

**City of Windsor Heights Regular Business Meeting Minutes
Tuesday, September 8, 2020 – 6:00 P.M. via ZOOM**

1. **Call to Order/Roll Call/Pledge of Allegiance:** Mayor Pro-Tem Mike Jones called the meeting to order at 6:00 PM. Present: Susan Skeries, Joseph Jones, Mike Loffredo (@ 6:05 PM), Dave Burgess (@ 6:05 PM), Mike Jones, and Threase Harms. Also Present: City Administrator Dennis Durham, Interim City Administrator Mark Arentsen, City Clerk Travis Cooke, Finance Director Rachelle Swisher, Police Chief Chad McCluskey, Public Works Director Dalton Jacobus, City Engineer Justin Ernst, and City Attorney Erin Clanton. The Pledge of Allegiance was recited.

2. **Approval of the Agenda:** Motion by Harms to approve the agenda. Seconded by Skeries. Motion passed 4-0.

3. **Welcome City Administrator Dennis Durham to Windsor Heights:** Mayor Burgess welcomed Dennis Durham as the incoming City Administrator.

4. **United Way of Central Iowa Presentation - 21 Day Equity Challenge - Dave Stone & Elisabeth Buck:** Elisabeth Buck and Dave Stone gave a presentation on the 21 Day Equity Challenge. Council came to the consensus to partner with the United Way of Central Iowa on the 21 Day Equity Challenge and to have a formal resolution for consideration at the next council meeting.

5. **Public Forum:** Edye Beckerman gave updates on Chamber activities.

6. **Consent Agenda:** Motion by Harms to approve the consent agenda items A-E. Seconded by Mike Jones. Motion passed 5-0.
 - A. Approve Minutes of the Regular Council Meeting on August 17, 2020
 - B. Approve Minutes of the Special Council Meeting on August 21, 2020
 - C. Approve Payment of Claims
 - D. Approve Class C Beer Permit - Maria Groceries - 7144 University Avenue
 - E. Approve Liquor License - Kathmandu Restaurant - 7229 Apple Valley

7. **Old Business:**

- A. **Consideration of the Second Reading of 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:** Motion by Harms to approve the second reading of Ordinance No. 20-07. Seconded by Mike Jones. Motion passed 5-0.
- B. **Consider Waiving the Third and Final Reading of 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 and Move to Adopt Ordinance No. 20-07:** Motion by Mike Jones to waive the third and final reading of Ordinance No. 20-07 and move to adopt Ordinance No. 20-07. Seconded by Skeries. Motion passed 5-0.

8. **New Business:**

- A. **Consideration of Resolution No. 2020-104 - A Resolution Retiring the Economic Development Grant Program:** Motion by Mike Jones to approve Resolution No. 2020-104. Seconded by Skeries. Motion passed 5-0.

Councilmember Loffredo left the meeting due to technical issues at 6:21 PM.

- B. **Consideration of Resolution 2020-105 - A Resolution Setting Time and Place for a Public Hearing for Ordinance No. 20-08 - An Ordinance Amending Chapter 156.04 of the Windsor Heights Code of Ordinances to Remove Requirements for Rental Property Signage to be Provided Solely by the City, and Setting Size and Placement Limitations on Private Rental Signage:** Motion by Hams to approve Resolution No. 2020-105. Seconded by Skeries. Motion passed 4-0.
- C. **Consideration of Resolution No. 2020-106 - A Resolution Providing Direction on the Engineering Design of the 73rd Street Corridor between University Avenue and Hickman Road:** Motion by Harms to approve Resolution No. 2020-106 with the addition of the following elements: addition of

a turn lane at Clive Learning Academy, add improvements for bicycle safety at 73rd and University, add sidewalk crossing improvements between College and Washington, and add radar speed signs in both directions. Seconded by Mike Jones. Motion passed 4-0.

- D. **Consideration of Resolution No. 2020-107 - A Resolution Requesting Reimbursement from the Iowa COVID-19 Government Relief Fund:** Motion by Harms to approve Resolution No. 2020-107. Seconded by Mike Jones. Motion passed 4-0.
- E. **Consideration of Resolution No. 2020-108 - A Resolution Awarding a Contract to OPN Architects to Provide Concepts and Schematic Design of Community Center Flood Wall Improvements in the Amount of \$19,190:** Rick Seely, OPN, City Engineer Justin Ernst, and PWD Jacobus answered questions on the proposal. Council held an extensive discussion on the threat of flooding and potential damage to the CEC. Robert Bishop, 1128 64th Street spoke in opposition to the resolution and spoke in favor of purchasing flood insurance. Motion by Mike Jones to approve Resolution No. 2020-108. Seconded by Joseph Jones. Roll call vote: Mike Jones – aye, Joseph Jones- aye, Skeries – nay, and Harms – nay. Motion failed 2-2.
- F. **Consideration of Resolution No. 2020-108A - A Resolution Purchasing Flood Insurance for the CEC in the Amount of an Annual Premium of \$15,183 and a Deductible of \$25,000:** Motion by Harms to approve Resolution No. 2020-108A. Seconded by Mike Jones. Motion passed 4-0.
- G. **Consideration of Resolution No. 2020-109 - A Resolution Approving a Scope and Fee for a Traffic Analysis on 69th Street between Hickman Road and Washington Ave in the Amount of \$5,500:** Motion by Harms to table the resolution to a future meeting date. Seconded by Mike Jones. Motion passed 4-0.
- H. **Consideration of Resolution No. 2020-110 - A Resolution Approving a Request from Absolute Concrete to Work with the City Engineer to Determine Appropriate Stopping Points for Work on 69th Street and College Drive in the Fall of 2020 and the Allowance of Working Days to be Carried into 2021:** Motion by Mike Jones to approve Resolution No. 2020-110. Seconded by Harms. Motion passed 4-0.
- I. **Consideration of Pay Request No. 1 - 2020 PCC Patching Project:** Motion by Mike Jones to approve Pay Request No. 1 – 2020 PCC Patching Project. Seconded by Harms. Motion passed 4-0.
- J. **Consideration of Pay Request No. 5 - College Drive Improvements:** Motion

by Harms to approve Pay Request No. 5 – College Drive Improvements.
Seconded by Mike Jones. Motion passed 4-0.

- K. **Consideration of Pay Request No. 5 - 2020 Street Improvements Project (Allison and 69th):** Motion by Mike Jones to approve Pay Request No. 5 – 2020 Street Improvements Project. Seconded by Harms. Motion passed 4-0.
- L. **Consideration of Pay Request No. 4 - University Avenue Project:** Motion by Mike Jones to approve Pay Request No. 4 – University Avenue Project. Seconded by Harms. Motion passed 4-0.


9. **Reports:**

A. Mayor's Report

1. For Informational Purposes Only: Temporary ASI Contract for Debris Removal due to the Derecho: Mayor Burgess reported that 165 semi-loads of tree debris has been removed from the city to date.

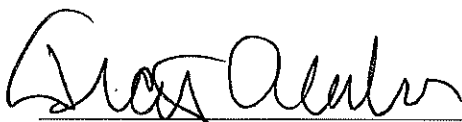
- B. Council Reports and Committee Updates: Updates were given on construction projects, public works committee actions, restarting the public safety committee in the coming weeks, and council member activities
- C. Interim City Administrator's Report: City is continuing to work on FEMA reimbursements for Derecho. Mark has enjoyed his time with the city and the staff.

10. **Adjourn:** Motion by Mike Jones to adjourn the meeting at 8:20 PM. Seconded by Harms. Motion passed 4-0.



Dave Burgess, Mayor

ATTEST:



Travis Cooke, City Clerk