

**CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES**  
**May 4, 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.

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

**Approval of the Agenda**

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

**Council Member Comments**

Burgess (30-40 people attended the Walnut Creek Watershed initial meeting where the watershed was discussed followed by a presentation. It was an informative and interesting meeting. Fire Department Committee Meeting – Chief's proposal will provide the best services based on the funding available for the time being); Glover (I went to the Watershed gathering at 4:30 with other elected officials and we need to work together including our partners up stream; KWHB has their plant exchange this Saturday, May 9 from 1-4pm), Timm (No comment), Butz (WH Foundation is sponsoring the ice cream social; Co-sponsors include Blue Bunny and Hy-Vee on August 30), Peterson (Walnut Creek Watershed meeting was great; Chamber after hours is Wednesday, May 6 at 4:30pm; At 5pm on May 6 during the After Hours meeting, Chief will address businesses for FD volunteers)

**Approval of Minutes**

Council Member Butz moved to approve the April 20, 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.) Registered Comment. Peter J. McNally of Grinnell Group – (Wireless Technology)** provided an overview of the small cell wireless technology for which a ROW permit is being applied to place upon utility poles in strategic locations to enhance the Verizon network.  
No other public comment.

**Approval of the Consent Agenda**

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

**Consideration of Resolution No. 15-0432, A Resolution Adopting Plans, Specifications, Form of Contract and Estimate of Cost – Hickman Road Streetscape Improvements Project**

Windsor Heights Resident John Thompson asked if the dollar amount could be placed on the agenda. Council Member Peterson moved to approve, Council Member Timm seconded. RC Vote: Yes- Butz, Timm, Glover, Peterson, No- Burgess.

**Consideration of Resolution No. 15-0536, A Resolution Approving The Addition of Two Full-Time Positions to the Fire Department Position Inventory by Converting Part-Time Hours and Authorization to Hire the Same**

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

**Consideration of Resolution No. 15-0537, A Resolution Approving A Rate of Pay Schedule for Part-Time Communications Specialist**

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

**Consideration of Approval of a Request for Qualification (RFQ), for Update to the City's Comprehensive Plan**

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

**Consideration of Approval of Engineer Proposal, Walnut Creek Stream Stabilization / Flood Reduction Project – Clive Elementary**

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

**Approval of Liquor License Applications**

**a) QuikTrip – Class E Liquor License Renewal**

**b) Meghann Emery – New Class C Liquor License – Event at Community Center**

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

**Administrator Report**

- Strategic Plan
- EAB
- Open Position(s) Update

**Mayor's Inquiries**

- Washington DC
- 10-60
- Movies in the Park
- August 7 Bike Ride
- PD Blood Drive May 11, 2-6pm
- Smart911 – flood of information in next several months

**Adjourn to 6:00pm on Monday May 18, 2015 for the regular meeting of the City Council.**

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

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Diana Willits, Mayor

ATTEST:

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Brett Klein, City Administrator/Clerk