


City of Windsor Heights Regular Business Meeting Minutes
Monday, August 19, 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, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms.
Staff present: Interim City Administrator Mark Arentsen, City Clerk Travis Cooke, Public Safety Director/Police Chief Chad McCluskey, Public Works Director Dalton Jacobus, City Attorney Matt Brick, and City Engineer Justin Ernst.
2. **Pledge of Allegiance:** Pledge of Allegiance was recited.
3. **Approval of the Agenda:** Motion by Joseph Jones to approve the agenda. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
4. **Public Comment:** None.
5. **Consent Agenda:**
 - A. Approve Minutes of the Regular Council Meeting on August 5, 2019
 - B. Approve Payment of Cash Disbursements
 - C. Approve July 2019 Financial Reports
 - D. Approve Class C Beer License – Maria Groceries
 - E. Approve Resolution No. 19-0830 – A Resolution Appointing Regular and Alternate Member Representatives to the Metropolitan Planning Organization (MPO) Including the Transportation Technical Committee for 2019Motion by Joseph Jones to approve the consent agenda. Seconded by Harms. Motion passed unanimously on a roll call vote.
6. **Old Business:**
 - A. **Discussion and Appropriate Follow Up on Resolution No. 19-0823 – A Resolution Approving City Hall Staffing Reorganization:** After due consideration and discussion Council came to the consensus to hold a Council Work Session on City Hall Staffing on Monday, August 26, 2019 at 6:00 PM at Council Chambers.
 - B. **Discussion and Appropriate Follow Up on Resolution No. 19-0825 – A Resolution Approving Scope of Services Agreement between the City of Windsor Heights and BMI for the Preliminary Design Work for the Walnut Creek Pedestrian Bridge Project not to exceed \$48,884:** Mark Arentsen reported that the City of West Des Moines agreed to pay for 50% of the study. Motion by Joseph Jones to approve Resolution No. 19-0825. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
7. **New Business:**
 - A. **Discussion and Appropriate Follow Up on Resolution No. 19-0829 – A Resolution Waiving Fees for the After School Arts Program in Exchange for Services at the Windsor Heights Veterans Day Event:** Motion by Loffredo to approve Resolution No. 19-0829. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.
 - B. **Discussion and Appropriate Follow Up on Resolution No. 19-0831 – A Resolution Approving Custom City Newsletter:** Motion by Mike Jones to table the resolution until September 3, 2019 to allow the Communications Committee to meet to review the quotes. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.
 - C. **Discussion and Appropriate Follow Up on University Avenue Project and Possible Reallocation of Resources to 73rd Street Reconstruction:** After due consideration and discussion Council made no plans to change the University Avenue reconstruction schedule.
8. **Reports:**
 - A. **Mayor and Council Reports and Committee Updates**
Mayor Burgess – Metro Mayors updates.
Bales-Henry – Dart approved advertising polity.
Loffredo – Public Works Committee updates.
Joseph Jones – None.
Mike Jones – Deer feeding ordinance on next agenda.
Harms – Metro Waste Meeting August 21; Public Safety Committee Meeting on August 22nd; back to school safety.

B. Interim City Administrator Report

Continuing work with Windsor Heights Presbyterian Church on RFP for property redevelopment – set public hearing at next council meeting for rezone; City Hall roof update.

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: Motion by Joseph Jones to go into closed session at 6:58 PM. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
10. **Convene into Open Session:** Motion by Joseph Jones to convene into open session at 7:16 PM. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
11. **Adjourn to 6:00 pm on Tuesday, August 20, 2019 for a Council Work Session at the Council Chambers.** Motion by Harms to adjourn the meeting at 7:17 PM. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.



David Burgess, Mayor



Attest: Travis Cooke, City Clerk