

SEPTEMBER 28, 2009
CITY OF WINDSOR HEIGHTS
REGULAR BUSINESS MEETING MINUTES
5:15 P.M. – Council Chambers
Publication version

RC

Mayor Sullivan called meeting to order at 5:15 p.m. Council present: Charlene Butz, Carole Tillotson, Flo Hunter, Steve Peterson and Diana Willits. Also present City Administrator, Marketa Oliver

Approval of the Agenda - RC 259

Peterson moved Hunter seconded approval. Voice vote passed unanimously.

Sullivan noted the Policy and Admin Committee met last week and discussed the meeting notice protocol and decided to treat every full council meeting, whether is special, regular or study session, the same, which includes posting and emailing out agendas.

RC 260

Peterson moved approval of the September 8, 2009 City Council minutes both published and unabridged versions. Willits seconded approval. Voice vote passed unanimously.

RC 261-264

Willits moved Peterson seconded approval of: \$100 contribution to Meals on Wheels Program, Monthly Police report for August, mailing labels from Windsor Heights Lions Club, and Claims and Payroll. Voice vote passed unanimously.

Resolution 09-0928-265 updating and renewing a Multi-Jurisdictional Hazard Mitigation Plan. RC 265

Willits moved approval, Hunter seconded approval. Roll call vote passed unanimously.

Resolution 09-0928-266 approving Parks and Special Events Coordinator job description, advertisement and pay scale. RC 266

Peterson suggested adding the scheduling for Lions Park and Performance Pavilion to the job description. Diana wanted to add youth council coordinator. Willits noted she was excited to have someone on full time to handle special events and recreation opportunities. Hunter was excited to start renting out the facilities and bringing in revenue. Butz asked how this job will be funded in future years. Oliver noted the city is hopeful that the rentals of the pavilion, ball field and community center will help cover a majority of the salary. The city received over \$640,000 in grant funds for this project. Peterson noted that the grant money helps offset what the city needed to spend on the project, basically helping cover the salary for 15 years. Willits moved Peterson seconded approval. Roll Call vote passed unanimously.

Consideration of resolution 09-0928-267 approving Street Annual Financial Report. RC 267

Tillotson Peterson seconded approval. Roll call vote passed unanimously.

Discussion and possible consideration of Ordinance 09-05 to amend the Code of Ordinances for the City of Windsor Heights, Iowa by amending Sections of Chapter 29: Building and Property Regulations to create rental housing approved signage.

RC 268

Tillotson moved approval of the first reading, Peterson seconded approval. Roll Call vote passed unanimously. Hunter noted she hopes this helps the city keep track of rental property. After further discussion and comment, Oliver indicated a few changes to be made and will make those and bring them back for consideration.

RC 269

Peterson moved Hunter seconded to adjourn at 6:20 p.m. to 5:15 p.m. on October 5, 2009. Voice vote passed unanimously.

Jerry Sullivan, Mayor

ATTEST:

Marketa Oliver, City Administrator/Clerk

RC=Roll Call

Printed, October 8th 2009