

**SEPTEMBER 28, 2009**  
**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 5:15 p.m. Council present: Charlene Butz, Carole Tillotson, Flo Hunter, Steve Peterson and Diana Willits. City Administrator Marketa George Oliver, Police Chief Gary Walters, Community Services Director Josh Heggen, and Assistant City Attorney Erin Clanton present.

**Item 2: Approval of the Agenda - Roll Call 259**

Peterson moved Hunter seconded approval. Voice vote passed unanimously.

**Item 3: Good of the Order**

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 a minimum of 24 hours in advance, and when possible, earlier. Whenever possible, meetings are held Monday night so agenda would be done by Friday. Notices would be out far in advance of 24 hrs.

**Item 4: Approval of the minutes - Roll Call 260**

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

**Item 5: Public Comment**

Betty Glover, 6803 Del Matro, thanked everyone for the great turnout for the fall clean up. They had great numbers and help from the Scouts.

Eileen Boggess, from the Windsor Heights-Urbandale Food Pantry thanked the city for supporting the Pantry. They serve an average of 140 families a month.

Allen Sydnes, 2012 66<sup>th</sup> Street, made suggestions to the city that they add signage for Lions Park, it is hard currently for people to find. He also suggested the city consider adding a park on the North side of the city.

Dave Burgess, 7036 Wilshire, asked the council to table action to hire new city employees until after the election.

Cindy Chamberlin, 1540 68<sup>th</sup> Street, asked if there were laws against panhandling in Windsor Heights, she has noticed people at the end of Wal-Mart's parking lot. Chief Walters noted that if the police notice someone, they are told to leave; the city does have laws to address the situation.

**Item 6: Consent Agenda - Roll Calls 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.

**Item 7: Consideration of a resolution 09-0928-265 updating and renewing a Multi-Jurisdictional Hazard Mitigation Plan. Roll Call 265**

Willits moved approval, Hunter seconded approval. Chief Walters described the program and its value to the city and the metro as a whole. Roll call vote passed unanimously.

**Item 8: Consideration of a resolution 09-0928-266 approving Parks and Special Events Coordinator job description, advertisement and pay scale. Roll Call 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. Dave Burgess, 7036 Wilshire, asked for clarity on how this position will be funded. Oliver noted that this position is not paid for by the I-Jobs grant, but a condition of the grant is that the city create a full time position. 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 approval, Peterson seconded approval. Roll Call vote passed unanimously.

**Item 9: Consideration of resolution 09-0928-267 approving Street Annual Financial Report. Roll Call 267**

Tillotson moved Peterson seconded approval of the resolution. Roll call vote passed unanimously.

**Item 10: 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. Roll call 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. Vicki Sodawasser, 2101 68<sup>th</sup> expressed concern because she sees some changes that are needed in the ordinance. Oliver noted this was just the first reading of three needed for the ordinance. Vicki thinks the word “can” should be reworded if this is to work. Overall, she thinks this is a waste of city time and resources. Dave Jenison, 6531 Del Matro, questioned the redundancy of this issue, if it will help the problems of rentals. He hoped that code enforcement would take care of all problems. Staff will take this ordinance back and do some rewording for the next council meeting.

**Item 11: Presentation regarding Sustainable Community Ideas**

Josh Heggen presented the council and audience a plan for making Windsor Heights a more green community.

**Item 12: Council member inquiries.**

Peterson noted he thinks the park is looking great. Hunter reminded everyone about Oktoberfest this Saturday and the Chamber’s Haunted House

**Item 13: Mayor’s inquiries.**

None.

**Item 14: Adjournment - Roll Call 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.

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Jerry Sullivan, Mayor

ATTEST:

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Marketa George Oliver, City Administrator/Clerk