

January 18th, 2010
CITY OF WINDSOR HEIGHTS
REGULAR BUSINESS MEETING MINUTES
5:15 P.M. – Council Chambers
Unabridged version

Item 1: Roll Call

Mayor Sullivan called meeting to order at 5:19 p.m. Council present: Charlene Butz, Diana Willits David Jenison, Betty Glover, and Steve Peterson. City Administrator Marketa George Oliver, Chief Gary Walters, Public Works Director Jason VanAusdall, Community Services Director Josh Heggen, Fire Chief Cross and City Attorney Matt Brick present.

Item 2: Approval of the Agenda - Roll Call 011

Mayor Sullivan noted item 8 had been removed and an additional item at the end of the action items that will be number 9 was to be added. That item is "A Resolution Establishing a Meeting Time for Regularly-Scheduled City Council Meetings." Butz moved Glover seconded approval. Voice vote passed unanimously.

Item 3: Good of the Order

Mayor Sullivan noted this last Saturday the Council and Staff had a retreat and made some long term goals. Once those goals and priorities are typed up by the facilitator, they will be shared with the public.

Item 4: Approval of the minutes - Roll Call 012

Peterson moved Butz seconded approval of the January 4, 2009 both published and unabridged versions. Jenison noted that the Council Members' names needed to be changed in the unabridged version. It still read Carole Tillotson and Flo Hunter. Oliver said that correction would be made. Voice vote passed unanimously.

Item 5: Public Comment

Dave Burgess, 7036 Wilshire, asked if the removed item would at all affect the property taxes that parcel pays, either by changing the value of the property or because the classification of the property is changed. Oliver will respond to him directly. (Post Script Note: The re-plating of this parcel will not affect the classification of the property, and therefore, will also have no affect on the taxes collected from this property.)

Item 6: Consent Agenda - Roll Calls 13-17

Peterson moved Willits seconded approval of: December Police Report, Investment, Treasurer and Clerks Report for December, Progress Payment No 6 for the Community Center project in the amount of \$41,078 to Prostruct Construction, Receive and file revised Stormwater program report and Claims and Payroll Voice vote passed unanimously.

Item 7: Approval of liquor license requests for Sam's Club, Elk's Lodge, Wal-Mart, and the Club House: Roll Call 18-21

Sullivan asked Chief Walters if there were any issues with these establishments and the Chief responded he had no concerns. Oliver said staff will contact the State to remind them of the City's new zip code. Willits move approval, Butz seconded approval. Voice vote passed unanimously.

Item 8: Consideration of resolution approving a final plat for the property located at 2004 63rd Street. This item was removed from the agenda.

Item 8 (As renumbered): Consideration of resolution accepting agreement with the Institute for Social and Behavioral Research to perform services related to the periodic citizen survey in the amount of \$6,045. Roll Call 22

Peterson moved Willits seconded approval. Willits asked if the survey would be broken down by precinct. Oliver noted we would request it to be done that way. Jenison asked if the survey should be delayed to gage what people think of the new community center. Heggen noted that the pollsters do suggest that January and February are good months to do a survey, since most people are home during the winter. Glover said she objected to the cost of the survey and wants to save the city money and not do it. Glover also said she agreed with Jenison on the timing of the survey. Butz asked if the survey should be postponed. Jenison this would help gage the city's feel for the new community center. Peterson suggested the survey get complete now and the city do a simple mail survey later to gage the feeling for the community center. Willits said the survey should be completed and the city has budgeted for it. Jenison said that if the city waits until at least January of next year, it would get the best results to look at. This way the election calls going on in October could be avoided. He agrees with the methodology of the survey, but thinks the city should wait a year. Peterson suggested giving everyone two weeks to review the survey again, and make a decision next meeting. Peterson withdrew his motion and Willits withdrew her second. Peterson moved this item be tabled, Jenison seconded. Roll Call vote passed unanimously.

Item 9: A Resolution Establishing a Meeting Time for Regularly-Scheduled City Council Meetings Roll Call 23

Willits moved approval of the resolution to set regularly-scheduled council meetings at 6:00 p.m., Glover Seconded. Roll Call vote passed unanimously.

Item 10: Staff updates:

Oliver noted that at the most recent Council meeting; a citizen had indicated he would like to see the code enforcement report. After checking with legal, she found it was appropriate to include the code enforcement report will on the agenda similarly to the departmental reports that are currently on the consent agenda. In the future, the code enforcement report will be included on the consent agenda. She will contact the requesting citizen to let him know where he can find this information in the future.

Item 11: Council member comments:

Peterson said he really enjoyed the strategic planning retreat on Saturday. Glover agreed with Peterson's comments. Jenison said he thought Saturday was very productive.

Item 12: Mayor's inquiries.

Sullivan announced the community coffee club is on Saturday at Grounds for Celebration from 9 to 10:30. Butz said she could attend. The Legislative Coffee sponsored by the Windsor Heights Chamber of Commerce is January 30th at 9 a.m. at 3E. He also noted the Neighborhood Association's next meeting is January 31st in the 3E conference room beginning at 6:30 p.m.

Item 13: Adjournment to closed session pursuant to 21.5c (litigation) of the Code of Iowa

Roll Call 24

Peterson moved to adjourn into closed session, Willits seconded approval. Roll call vote passed unanimously. The meeting closed at 5:40 pm.

The meeting resumed normal session at 5:47 pm.

Item 14: Adjournment - Roll Call 25

Peterson moved Jenison seconded to adjourn at 5:48 p.m. to 6:00 p.m. on February 1st, 2010. Roll call vote passed unanimously.

Jerry Sullivan, Mayor

ATTEST:

Marketa George Oliver, City Administrator/Clerk