

# AGENDA



Windsor  
Heights  
*the heart of it all*

## DECEMBER 1, 2014 REGULAR BUSINESS MEETING AGENDA

6:00 P.M. CITY HALL, 1133 66<sup>th</sup> STREET  
WINDSOR HEIGHTS, IOWA

- 1) **Call to Order/Roll Call/Pledge of Allegiance**
- 2) **Approval of the Agenda**
- 3) **Council Member Comments**
- 4) **Approval of the Minutes:**
  - a) November 17, 2014 Regular Council Meeting
- 5) **Public Comment.** This is an opportunity for any citizen to come forward and discuss any item that is not listed on the Agenda. (Please make your remarks from the podium and limit your presentation to no more than 5 minutes.)
  - a) Registered Public Comment: GiGi's Playhouse
- 6) **Mayoral Proclamation:** Quester Winner of 2014 EXPLOR Award
- 7) **Approval of the Consent Agenda.**

All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.

  - a) Claims & Payroll
- 8) **Consideration of Resolution No. 14-1272,** A Resolution Authorizing and Approving a Payment In Lieu of Taxes (PILOT) Agreement with Immanuel
- 9) **Consideration of Resolution No. 14-1273,** A Resolution Amending and Revising Section 7.3 of the Windsor Heights Personnel Policy Manual – Cell Phone Reimbursement
- 10) **Consideration of Resolution No. 14.1274,** A Resolution Adopting National Interoperability Channels (Metro Interoperability Communications System)
- 11) **Consideration of Resolution No. 14-1275,** A Resolution Approving the Polk County Joint E911 Service Board Appointments
- 12) **Consideration of Resolution No. 14-1276,** A Resolution Approving and Adopting an Official Font of the City
- 13) **Consideration of Resolution No. 14-1277,** A Resolution Authorizing and Approving Entering Into a 28E Agreement with Polk County for Emergency Animal Control Services
- 14) **Discussion / Possible Action,** Approving a Gateway Sign Design in the Area of 63<sup>rd</sup> and Hickman
- 15) **Consideration of Job Description and Hiring Authorization,** A Revised Job Description for the Police Administrative Support Clerk and Authorization to Hire Permanent, Full-Time Position
- 16) **Administrator Report**
  - a) Recap of Council Budget Goals
- 17) **Mayor's Inquiries**

18) **Closed Session.** Possible closed session pursuant to Iowa Code Section 21.5.i, 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 individual's reputation and that individual requests a closed session. This discussion is further exempt from Iowa Code Chapter 21 pursuant to Iowa Code Section 21.9, as well as the attorney / client privilege as codified in Iowa Code Section 622.10.

19) **Return to Open Session**

20) **Action from Closed Session**

21) **Adjourn to 6:00pm on Monday December 15 at Windsor Heights City Hall**

**Mayor**

Diana Willits

**City Administrator**

Brett Klein

**Police Chief**

Dennis McDaniel

**Public Works Director**

Jason VanAusdall

**Council Members**

Steve Peterson (Mayor Pro Tem)

Charlene Butz

Betty Glover

Dave Burgess

Tony Timm

**Accounting Clerk**

Marcia Woodke

**Fire Chief**

Christopher Cross

**Zoning Administrator**

Sheena Danzer

**City Attorney**

Matt Brick