

**CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
November 18, 2013 - 6:00 p.m. City Hall - Publication version**

RC=Roll Call Vote

Mayor Pro Tem Willits called the meeting to order at 6:00 p.m. Council present: Diana Willits, Charlene Butz, David Jenison, Betty Glover and Dave Burgess.

Swearing in of Diana Willits as Mayor to fill unexpired term of former Mayor Sullivan

City Administrator Jeff Fiegenschuh sworn in Mayor Willits.

Swearing in of Tony Timm as Council Member to fill the unexpired term of former Councilmember Diana Willits

Mayor Willits sworn in Council Member Tony Timm.

Approval of the Agenda

Council Member Jenison moved approval, Council Member Glover seconded approval of the agenda with the addition of public comment to follow the administrator reports since it was inadvertently left off the agenda. Voice vote passed unanimously.

Good of the Order- No report

Approval of Minutes

Council Member Glover moved to approve the November 4th minutes, Council Member Jenison seconded approval of the minutes. Voice vote passed unanimously.

Approval of the Consent Agenda

Council Member Butz moved to approve, Council Member Jenison seconded approval for Claims & Payroll, Approval of FY 14/15 certified TIF indebtedness report in the amount of \$254,885, Approval of 2013 Urban Renewal Report, and set Public Hearing for December 2, 2013 at 6PM on proposed action to issue internal fund loan in the amount of \$29,629, all of which will be repaid with tax increment financing. Voice vote passed unanimously.

Presentation by Gunnar Olson with DART

Elizabeth Presutti, Executive Director of DART was on hand to present about connecting communities and connecting opportunities. The presentation documents are available by contacting DART and are on the Windsor Heights website.

Presentation by Bravo Greater Des Moines

Suku Radia with Bravo Board of Directors and Dave Stone, Associate Director of Bravo were on hand for their annual presentation to the City Council. The presentation is available on the City's website.

Consideration of Resolution 13-1173 authorizing the expenditure of local funds in an amount not to exceed \$30,000 to be applied to an Iowa Economic Development Authority Housing Fund program

CA Fiegenschuh discussed the housing rehabilitation grant and said the City's match would not be paid out all at once, but cost shared with the grant as each applicant was funded. Council Member Glover stated how important this grant is and she is fully supportive. CA Fiegenschuh also thanked Council Member Glover, her group of volunteers and the public works department for gathering the needed surveys. Council Member Timm moved to approve the resolution, Council Member Glover seconded. RC Vote passed unanimously.

Consideration of Resolution 13-1174 authorizing an amendment to the contract with Municipal Collections of America

Council Member Glover moved to approve the resolution, Council Member Butz seconded. RC Vote passed unanimously.

Council Member Comments

Burgess (No comment), Jenison (Windsor Wonderland is December 6th and 7th and it's a great event for families), Butz (Welcome Tony Timm and congratulations to Mayor Willits), Glover (Thanked Dave Jenison. Thanked Diane Foss for helping with grant surveys), Timm (Thanks to the public for your support and I'm excited to be on Council).

Public Comment

No public comment

Administrator Reports- Creating of Budget Committee (seeking citizen representatives)

CA Fiegenschuh explained the idea behind the budget committee and said ideally it will comprised of the Myor two council members and two or three members of the public. He continued to say this board would make recommendations concerning the budget to the City Council, who has final approval. Danielle will put an application together and make it available on the City's website. Finally Fiegenschuh stated we need to get the committee established at the next Council meeting because budget work needs to begin before Christmas. Stacie Wright has been hired as the new Accounting Clerk to take over for Carrie. She begins training December 4th, 5th, and 6th and she starts full-time December 16th. Fiegenschuh publically thanks Carrie Kruse for her years of service to the City and that she will be missed.

Mayor's Inquiries- Thanks for supporting me as your next Mayor.

Adjourn to 6:00pm on Monday December 2, 2013 for the regular meeting of the City Council.

Council Member Burgess moved and Council Member Timm seconded. Voice vote passed unanimously.

Diana Willits, Mayor

ATTEST:

Jeffrey Allen Fiegenschuh, City Administrator/Clerk