

CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
March 2, 2015 - 6:00 p.m. City Hall - Publication version

RC=Roll Call Vote

Mayor Willits called the meeting to order at 6:01 p.m. Council present: Steve Peterson, Charlene Butz, Dave Burgess, Betty Glover via phone and Tony Timm.

Staff present: City Administrator Klein, Chief McDaniel, Sheena Danzer – Director of Planning and Development, and Attorney Clanton.

Approval of the Agenda

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

Council Member Comments

Burgess (The legislative coffee was a good meeting. Representatives indicated why they voted no on the gas tax), Peterson (Saturday I attended the legislative coffee with Rep. Hagenow, Sup. Brownell and Sen. Schneider. The topics included HF 161 regulations on non-relations living in rental units, etc. There will be more information later.), Butz (No comment), Glover (No comment), Timm (No comment).

Approval of Minutes

Council Member Glover moved to approve the February 16, 2015 minutes, Council Member Peterson seconded approval. Voice vote passed unanimously.

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 Comment. Representatives from Davis Brown Law Firm / Childserve will be present to discuss a request to issue conduit (City Capacity) financing for Childserve.

Courtney Strut Todd, requested Windsor Heights be considered the issuer for Childserve. She said the City will not take on debt. We need bank qualified bond and cities issuing less than \$10m a year qualify as a small issuer.

Windsor Heights has graciously provided this service in the past.

Windsor Heights Resident Kerry Bowen- Reported that they have Low Quality of Life due to excessive parking every Tuesday/Friday evening / night and blocking her driveway and shining lights in their home. She has called police numerous times to fix the issue - the visitors of the adjacent property show no respect for her property.

Windsor Heights Resident George Hanusa thanked Jason for his support. There will be a display and education of bricks at the Community Center.

Public Hearing. Proposed FY 16 Budget Estimate

Council Member Peterson made a motion to open the public hearing, Council Member Butz seconded. RC Vote passed unanimously. The public hearing convened at 6:16 PM. Hearing no comments from the public, Council Member Peterson motioned to close the public hearing, Council Member Timm seconded. RC Vote passed unanimously. The public hearing was closed at 6:17 PM.

Mayoral Proclamation: Jason VanAusdall Service Recognition

Mayor Willits presented Jason VanAusdall a proclamation in recognition for his service to the City of Windsor Heights.

Approval of the Consent Agenda

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

Consideration of Revised Job Descriptions / Positions – Reorganization of Public Safety Department:

a) Approving a Title Change and Corresponding Duties / Responsibilities (Fire Chief to Deputy Fire Chief)

b) Approving a Title Change and Corresponding Duties / Responsibilities (Police Chief to Chief of Police / Fire Services)

c) Approving Police Captain Job Description and Authorizing the Promotion for FY '16

d) Approving Police Corporal Job Description and Authorizing the Promotion(s) for FY '16

e) Approving Public Safety Organization Chart

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

Consider Approval of Agreement Between the City of Windsor Heights and Veenstra & Kimm, Inc., Building Department Services Agreement

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

Consideration of Class E Liquor License Renewal Request, Hy-Vee Food & Drugstore

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

Consideration of Resolution No. 15-0318, A Resolution Approving and Adopting the Annual City of Windsor Heights Operating Budget for FY 2015/2016

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

Consideration of Resolution No. 15-0319, A Resolution Regarding the Issuance of Not to Exceed \$8,000,000 Aggregate Principal Amount of Revenue and Refunding Bonds (Childserve Project), Series 2015, Calling A Public Hearing on the Proposed Issuance of the Bonds, and Directing Publication of Notice of the Hearing

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

Consideration of Resolution No. 15-0320, 28E Agreement for the Authority Members of the Metro Home Improvement Program

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

Consideration of Resolution No. 15-0321, A Resolution Making Award of a Construction Contract – Phase 3 Paving

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

Consider Approval of Construction Bid, Council Chambers – Public Safety

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

Administrator Report

- Budget- Thanks to Department heads and Council Members

Mayor's Inquiries

The next 10/60 meeting is Monday at 5:15PM. The April 10/60 meeting will be about budget/TIF.

Adjourn to 6:00pm on Monday March 16, 2015 for the regular meeting of the City Council.

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

Diana Willits, Mayor

ATTEST:

Brett Klein, City Administrator/Clerk