

**January 10, 2011**  
**CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES**  
**5:00 pm City Hall**  
**Unabridged version**

**Item 1: Roll Call**

Mayor Jerry Sullivan called meeting to order at 5:01 p.m. Council present: Steve Peterson, David Jenison and Betty Glover. City Administrator Marketa George Oliver, Chief Financial Officer Carrie Brannen, Police Chief Dennis McDaniel, Public Works Director Jason VanAusdall, Community Services Director Josh Heggen, Fire Chief Christopher Cross and City Attorney Matt Brick present.

**Item 2: Approval of the Agenda - Roll Call 01**

Mayor Sullivan noted that under Staff Updates, an update will be given on the audit RFP that was tabled during the last meeting. Peterson moved Jenison seconded approval. Voice vote passed unanimously.

**Item 3: Good of the Order**

none

**Item 4: Approval of the minutes - Roll Call 02**

Jenison moved Glover seconded approval of December 20th, 2010 minutes. Voice vote passed unanimously.

**Item 5: Public Comment**

None.

**Item 6: Consent Agenda - Roll Calls 03-04**

Peterson moved Glover seconded approval of Receive and file annual Code Enforcement Contact report, and Claims and Payroll. Voice vote passed unanimously.

**Item 7: Approval of liquor license requests for Baru 66, Sam's Club and Walmart. Roll Call 05-07**

Peterson moved approval, Jenison seconded. Voice vote passed unanimously.

**Item 8: Consideration of a resolution 11-0110/08 approving a trademark and copyright license and agreement for use of Central Iowa Trails signage logos and designs between the city of Des Moines and Central Iowa communities. (There is no cost to this agreement unless the City decides to purchase additional trail signage at a later date.) Roll Call 08** Jenison moved approval, Glover seconded. Roll call vote passed unanimously.

**Item 9: Consideration of a resolution 11-0110/09 approving a 28e agreement with the Neighborhood Finance Corporation to help fund residential sewer line and infiltration issues for \$75,000 (funds come from the Urbandale-Windsor Heights Sanitary Sewer District). Roll Call 09**

Glover moved approval, Peterson seconded. Roll call vote passed unanimously.

**Item 10: Consideration of receipt of bids and resolution 11-0110/10 directing sale of \$3,380,000 (dollar amount subject to change) Taxable General Obligation Refunding Capital Loan Notes, Series 2011A. Roll Call 010**

Peterson moved approval, Jenison seconded. Roll call vote passed unanimously.

**Item 11. Consideration of receipt of bids and resolution 11-0110/011 directing sale of \$440,000 (dollar amount subject to change) General Obligation Refunding Capital Loan Notes, Series 2011B. Roll Call 011**

Tionna Pooler from Public Financial Management noted the savings is more than what was anticipated. She noted 11 bids were submitted on 2011a. The city will save over \$25,000 on 2011B on present value basis. Jenison moved approval, Peterson seconded. Roll call vote passed unanimously.

**Item 12: Consideration of a Resolution 11-0110/012 Authorizing the Redemption of Outstanding General Obligation Bonds, Series 1997A, of the City of Windsor Heights, State of Iowa, dated March 1, 1997 and directing notice be given. (Redemption amount is \$430,000.) Roll Call 012**

Peterson moved approval, Glover seconded. Roll call vote passed unanimously.

**Item 13. Consideration of an Ordinance 11-01 making changes to chapter 101: Stormwater Drainage Utility to update definitions for Commercial Stormwater Classifications. Final Reading Roll Call 013**

Glover moved approval, Jenison seconded. Roll call vote passed unanimously.

**Item 14: Staff updates:**

Oliver indicated that Brannen had contacted the State Auditor's office immediately following the most recent council meeting. The office indicated they would submit a proposal but the City has not received it yet. Oliver also distributed a list of communities in the region with information on who conducted their audits.

Chief Cross noted he spoke with Adams Doors about the new fire bay doors and he should have an update this week installation date. McDaniel noted a new officer is starting this week.

**Item 15: Council member comments:**

Jenison noted the success of the bridal fair on Sunday. Glover thanked staff for the Lions Park signs. She suggested a marketing strategy be designed to notify people of the new NFC loans for sewer lines. Oliver suggested council give her names to contact to see if they would want to serve on a marketing committee. Peterson noted he would like the bike ordinance on the next agenda.

**Item 16: Mayor's inquiries.**

Mayor Sullivan noted the next community coffee club will be on Saturday, January 22<sup>nd</sup> at 9 am. Glover said she would like to be in attendance.

**Item 17: Adjournment - Roll Call014**

At 5:20 p.m. Jenison moved Glover seconded to adjourn to 6:00 p.m. on Monday, January 24, 2011. Roll call vote passed unanimously.

ATTEST:

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Marketa George Oliver, City Administrator/Clerk

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Jerry Sullivan, Mayor