



**Windsor  
Heights**  
*the heart of it all*

**Mayor:**  
Jerry Sullivan

**Council  
Members:**  
Diana Willits (Mayor Pro Tem)  
Steve Peterson  
Charlene Butz  
Betty Glover  
David Jenison

**City  
Administrator:**  
Marketa George Oliver

**Chief Financial  
Officer:**  
Carrie Kruse

**Community Services Director:**  
Josh Heggen

**Police Chief:**  
Dennis McDaniel

**Fire Chief:**  
Christopher Cross

**Director of  
Public Works:**  
Jason VanAusdall

**Parks and Special  
Events Coordinator:**  
Tracy Levine

**City Inspector:**  
Sheena Danzer

**City Attorney:**  
Matt Brick

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**DECEMBER 19, 2011 REGULAR BUSINESS MEETING AGENDA  
1133 66<sup>TH</sup> STREET – WINDSOR HEIGHTS IOWA**

1. Call to Order/Roll Call/Pledge of Allegiance.
2. Approval of the Agenda.
3. Good of the Order.
4. Approval of the Minutes:
  - December 5<sup>th</sup>, 2011 City Council minutes both published and unabridged versions.
5. Public Comment. This is an opportunity for any citizen to come forward and discuss any item that is not listed on the Agenda. (Please limit presentation from 2 to 5 minutes.)
6. Approval of the Consent Agenda.  
All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.
  - (a) Receive and file 2011 State Annual Financial Report
  - (b) Receive and file 2011 Audit
  - (c) Receive and file 2011 TIF Certification
  - (d) Receive and file 2011 City Council election results
  - (e) Consideration of Appointments to the Des Moines Area Metropolitan Planning Organization
  - (f) Appointment of City Treasurer
  - (g) Confirmation of Board of Adjustment Appointments
  - (h) Confirmation of appointments to the Metro Waste Authority
  - (i) November Clerk and Investment Report
  - (j) Claims and Payroll
7. Consideration of Resolution to Appoint Representatives and Alternative to the Polk County Emergency Management Commission.
8. Discussion and consideration of adoption of the 2012 State Legislative Priorities.
  - *Fiscal Impact: State legislative action could have significant fiscal impact to the City, but the exact impact depends upon the action taken.*
9. Consideration of a resolution adopting revisions to the Personnel Policies Manual for the City of Windsor Heights related to deferred compensation, pay changes for temporary assignments and clothing allowance for Public Works Employees.
  - *Fiscal Impact: This is a policy change.*
10. Consideration of a resolution approving a revised Administrative Policy regarding credit card usage.
  - *Fiscal Impact: This is simply a policy change and has no significant fiscal impact.*
11. Consideration Resolution approving a 28E Agreement with the City of Urbandale for crossing guard services.
  - *Fiscal Impact: The estimated cost for the agreement is \$3,125 annually. This is not a new expenditure as Windsor Heights currently pays for this service, but does not have a formalized agreement.*
12. Staff updates
13. Council member comments.
14. Mayor's inquiries.
- Adjournment**
15. Adjournment to 6:00 p.m. on January 9<sup>th</sup>, 2012 for the regularly scheduled meeting of the City Council in the Council Chambers.