



Windsor  
Heights  
*the heart of it all*

---

TO: Mayor & City Council

From: Jeffrey A. Fiegenschuh, City Administrator

Re: Biweekly Update

Date: May 18, 2013

Below is a list of projects I have been working for the past two weeks. Let me know if you have any questions

**Website Updates**-The Committee recently met with eWay Corp to begin developing a plan for implementation of the new website. Our committee gave eWay Corp examples of other websites we liked and disliked along with a list of information that should be included in the new site. Danielle will be the sole point person on the implementation of the new site. If you have any questions or suggestions moving forward please send them to her for consideration. Once a front page is developed it will be loaded and viewable for staff and council members; so your input will be needed. Our goal is to have the new site up and running by early to mid July. I will keep you apprised of the project moving forward.

**Early Retirements**-There may be some renewed interest from staff in a possible early retirement. I'm working to put a plan together that meets the needs of the employee and the City. I've been in discussions with the folks from Polk County. They offered an early retirement plan that was successful for the county and the affected employees. Again I will keep you posted as the potential continues to exist.

**Bonding Project**-I've continued working on this important project. May 20<sup>th</sup> at 11:00am is the date and time the bids for the bonds are due back. If the City gets an acceptable bid, the closing is set for July 1, 2013 the first day of the new FY. Staff appreciates the Council's support on this project. The refund will save the City significant dollars and the new equipment will ensure that our residents will continue to receive the highest quality services.

**Strategic Planning Session-**I was very pleased with the comments and discussion during the strategic planning session last week. Overall I think some great priorities were discussed and evaluated. Within the next week Susan should return the notes and discussion topics from the retreat. I will disseminate to you when I get copies. Staff will report back monthly on the progress of the implementation of your priorities. **Also don't forget to email Susan what you believe should be our organization's core values. I've only received feedback from one council member.**

**Pawnshop and Payday Lending Ordinance-**Sheena and I have been in discussions with Matt Brick about how to move forward with this ordinance. We've held several conference calls to discuss other communities' ordinances and how they may apply to Windsor Heights. Examples of issues discussed include placing distance requirements on future facilities, developing stronger regulations to the current code and rezoning to a different zoning district. The Planning Commission will be discussing this topic at their May 29<sup>th</sup> meeting. I'm hoping to get some direction from them so staff can develop an ordinance that will be considered by the P & Z Commission at their June meeting, followed by the City Council. The City has until Aug 31<sup>st</sup> to move forward with new regulations before the moratorium expires.

**Iowa Living Magazine-**Jolene Goodman with Iowa Living magazine has proposed a one page add in their publication instead of the current two page ad the City runs. The overall savings to the City by doing the one page ad will be approx \$4,500. This is an option that will allow the City to continue to utilize this once a month newsletter that reaches every mailbox in WH while saving some significant dollars. Please let me know your thoughts on this so I can let them know if we will be moving forward.

**I-235 Project and Bike Trail Closure-**IDOT will be on hand at the May 20<sup>th</sup> meeting to discuss both issues, particularly their plan to close the bike trailer for part of the summer and fall during the I235 construction project. My hope is to get a final plan from them so the City can publicize when the trail will be closed and what, if any, alternate routes can be utilized. Bring lots of questions.

**Other Meetings Attended:**

- Meetings with residents
- Staff meetings
- Alliance for Innovation Webinar with staff
- Metro City Manager lunch
- Planning & Zoning
- Meeting with Rhul & Rhul & Attorney regarding 63<sup>rd</sup> and Hickman property
- Meeting with City's financial advisor
- Meeting with Reps from Springstead to discuss future City needs
- Windsor Heights Young Professionals meeting
- Coffee with Council Members