

**February 21, 2011**  
**CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES**  
**6:00 pm City Hall**  
**Unabridged version**

**Item 1: Roll Call**

Mayor Jerry Sullivan called meeting to order at 6:00 p.m. Council present: Steve Peterson, Diana Willits, Charlene Butz, 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 51**

Peterson moved Willits seconded approval. Voice vote passed unanimously.

**Item 3: Good of the Order**

**Item 4: Approval of the minutes - Roll Call 52**

Glover moved Butz seconded approval of January 24, 2011 minutes with corrections noting that Willits and Butz did not abstain during the minutes vote. Voice vote passed unanimously.

**Item 5: Public Comment**

None.

**Item 6: Consent Agenda - Roll Calls 53-58**

Jenison moved Butz seconded approval of the Public Works January Report, January Report, January Clerk and Investment, Set date for FY 2012 Budget Hearing at 6:00 pm on March 7th in the Council Chambers, Receive and file 2010 Stormwater Annual Report and Claims and Payroll. Voice vote passed unanimously.

**Item 7: Consideration of Resolution 11-0221/59 to Appoint Representatives and Alternative to the Polk County Emergency Management Commission. - Roll Call 59**

Jenison noted the date should read 2011, not 2010. Butz moved to approve, Glover seconded. Roll call passed unanimously.

**Item 8: Consideration of Resolution 11-0221/60 Authorizing the execution of an agreement between the City of Windsor Heights and the City of West Des Moines for Street Sweeping Services, the cost of which is anticipated to be approximately \$9,120 annually. - Roll Call 60**

Peterson moved approval, Jenison seconded. Oliver noted this is a cost savings over previous years. Willits expressed concern about tracking the expenses. VanAusdall noted that with this agreement, the city can decrease the amount of times the streets are cleaned if expenses are higher than estimated. Roll Call vote passed unanimously.

**Item 9: Consideration of resolution 11-0221/61 authorizing the mayor to enter an agreement for the City's audit for the Fiscal Year ending 2011. Proposed costs range from \$10,500 to \$10,725. Roll Call 61** Glover noted she would like to see the state do the audit. Willits noted that the State Auditor's proposal was a little more money and she believed the city should stay with Denman one more year because the new CFO for the city has not even been with the city for one year. Willits asked Brannen who she preferred. Brannen said to stay independent in the decision, she has no preference, that both the state and Denman will do essentially the same thing. Glover said she believes Brannen can handle the transition. Jenison noted he preferred the state to do the audit. Butz said the city has never had the state do the audit. Glover said it is good business to have an independent audit done. Willits reiterated that the City's audit is independent. It is done by an independent auditor, not by city employees. Peterson said he is okay with the state doing the audit for one year. Butz moved approval for the State of Iowa to do the audit. Glover seconded. Roll Call vote passed with Peterson, Butz, Glover and Jenison voting yes. Willits voted no.

**Item 10: Presentation and discussion of the City’s proposed FY 2012 Budget.**

Brannen and Oliver presented the council the proposed 2012 budget and answered questions. Butz asked if Washington was the best road to resurface if the sewer line needs replaced sooner than later. Marty Kroll, 1720 69<sup>th</sup> St, noted he’s seen city employees regularly working at Washington and 70<sup>th</sup> with pumps. VanAusdall said the sliplining project should help significantly. Willits asked VanAusdall what he thinks about the Washington resurfacing project. He noted that staff reviewed maps created by Iowa State and traffic counts to come up with the best, most accurate list of streets to get reconstructed or resurfaced. Although Washington may be in the same rough shape as some other roads, it is a thoroughfare across the city that sees a good amount of traffic. Willits asked if the \$100,000 should be spent on more decoupling. Butz asked VanAusdall if he thought the sliplining will help. VanAusdall said when Indianola did a similar project they saw a decreased amount of groundwater going into their sewer. Willits asked if any permeable surface could help this street. VanAusdall noted he plans on visiting Charles City to see a large permeable paving project they did. Jenison noted he would like to join VanAusdall.

Sullivan announced there would be a study session on Wednesday beginning at 5:00 p.m.; a citizen’s budget meeting on Saturday, February 26<sup>th</sup> at 11:00 a.m. and the public hearing on March 7<sup>th</sup> at 6:00 p.m. Allen Sydnes asked when citizens could see the budget and Oliver responded it is currently on the website and a full copy on display at the table in the hallway at City Hall.

**Item 11: Staff Update**

None

**Item 12: Council member comments**

Willits thanked the Department Heads for their monthly reports. She thinks they are great. Glover noted that at the BRAVO gala on February 5<sup>th</sup> they raised over \$100,000.

**Item 13: Mayor’s inquiries.**

Mayor Sullivan noted that the community coffee club is on Saturday, February 26<sup>th</sup> at 9am. Following Community Coffee Club at 11 a.m. is city hall is the city budget information meeting for anyone who has any questions.

**Item 14: Adjournment - Roll Call 62**

At 6:55 p.m. Peterson moved Glover seconded to adjourn to 6:00 p.m. on Monday, March 7, 2011. Voice vote passed unanimously.

\_\_\_\_\_  
Jerry Sullivan, Mayor

ATTEST:

\_\_\_\_\_  
Marketa George Oliver, City Administrator/Clerk