

**CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES**  
**January 5, 2015 - 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, Dave Burgess, Betty Glover 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.

**Council Member Comments**

Burgess (No comment), Peterson (No comment), Butz (No comment), Glover (No Comment), Timm (No Comment).

**Approval of Minutes**

Council Member Butz wants to change the reference from “John” to “Mr. John Thompson”. Council Member Peterson moved to approve the December 15, 2014, minutes with changes, Council Member Burgess seconded approval. Voice vote passed unanimously.

**Public Comment**

Windsor Heights Resident Mr. Martindale said there were two cars broken into in October, 2014. Multiple cars and homes on 64<sup>th</sup> and 65<sup>th</sup> were broken into this weekend. Windsor Heights has a high crime index. The beautification is great but we need more Patrol. He said he used to see Police patrolling all the time and now he does not.

**Public Hearing on proposed plans and specifications, proposed form of contract and estimate of cost for the construction of the 2014 paving program, phase 2, for the city of Windsor Heights, Iowa and the taking bids therefor**

Council Member Burgess made a motion to open the public hearing, Council Member Peterson seconded. RC Vote passed unanimously. The public hearing convened at 6:12 PM. Council Member Peterson asked if 80<sup>th</sup> street is a priority. Public Works Director Jason VanAusdall said yes and there’s been some discussion regarding Orangeburg which should be worked through at the committee level. Hearing no comments from the public, Council Member Peterson motioned to close the public hearing. Council Member Glover seconded. RC Vote passed unanimously. The public hearing was closed at 6:18 PM.

**Approval of the Consent Agenda**

Council Member Peterson moved to approve, Council Member Butz seconded approval of Claims & Payroll. RC Vote passed unanimously.

**Consideration of Resolution 15-0101, A Resolution Approving a Post-Issuance Tax Compliance Policy**

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

**Consideration of Resolution 15-0102, A Resolution Adopting Plans, Specifications, Form of Contract And Estimate of Cost- Phase 2 Paving Program**

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

**Consideration of Resolution 15-0103, A Resolution Authorizing the City to Submit a Grant Application to the Iowa Department of Agriculture and Land Stewardship (IDALS) for an Urban Conservation / Water Quality Project**

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

**Consideration of Resolution 15-0104, A Resolution Authorizing the City to Submit a Federal STP Grant Application to Des Moines MPO for University Avenue Improvements, Including a Bike Lane**

Council Member Glover moved to approve, Council Member Peterson seconded. RC Vote: Yes- Butz, Timm, Glover, Peterson, No- Burgess.

**Consideration of Resolution 15-0105, A Resolution Authorizing the Accounting Clerk / Treasurer to Provide Maintenance and Oversight of the City's Petty Cash Fund and Act as Custodian of Said Fund**

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

**Consideration of Resolution 15-0106, A Resolution Authorizing the City to Submit a Federal STP Grant Application to Des Moines MPO for Gateway Signage / Streetscape Improvements – 63rd and University**

Council Member Peterson moved to approve, Council Member Glover seconded. RC Vote: Yes- Timm, Glover, Peterson, No- Butz, Burgess.

**Consideration of Revised Job Description / Position, Approving a Title Change and Corresponding Duties / Responsibilities (Zoning Administrator to Director of Planning, Development, and Marketing)**

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

**Consideration of Revised City Organization Chart**

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

**Consideration of TIF Funding, Invoice #1-002250, Kum and Go Brick Columns – City Share**

Council Member Peterson moved to approve, Council Member Timm seconded. RC Vote: Yes- Butz, Timm, Glover, Peterson, No- Burgess.

**Administrator Report**

- FY '16 Budget Update
- Reminder Strategic Planning is Tuesday, January 6<sup>th</sup>

**Mayor's Inquiries**

- GiGi's ribbon cutting is January 20 at 5:45pm
- The GDMP Legislative Reception is January 12 at the Science Center
- The Mayor will be out of town January 9-14 and May 10-12 for the DC Trip

**Possible Closed Session, In accord with Chapter 21.5 1 (j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.**

Council Member Burgess moved to approve entering into closed session, Council Member Peterson seconded. RC Vote passed unanimously. City Council adjourned to closed session at 6:45PM.

Council Member Burgess made a motion to exit closed session and return to open session. Council Member Peterson seconded. RC Vote passed unanimously. City Council left closed session at 7:04PM.

**Adjourn to 6:00pm on Monday January 19, 2015 for the regular meeting of the City Council.**

Council Member Burgess moved and Council Member Peterson seconded. Voice vote passed unanimously. The City Council meeting ended at 7:04PM.

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Diana Willits, Mayor

ATTEST:

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Brett Klein, City Administrator/Clerk