



This year's Windsor Wonderland will be a two-day celebration at the Windsor Heights Community & Events Center in Colby Park. Attendees are encouraged to bring a non-perishable food can or personal care product for the Windsor Heights Food Pantry. There will also be collection of winter coats for those in need. Tickets to both events are on sale now at the Windsor Heights City Hall. For more information, please contact Tracy at 645-6821 or visit www.windsorheights.org.

More information at www.windsorheights.org

City of Windsor Heights

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AMERICA'S CROWN COMMUNITY NEWSLETTER

Winter Safety Tips

Water that Tree

What's a holiday party or even the traditional Christmas morning scene itself without a beautifully decorated tree? If your household, as those of more than 33 million other American homes, includes a natural tree in its festivities, take to heart the sales person's suggestion: "Keep the tree watered." That's good advice and not just to create a fragrant indoor winter wonderland atmosphere. Christmas trees account for 250 fires annually, resulting in 14 deaths, 26 injuries and more than \$13.8 million in property damage. Typically, shorts in electrical lights or open flames from candles, lighters or matches start tree fires. Well-watered trees are not a problem. Remember, a wet tree is a safe tree!



Chimney Fires

As you snuggle in front of a cozy fire or bask in the warmth of your wood stove, you are taking part in a ritual of comfort and enjoyment handed down through the centuries. The last thing you are likely to be thinking about is the condition of your chimney. However, if you don't give some thought to it before you light those winter fires; your enjoyment may be very short-lived. Why? Dirty chimneys can cause chimney fires, which damage structures, destroy homes and injure or kill people.

Chimney fires don't have to happen. Here are some ways to avoid them:

- Use seasoned woods only (dryness is more important than hard wood versus soft wood considerations)
- Build smaller, hotter fires that bum more completely and produce less smoke
- Never burn cardboard boxes, wrapping paper, trash or Christmas trees; these can spark a chimney fire
- Install stovepipe thermometers to help monitor flue temperatures where wood stoves are in use, so you can adjust burning practices as needed
- Have the chimney inspected and cleaned on a regular basis

Proper Maintenance: Clean chimneys don't catch fire. Make sure a CSIA Certified Chimney Sweep inspects your solid fuel venting system annually, and cleans and repairs it whenever needed.

Your sweep may have other maintenance recommendations depending on how you use your fireplace or stove.

CSIA recommends that you call on certified chimney sweeps, since they are regularly tested on their understanding of the complexities of chimney and venting systems.

Friday, December 6

Children are invited to "cozy up" by wearing pajamas, bringing sleeping bags and enjoying an evening of the Polar Express.

- 6:30 p.m. Lighting of Trees
- 7:00 p.m. Hands-on winter crafts
- 7:30 p.m. Showing of Polar Express

Friday activities cost \$3.00 per person or \$10 per family, and includes activities, movie, hot dog, hot chocolate, and popcorn.

Saturday, December 7

Festivities continue with fun for the entire family. Enjoy live holiday music performed by area musicians.

- 8:30-11:00 a.m. Pancake breakfast, photo with Santa (no ticket needed for photo)
- 10:30-11:30 a.m. Child/pet photo with Santa, free of charge (no ticket needed for photo)

Saturday breakfast ticket cost \$6.00 per person, and includes all you can eat breakfast. No ticket needed for photos with Santa.

Rental Property Certification

The City of Windsor Heights has a rental property certification program? In 1997, the Windsor Heights City Council adopted the Uniform Housing Code, 1997 Edition, and the Recommended Minimum Housing Standards, 1986 Edition, as the City Rental Housing Code. The Code applies to all properties or portions thereof which are occupied on a rental basis or if in return for housing, a tenant agrees to occupy and maintain the premises and pay utilities.

All owners of rental property must comply with the Code standards. All property owners shall submit an application requesting a rental certificate. Such application shall be accompanied by an inspection fee. A copy of the fee schedule is enclosed. Upon receipt of an application, the City conducts an inspection of the premises and issues Rental Certificates.

Below is a brief outline of the Rental Registration process:

- The property owner completes an application for a rental registration. The completed registration form must accompany the appropriate registration fee.

Registration fee: \$75.00

Inspection fee: \$75.00

Conversion fee to a rental unit if not previously a rental unit: \$250.00

- The property owner contacts the City of Windsor Heights to schedule an inspection visit.
- The inspector will visit the property and conduct the inspection. He or she will leave a copy of the completed check list at the property after the initial inspection visit.
- If the rental unit complies with the provisions of the Code, the inspector will issue a rental certificate.
- If violations are found, the property owner is responsible for correcting all violations.
- The inspector will return to the property and perform the re-inspection.
- Regular inspections must be performed on the property. Inspections of one and two family rental units (single homes and duplexes) are required every eighteen (18) months. Regular inspections of multi-family rental properties (apartment buildings) are required to be inspected every twelve (12) months.

If you have specific questions regarding the rental inspection program, please feel free to call City Hall at 279-

3662. If you need to report a rental property, call City Hall or visit:

<http://www.windsorheights.org/planning-building/report-a-code-violation.aspx>.



City of Windsor Heights
the heart of it all

1133 66th Street
Windsor Heights, IA 50324
(515) 279-3662

www.windsorheights.org

Help keep Winter Salt and Sand Out of Walnut Creek

At your home, you can prevent pollution to the river and backwaters by limiting the amount of salt and deicers you use on your driveways and sidewalks. Did you know one teaspoon of salt can contaminate five gallons of water?

- As a rule of thumb, if there is a layer of salt remaining on your driveway after the ice melts, you used too much salt. If you do have excess sand or salt, sweep it up and throw it away so that it is not washed into the storm sewer.
- The earlier you shovel after a snowfall, the less likely you are to need salt.
- Consider using an anti-icing agent before it snows. It will prevent the snow from bonding with the pavement

CONTACT US! City of Windsor Heights

Emergency Phone Numbers
Fire Department911
Police Department911

Non-Emergency Phone Numbers
Police/Fire286-3632
City Hall279-3662

MayorDiana Willits
Council Members:
 Charlene Butz
 Dave Burgess
 Betty Glover
 Dave Jenison
 Tony Timm

City AdministratorJeff Fiegenschuh
Chief Financial Officer.Carrie Kruse
Fire ChiefChristopher Cross
Police ChiefDennis McDaniel
Public Works Director Jason Van Ausdall

Police Department:
 Police Dispatch286-3632
 Police Admin./Records277-4453
 Police Investigations277-4455

Fire Department279-3662

Public Works Dept.279-3662
Colby Park Reservations645-6821
Building Inspector279-3662
Animal Control286-3632

City Council Meetings are held the 1st and 3rd Mondays of every month at 6:00 p.m., unless posted otherwise.

DECEMBER 2013 & JANUARY 2014						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 City Council Meeting 6 p.m. (City Hall)	3	4	5	6 Windsor Wonderland 6:30-9:00 pm	7 Windsor Wonderland 8:30 a.m.-1 p.m.
8	9	10	11	12	13	14
15	16 City Council Meeting 6 p.m. (City Hall)	17	18	19	20	21
22	23	24 Holiday City Offices Closed	25 Holiday City Offices Closed	26	27	28
29	30	31	1 Holiday City Offices Closed	2	3	4
5	6 City Council Meeting 6 p.m. (City Hall)	7	8	9	10	11
12	13	14	15	16	17	18
19	20 City Council Meeting 6 p.m. (City Hall)	21	22 Planning & Zoning Meeting 4:30 p.m. (City Hall)	23	24	25

NEWS BRIEFS

Annual Holiday Lighting Contest

The Windsor Heights Foundation is pleased to announce the annual holiday lighting contest. The Foundation has divided the city into six zones, and will award a \$50.00 prize to the winner in each zone. The Foundation will award an additional \$50.00 for the "Best of the Best." The contest winners will receive a lighted sign to place in their yard. The Foundation also appreciates the businesses that decorate for the holidays.

Judging will take place between 6:30 and 9 p.m. from December 3-10, 2013. The Foundation is asking residents to have their decorations in place and lit during this time.

The Foundation has selected these criteria for judging the displays:

1. Consistent theme (not a mix of secular and religious)
2. Balanced design; not cluttered or overdone
3. Creativity in design
4. Originality, including "hand-crafted" elements
5. Minimum use of "plastic"
6. Display looks good by day as well as by night

Christmas Tree and Winter Yard Waste Collection

The holidays often include bringing in the new and disposing of the old. As your shuffling things around, make sure to get your Christmas Tree to the curb in time for collection.

Christmas trees, just like yard waste, are collected from the curb and recycled into compost. Trees are picked-up on your regular garbage day between Dec. 30 and Jan. 10, and they must have a Compost It! sticker attached. Stickers are sold at participating grocery and hardware stores for \$1.20. Please remove all decorations.

This is also the last time any remaining yard debris is collected before spring. Use a Compost It! cart or bags, or attach Compost It! stickers to generic bags to ensure your yard waste is picked up.

For more information about yard waste collection, visit Metro Waste Authority at www.WhereItShouldGo.com or call (515) 244-0021.

Winter Weather Reminders

With winter upon us, the City of Windsor Heights would like to remind residents of the ordinances that pertain to snow and ice. If you have any questions or concerns about the City's snow ordinance, please do not hesitate to call City Hall at 279-3662.

What are the rules regarding parking a vehicle on the street during the winter? City code states that it is unlawful to park on any street during the time of any snowfall and within the 24 hours following the end of the any snow event (60.10.10). Any vehicle parked on the street during a snowfall or within 24 hours after a snowfall faces the possibility of receiving a \$25 parking ticket and/or impoundment. It is important to remember the times when you cannot be parked on the street and that the snow ordinance automatically goes into effect when snow begins to accumulate. This allows for timely removal of snow from the streets and is needed to maintain the safety of our main thor-

oughfares to get emergency response apparatus to residential areas expeditiously.
What about my sidewalks during or after it snows? It is the responsibility of the abutting property owners to remove snow and ice accumulations promptly from sidewalks. If the property owner does not remove snow and/or ice accumulations within a reasonable time, the City may do so and ultimately assess the costs against the property owner for collection in the same manner as property tax. For purposes of enforcement, a reasonable time period is generally 48 hours after the snow or ice accumulations end. While the City realizes it can be frustrating to finish clearing your driveway and then have the plow come by, the snow removal policy adopted by the City Council indicates that snow placed in driveways by City plows is the responsibility of the property owner to remove. Snow from a private driveway may not be placed on or pushed across a City street.