Andeweg provided the council with the history of the last agreement and the City of Urbandale has certified this amount in their budget. Mayor Andeweg asked the council to reconsider the agreement with the City of Urbandale. Mayor Andeweg asked the council to consider the agreement with Des Moines for Fiscal Year 21 and not Fiscal Year 20. Harms appreciated Mayor Andeweg's communication and that the Council did not take this agenda item lightly. Bales-Henry would like to maintain a strong relationship with the City of Urbandale. Loffredo spoke on the fact we took this decision very seriously. City Administrator Hansen shared the information to Council in January and well ahead of the May 1st notice deadline for consideration. Mike Jones asked what happened between the last Council meeting and now. After due consideration and discussion, a motion was made by Loffredo to approve Resolution 19-0411, Approving Agreement with Des Moines Public Library for library services. Motion was seconded by Mike Jones. Roll call vote: Loffredo – aye, Mike Jones – aye, Harms – nay, and Bales-Henry - nay. Motion failed. 2-2. City Attorney Clanton advised council that notice needed to be provided to the City of Urbandale on May 1st and asked council if we need to have a special council meeting or notice should not be sent. Council decided to hold a special council meeting on this subject.
 - B. **Discussion and Appropriate Follow up on proposed 28E Agreement with the City of Des Moines relating to Traffic Control Devices at the 63rd Street and College Avenue Crossing**
Public Works Director Dalton Jacobus spoke on the financial contribution from the City of Des Moines, the 28E agreement, the street does not warrant a crossing and provided concerns on liability issues. Loffredo does not oppose the crossing light, but opposes the agreement as is and would like a 50/50 agreement. Harms stated the committee was put together to discuss the issues and get a solution for this crossing signal. After due consideration and discussion, a motion was made by Loffredo to table this item and Councilmember Harms will have this as a discussion item for the Public Safety Committee. Seconded by Bales-Henry. Roll call vote: Loffredo- aye, Bales-Henry- aye, Mike Jones – nay, Harms – aye. Motion passed 3-1.
 - C. **Discussion and Appropriate Follow Up on Storm Water Analysis by Independent Financial Advisors**
 - i. **Set public hearing on Storm Water Rates for FY20 for May 6, 2019**
Independent Financial Advisor Tionna Pooler provided with a brief description on the storm water rate analysis. Rate option#3 brings the commercial rate up to the same amount as the residential rate for FY 20. Mike Jones motioned to set the public hearing for May 6th. Harms seconded. Motion passed unanimously on a roll call vote.

D. Discussion and Appropriate Follow up on Automated Traffic Enforcement (ATE) Devices

Louisa Dykstra, President of the Windsor Heights Chamber of Commerce requested to hold this discussion when the whole council is present. Loffredo is not in a favor of the cameras, but the problem is the cost associated to end the contract early. Lauren Campbell, 1004 63rd St, spoke on the possible LOSST money that we could be missing due to the cameras. After due consideration and discussion, a motion was made by Bales-Henry to table this discussion until May 6th council meeting. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.

E. Discussion and Appropriate Follow up on the Speed Limit on University Avenue

Motion by Mike Jones to set a public hearing for May 6th to increase the speed limit on University Avenue to 30 mph. Seconded by Loffredo. Loffredo is in favor of increasing the speed limit. It is not friendly at 25-mph. Harms spoke on increasing the speed limit when University Avenue is being constructed. Mike Jones stated the issue is conformity with other streets and compared our speed limit to other Metro communities and we should increase our speed limit to match. Roll call vote: Loffredo- aye, Bales-Henry- aye, Mike Jones – aye, Harms – nay. Motion passed 3-1.

Public Comment: John Thompson, 6300 School St #222, strongly supports the 25 mph and the speed cameras and the speed should remain the same. Also, provided the council a handout on 25 mph.

Louisa Dykstra, 6620 College, increasing the speed limit will help our image and the business district.

F. Discussion and Appropriate Follow up on the Capital Improvement Plan (CIP)

Loffredo mentioned the terrible condition of the streets such as College Avenue and University Avenue. City Engineer Justin Ernst provided the council with information on designing the upcoming projects on Allison Avenue, College Avenue and 69th. The plans will be finished October/November. The CIP was decided based on funding. City Administrator Hansen stated the allocation of the ATE revenues were included in the CIP for the upcoming projects and the best time to bid in the winter period. Harms stated that College Avenue might not make it another winter. Mike Jones spoke on funding and the Local Option Sales and Service Tax revenue. Harms asked our City Engineer to provide recommendation on moving projects up and what the funding would be to do them sooner.

G. Westcom Update by Public Safety Director McCluskey

Public Safety Director/Police Chief McCluskey provided the council with an update on the costs associated with implementation of Westcom.

7. New Business:

A. Approve Change Order No.1 in the amount of \$39,813 to MNM Concrete Specialist for the Community Center Sidewalk Improvements

City Engineer Justin Ernst provided the cost of the sidewalk and new curb cuts at the Community and Event Center and the change order can be adjusted to \$35,213 due the contractor lowering a cost on a material. After due consideration and discussion a motion was made by Loffredo to not proceed with this additional sidewalk. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.

B. Approve Scope and Fee Services with Bolton & Menk, Inc. for the 2020 Street Improvement Project design, construction, easement acquisition and special assessment services in the amount not to exceed \$1,499,412

Mike Jones asked City Attorney Clanton for clarification on a need for a resolution for this agenda item. City Attorney Clanton provided the clarification for Council Member Jones. This is a professional service agreement does not need a resolution. The plans and specs will once the design is completed. After due consideration and discussion a motion was made by Harms to approve the scope and fee with Bolton & Menk, Inc. for the 2020 Street Improvement Project. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

C. Discussion and Appropriate Follow Up on Small Cell Policy

i. Approve Resolution No.19-0412, A Resolution Adopting a Small Cell Policy

Public Works Director Dalton Jacobus provided information on the small cell policy and 5G service. City Attorney Clanton provided additional regulations on the small cell policy and the 5G. Motion by Mike Jones to approve the resolution to adopt the small cell policy. Seconded by Harms. Motion passed unanimously on a roll call vote.

H. Discussion and Appropriate Follow up on the City Flag

Bales-Henry spoke on this opportunity for a City and community collaboration for the design of a new city flag to coordinate with the new logo and website. Mayor Burgess stated the Windsor Heights Foundation would be interested in collaborating on this. Loffredo asked that the Keep Windsor Heights Beautiful be

included and the committee to be a balanced committee. Bales-Henry will organize a committee to work on the city flag re-design.

8. Reports:

Bales-Henry: None.

Loffredo: provided to Public Safety Director/Police Chief, a thank you from some residents and how professional and reassuring Officer Palmer was during a situation at their home.

Mayor Burgess: None.

Mike Jones: None.

Harms: Metro Waste meets on Wednesday. The unveiling the Metro Waste's new artwork will be at 4 p.m. in the East Village. Mentioned the celebration of life for Bill Stowe.

9. Closed Session: Closed Session pursuant to Iowa Code Section 21.5 (1)(j) To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary and that individual requests a closed session.

Motion by Mike Jones to enter Closed Session at 7:30 P.M. Seconded by Bales-Henry. Roll call vote: Bales-Henry – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 4-0.

Motion by Loffredo to leave closed session at 8:55 P.M. Seconded by Mike Jones. Roll call vote: Bales-Henry – aye, Loffredo – aye, Mike Jones – aye, and Harms - aye. Motion passed 4-0.

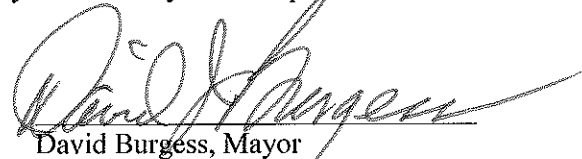
10. Discussion and Appropriate Follow up on Contract for City Administrator

Motion by Mike Jones that notice will be given to the City Administrator that the current contract will not be renewed. The council will be willing to re-negotiate a new contract for next year. Seconded by Bales-Henry.

Motion passed unanimously on a roll call vote. Special council meeting will be held on April 29th at 6:00 p.m.

11. Adjourn to 6:00 pm on Monday, May 6, 2019, for a Regular Council Meeting at the Council Chambers.

Motion by to Loffredo to adjourn the meeting at 9:00 P.M. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.



David Burgess, Mayor

ATTEST:



Jessica Vogel, Deputy City Clerk