

Civics Corner: The Purpose and Value of Training

Recently, citizens have asked how the City determines participation in trainings and meetings. The City budgets annually for employees to participate in training and meetings. The City believes that a well-trained workforce that is knowledgeable about current laws and techniques in their respective fields is a wise investment. Also, countless human resource studies show that staff members who are well-trained and who seek continuous improvement are high performers. Finally, some training is mandatory and the City must comply with State and Federal laws and regulations.

How does the city keep a well trained workforce?

There are many different ways in which the City trains and supports the training of its workforce. Members of the police and fire departments participate in training on a monthly and weekly basis respectively. Members must be current on first aid certifications, blood-borne pathogens, and various other certifications. Police Officers must qualify annually on fire arms and "use of force" procedures. Public Works employees participate in various trainings and updates on traffic control, equipment safety, and confined spaces. The City also conducts interdepartmental training or city-wide training on sexual harassment; diversity; teambuilding; customer service; etc. Additionally, some staff members need specialized training for their positions, such as fire fighting techniques, medical care, information technology and command and incident command programs.

Department Heads participate in a variety of management trainings or conferences to keep them current on legislation/laws, techniques, and advances in pertinent subject areas. Department heads (the City Administrator, Police Chief, Fire Chief, Director of Community Services Director, Chief Financial Officer, and Public Works Director) are encouraged to participate in their respective professional associations, which offer training through courses and conferences. Some examples of recent trainings include:

- Participation in the International City/County Management Association Conferences, held in Richmond in 2008 and Montreal in 2009, with learning tracks in leading world practices in sustainability; infrastructure planning and finance; workforce issues; civic engagement; and performance management;
- Participation in the International Association of Chiefs of Police conferences held in San Diego in 2008 and Denver in 2009 with learning tracks in small agency chief issues, press information, patrol issues, workforce development, etc.
- Participation in the Fire Department Instructors Conference in Indianapolis with learn-

ing tracks in fire attack, strategy and tactics, administrative functions, roundtable discussion on hot topics, trends and best practices, safety, fatality prevention, etc.; training at the National Fire Academy in Emmetsburg, Maryland and future participation in the International Association of Fire Chiefs' conference in Clearwater, with learning tracks

What is the cost and benefit to the community of sending staff members to training at conferences?

Total budgeted staff development costs for the City for FY 2010 is \$46,800, which is .035% or less than four-tenths of one percent of the City's projected expenditures. The cost includes cost for all training and conferences for all City employees.

Participation in training keeps the City current with compliance and keeps a motivated, well-informed workforce. Additionally, participation in professional associations is encouraged because it leads to partnerships with counterparts that have led to a multitude of joint efforts. Following are just a few examples of those partnerships:

- A more than \$57,000 reduction in the City of Windsor Heights' regional library assessment;
- Regional Salt Storage Facility, which provides area citizens with salt at a much lower cost and makes it more readily available when it is needed;
- MetroHelp Housing Rehabilitation program, providing Windsor Heights' citizens with assistance in making critical, housing repairs;
- Regional street repairs;
- The development of a regional, interagency fire training facility, providing better and ongoing training opportunities at a lower cost;
- A regionally-compatible public safety communications system; and
- Local and regional mutual aid agreements and a reduction in the agreement with Windsor Heights and Clive of \$12,750 this year.

Training that staff members receive at the aforementioned conferences help improve or maintain skills; keep staff members apprised of new legislation and also assist the City with awareness of grants and programs available that provide funding for City projects.

To date in 2009, the City has brought in \$1,209,999 of outside funding to support the City's projects and programs. In the past eight years, the City has secured more than \$6.4 million in outside funding.

Outside funding is one reason the City was able to reduce the levy rate by more than \$1.02 this past year and anticipates a reduction again next year, though not as substantial.

If you have questions about specific training that employees receive, please feel free to contact Marketa Oliver, City Administrator at 279-3662.

See us on the Web at www.windsorheights.org!

City of Windsor Heights

AMERICA'S CROWN COMMUNITY NEWSLETTER

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Windsor Heights Community Center Receives I-Jobs Grant

Mayor Jerry Sullivan and the City Council for Windsor Heights, Iowa are pleased to announce the City is a recipient of a \$641,104 I-Jobs Grant for the Windsor Heights Community Center project. The I-Jobs Board voted on August 31st, 2009 to make the award.

"We are thrilled with the announcement of the support for the Windsor Heights project. The Community Center is the final phase of a complete renovation of the City's signature park and will provide state-of-the-art amenities for our residents now and well into the future," Mayor Sullivan said.

Council Member Diana Willits added, "The project represents a multitude of partnerships. The City is grateful to have the opportunity to partner with the Windsor Heights Foundation; Windsor Heights Chamber of Commerce; Windsor Heights Lions Club; the Citizens Capital Planning Committee; the Keep Windsor Heights Beautiful Committee; the Windsor Heights Neighborhood Association; Polk County; and the Des Moines School District on this project.

Council Member Hunter noted that, "The school children who helped design the architectural program for the playground are to be commended. The City also appreciates the financial contributions of the organizations and members of the local and regional business community such as Wal-Mart, Prairie Meadows, MidAmerican Energy and several area residents."

Council Member Tillotson and Butz serve on the Landscaping Committee and were instrumental in the development of the landscaping plan for the Park. Tillotson said, "I am anxious to work on the landscaping committee to flesh out ideas for the Community Center yard." Butz added, "In addition to using unique landscaping elements, such as a bioswale, I am pleased to see the project include energy efficient designs and am glad that we spent some extra time selecting a design that will be a part of our landscape for decades."

Council Member Peterson is anxious for the completion of the Community Center, which is expected to be next June. "Members of the community have worked long hours to make Colby Park and the Community Center a reality. It is gratifying to see their efforts rewarded with this kind of support."

The I-JOBS program was signed into law in May, 2009 and will invest a total of \$830 million over the next two years to create and retain jobs, strengthen the economy, recover from last year's natural disasters, and improve Iowa's infrastructure.



More on the Community Center project on page 3.



City of Windsor Heights
the heart of it all

1133 66th Street
Windsor Heights, IA 50324
(515) 279-3662
www.windsorheights.org

City Council Election

VOTE City council election is November 3. Windsor Heights has three voting districts designated as WH1, WH2, and WH3. WH1 residents vote at the Windsor Lutheran Church, 1240 66th Street. WH2 residents vote at City Hall, 1133 66th St. WH3 residents vote at the Walnut Creek Community Church, 900 64th St. Election time is a popular time for temporary and civic signs. Many people choose to participate in the process by showing their support through such a sign.

Temporary signs for non-profit civic campaigns or events are permitted in any zoning district. Please note, however, the maximum size sign is 10 square feet when located in a residential district. When placing the sign in your yard, choose a place that will not obstruct the clear view of vehicles and pedestrians. The signs may not be placed in the City's right-of-way. If you have any questions or need information on how to register or where to vote, please call City Hall at 279-3662.

For additional information, please contact Marketa Oliver at 279-3662.

Contact Us! City of Windsor Heights

Emergency Phone Numbers

Fire Department911
Police Department911

Non-Emergency Phone Numbers

Police/Fire286-3632
City Hall279-3662

MayorJerry Sullivan

Council Members:

- Diana Willits
- Flo Hunter
- Carole Tillotson
- Charlene Butz
- Steve Peterson

City Admin.Marketa George Oliver

Chief Financial Off.Colleen Pingrey

Fire ChiefChristopher Cross

Police ChiefGary Walters

Public Works Director Jason Van Ausdall

Director of Comm. Svcs. Josh Heggen

Police Department:

Police Dispatch286-3632
Police Admin/Records277-4453
Police Investigations277-4455

Fire Department279-3662

Public Works Dept.279-3662

Colby Park Reservations ..279-3662

Building Inspector279-3662

Animal Control279-3662

City Council Meetings - 1st and 3rd Mondays of every month.

OCTOBER & NOVEMBER 2009						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
4	5 City Council Meeting 5:15 PM (City Hall)	6	7	8	9	10
11 Chili Supper 5 PM (Windsor Heights HyVee)	12 KWHB Meeting 7 PM (City Hall)	13 Mayor's Hour 9-10 AM (City Hall) WH Foundation meeting 8 PM (City Hall)	14	15	16	17
18	19 City Council Meeting 5:15 PM (City Hall)	20	21	22	23	24 Community Coffee Club 9-10:30 AM (Grounds for Celebration)
25	26	27	28	29	30 Beggars Night 6-8 PM	31
1	2 City Council Meeting 5:15 PM (City Hall)	3 Election Day! (Mayor and City Council)	4	5	6	7
8	9 KWHB Meeting 7 PM (City Hall)	10 Mayor's Hour 9-10 AM (City Hall) WH Foundation meeting 8 PM (City Hall)	11	12	13	14
15	16 City Council Meeting 5:15 PM (City Hall)	17	18	19	20	21 Community Coffee Club 9-10:30 AM (Grounds for Celebration)
22	23	24	25	26 Thanksgiving Holiday -- City Offices Closed --	27	28

NEWS BRIEFS

Annual Lions Club Chili Supper

The annual Lions Club Chili Supper is set for Sunday, October 11 from 5:00 to 7:30 pm at the Windsor Heights Hy-Vee Food Store. Proceeds raised from this event help fund charitable and community events throughout the year.

Watch for a local Lions Club member coming to your door over the next few weeks for tickets. They will also be available at the door. Lions Club members will also be passing out a 10% off coupon for food purchases at the Windsor Heights Hy-Vee (see coupon for details).

Beggar's Night

The official date for Beggar's Night in Windsor Heights will be Friday, October 30, from 6:00 p.m. to 8:00 p.m. Please remember to keep an eye out for our little ghouls and goblins in the street, and parents are urged to choose lightly colored costumes to be sure their children are safe.

Reminder!

Please do not mow your grass into the streets! The grass clogs stormwater intakes and chemicals from the grass can affect the water quality of our creeks and streams.

At Your Service ... Sewer Problems

Residents experiencing slow drains and/or sewer back ups are encouraged to call the Public Works department at 279-3662 or after hours at 286-3333. Public Works will check the main and clean any blockages. Blockages located in the home sewer system are the responsibility of the home owner. Windsor Heights has a scheduled inspection and maintenance program. Be advised, according to case law, municipalities cannot be held responsible for any damage resulting from sewer back-ups if they maintain an inspection and maintenance program.

Community Center Project

The Community Center is the final phase of the implementation of the park master plan that was developed by the Ad Hoc Citizens Shelter House Committee. Sealed bids for construction of the project were opened on May 21st, 2009 and the low bid was \$1,519,516. The anticipated design cost for the Community Center is \$211,820 and the finished product will look like the rendering on this page. Work is progressing on the project and vertical structures will be visible likely by the end of October. The substantial completion date for this project is June 1st, 2010, with final completion on June 15, 2010. The City has received a total of \$999,515 in outside assistance to finance this project, including a \$640,104 I-Jobs grant and \$305,000 in assistance from Polk County.



Planning & Zoning Opening

The Windsor Heights Planning and Zoning Commission is looking for a new member. The Planning and Zoning Commission is a seven (7) member body of citizens appointed by the Mayor and confirmed by the City Council, whose main task is to conduct thorough reviews of development proposals to ensure that the development proposals are consistent with the community's established land use patterns and development standards. The Commission bases its reviews on the goals and policies of the City, as outlined in the Comprehensive Plan and Zoning Ordinance. Please email Marketa Oliver at moliver@windsorheights.org or call 279-3662 if you have questions or are interested in this volunteer appointment.

Iowa One Call

Residents undertaking projects involving digging and excavating are reminded to call Iowa One Call. Under Iowa statute if you plan to dig deeper than 12 inches, you are required to make the toll-free call at least 48 hours before digging. The service is FREE to anyone who requests it. Use of Iowa One Call eliminates the risk of service disruption in homeowners' and neighbors' yards. It also greatly reduces risk of severe personal injury, and even death. Before any digging or excavation starts, Iowans need to know they should first call Iowa One Call at 1-800-292-8989 to have their utilities marked. It's not only in their best interest, it's the law.

