

**CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
November 3, 2014 - 6:00 p.m. City Hall - Publication version**

RC=Roll Call Vote

Mayor Willits called the meeting to order at 6:00 p.m. Council present: Steve Peterson, Charlene Butz, Betty Glover, Dave Burgess, and Tony Timm.

Approval of the Agenda

Council Member Peterson moved to approve, Council Member Butz seconded approval of the agenda. Voice vote passed unanimously.

Good of the Order

The Mayor brought up a couple of prestigious awards local business Quester received. At a future meeting, there will be a Proclamation to acknowledge the awards and to go over the survey they recently completed for the city. The Mayor followed up on 63rd and College regarding the traffic crossing signal. At this point, the city does not qualify but will continue to examine remedies.

Council Member Comments

Burgess (Sign/flag pole- building update), Peterson (No comment), Butz (No comment), Glover (No comment), Timm (No comment).

Approval of Minutes

Council Member Peterson moved to approve the October 20, 2014 minutes, Council Member Butz seconded approval. Voice vote passed unanimously.

Public Comment

No public comment.

Approval of the Consent Agenda

Council Member Peterson moved to approve, Council Member Timm seconded approval of Claims & Payroll, August 2014 Treasurer's Report, and the September 2014 Treasurer's Report. RC Vote passed unanimously.

Consideration of Ordinance No. 14-11, an Ordinance Amending Table 168-2 of the City of Windsor Heights Zoning Code of Ordinances, Amending Food Sales (Convenience) to be Permitted as a Conditional Use in the Community Commercial (CC) Zoning District Instead of Permitted by Right (3rd Reading)

Council Member Butz moved to approved, Council Member Peterson seconded. RC Vote passed unanimously.

Consideration of Ordinance No. 14-12, for the Division of Revenues under Iowa Code, Section 403.19, for Amendment No. 3 to the Amended and Restated Urban Renewal Plan for the City of Windsor Heights (2nd Reading)

Council Member Peterson moved to approve on the second reading and waiving the third, Council Member Glover seconded. RC Vote: Yes- Butz, Timm, Glover, Peterson, No- Burgess.

Consideration of Resolution No. 14-1163, A Resolution Authorizing Review of Disclosure Activities and Participation in the Municipalities Continuing Disclosure Cooperative Initiative

Council Member Peterson moved to approve, Council Member Butz seconded. RC Vote passed unanimously.

Consideration of Resolution No. 14.1164, A Resolution Approving a Wage Adjustment for the Professional Administrative Assistant

Council Member Burgess moved to approve, Council Member Glover seconded. RC Vote passed unanimously.

Consideration of Approval, of Site Plan for Unity Point Clinic, NW at Windsor Crossings as Recommended by Planning and Zoning at its October 22, 2014 Meeting

Windsor Heights Residents Lorin Knapp and Vicki Sodawasser had questions regarding stormwater. Council Member Glover moved to approve, Council Member Peterson seconded. RC Vote passed unanimously.

Consideration of Approval, of the City's Fiscal Year 2014 Urban Renewal Report

Council Member Glover moved to approve, Council Member Peterson seconded. RC Vote passed unanimously.

Consideration of Final Payment – New City Hall (1145 66th Street Suite 1) in the Amount of \$93,548.56 payable to TS Construction, Inc.

Council Member Timm moved to approve, Council Member Butz seconded. RC Vote passed unanimously.

Discussion / Possible Action, Controlling the City's Deer Population (VanAusdall Report)

An Ordinance will be drafted/amended for additional people. It will come to Council for action at a future meeting.

Administrator Reports

Finance Season

- Urban Renewal Report just completed for FY '14
- Preliminary Audit results- approximately \$200k excess revenues over expenses
- This week working on TIF Certification for FY '16
- Begin budget process

Mayor's Inquiries

Windsor Wonderland is Saturday, December 6th from 2-6pm.

Possible Closed Session, In accord with Chapter 21.5(1)(i) of the Code of Iowa To Evaluate the Professional Competency of an Individual Whose Appointment, Hiring, Performance, or Discharge is Being Considered When Necessary to Prevent Needless and Irreparable Injury to that Individuals Reputation and That Individual Requests a Closed Session

Council Member Peterson moved to approve entering into closed session. Council Member Timm seconded. RC Vote passed unanimously. City Council adjourned to closed session at 6:44PM.

Council Member Butz made a motion to leave closed session, Council Member Glover seconded. RC Vote passed unanimously. City Council left closed session at approximately 7:44PM.

Return to Open Session

Council Member Peterson moved to approve, Council Member Timm seconded. RC Vote passed unanimously.

Discussion/Possible Action Regarding Appointment of Permanent City Administrator

Council Member Peterson moved to approve, Council Member Butz seconded. RC Vote passed unanimously.

Consideration of Resolution No. 14-1165, A Resolution Authorizing and Approving the Mayor to Enter into an Agreement with the Council's Chosen Candidate to become the City Administrator for the City of Windsor Heights

Council Member Peterson moved to approve, Council Member Timm seconded. RC Vote passed unanimously.

Adjourn to 6:00pm on Monday November 17, 2014 for the regular meeting of the City Council.

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

Diana Willits, Mayor

ATTEST:

Brett Klein, Interim City Administrator/Clerk

