CITY OF WINDSOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
January 12, 2016 - 6:00 p.m. City Hall

(RC=Roll Call Vote)

Mayor Willtis the meeting to order at 6:00 p.m. Council members present: Steve Peterson, Betty Glover, Tony Timm, Threase Harms and Zachary Bales- Henry was present by via phone in.

Staff present: City Administrator Brett Klein, Chief Dennis McDaniel, Director of Planning and Zoning Sheena Nuetzman, Director of Public Services Doug Stone, Communications Coordinator/Deputy Clerk Jessica Vogel, and Management Intern Kyle Mitchel.

Approval of the Agenda
Councilmember Peterson moved to approve the agenda; Councilmember Glover seconded approval. Motion passed unanimously on a roll call vote.

Council Member Comments

Peterson: No Comment
Timm: Bravo moving to the Temple of Performing Arts. Committee meetings will be happening soon. The Bravo Gala is February 6th.
Glover: No Comment.
Harms: No Comment
Bales- Henry: No Comment

Approval of Minutes
Councilmember Peterson moved to approve the December 21, 2015 minutes; Councilmember Timm seconded approval. Motion passed unanimously on a roll call vote.

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: Supervisor Robert Brownell, provided a Polk County Update. There is good growth in Polk County and the budget looks good for the county were some of Brownell's comments.

Public Hearing.
Proposed Second Amended and Restated Urban Renewal Plan. Councilmember Timm made a motion to enter into public hearing; Councilmember Glover seconded. Motion approved unanimously on a RC vote. Public Hearing opened at 6:20 p.m. With no comments received, Councilmember Peterson made a motion to exit the public hearing at 6:23 PM; Councilmember Harms seconded. Motion approved unanimously on a roll call vote.

Approval of the Consent Agenda
Councilmember Glover moved to approve the Consent Agenda; Councilmember Peterson seconded approval. Motion passed unanimously on a roll call vote.

Consideration of Liquor License Applications, Class C Liquor License Renewal, Mustard's Restaurant. Councilmember Timm moved to approve the license. Councilmember Glover seconded the approval. Motion passed unanimously on a roll call vote.

Recognition and Certificate of Appreciation, Eagle Scout Project, Scott O'Brien for the tennis court practice board at Colby Park.

Consideration of Resolution No. 16-0101, A Resolution Naming Depositories for the City of Windsor Heights, Iowa Councilmember Peterson moved to approve the resolution, Councilmember Harms seconded the resolution. Motion passed unanimously on a roll call vote.

Consideration of Resolution No. 16-0102, A Resolution Approving the Polk County Joint E911 Service Board Appointment of City of Windsor Representative and Alternate Councilmember Peterson moved to approve the resolution; Councilmember Glover seconded the resolution. Motion passed unanimously on a roll call vote.

Consideration of Resolution No. 16-0103, A Resolution to Appoint a Member and Alternate Member(s) to the Polk County Emergency Management Commission Councilmember Harms moved to approve the resolution; Councilmember Peterson seconded resolution. Motion passed unanimously on a roll call vote.

Consideration of Resolution No. 16-0104, A Resolution Establishing a Development Review Schedule for the 2016 Calendar Year Councilmember Peterson moved to approve the resolution; Councilmember Timm seconded the resolution. Motion passed unanimously on a roll call vote.

Consideration of Resolution No. 16-0105, A Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa, Designating such Area as Appropriate for Urban Renewal Projects; and Adopting the Second Amended and Restated Urban Renewal Plan Councilmember Timm moved to approve the resolution; Councilmember Peterson seconded the resolution. Motion passed unanimously on a roll call vote.

Consideration of Ordinance No. 16-01, An Ordinance Providing that General Property Taxes Levied and Collected Each Year on All Property Located Within the Second Amended and Restated Urban Renewal Area, in the City of Windsor Heights and Other Taxing Districts be Paid to a Special Fund for Costs Incurred by the City in Connection with the Seconded Amended and Restated Urban Renewal Area. (1st Reading) Councilmember Peterson moved to approve the first reading of Ordinance No.16-01; Councilmember Glover seconded the reading. Motion passed unanimously on a roll call vote.

Consider Approval of Pay Application, Hickman/63rd Streetscape and Gateway Signage (Pay Application #2 / Final less Retainage) Budget Impact: $90,137.20 Councilmember Peterson moved to approve the pay application #2; Councilmember Glover seconded the pay application. Motion passed unanimously on a roll call vote.

Chamber of Commerce Update. No Comment

Presentations from Consultant Finalists, 75th Anniversary Celebration, Capture Marketing and Swaelu answered questions on their proposals that were submitted.

Consideration of Selection of Marketing and Special Events Consultant, 75th Anniversary Celebration and Event, Councilmember Glover moved to approve selection of Capture Marketing, motion failed due to no second received. Councilmember Timm moved to approve selection of Swaelu. Councilmember Peterson seconded the selection. Motion passed. Councilmember Timm, Peterson, Harms and Bales- Henry- Yes. Councilmember Glover- No.

Administrator Report
Strategic planning for the budget on January 16, 2016 9 AM- 3 PM
February 1 Council Meeting will start at 5:00 PM.
Chamber Gala is February 2nd.

Mayor's Inquiries
Mayor's dinner Wednesday January 13 and legislators will be coming. Safe Routes will help with crossing guards and lights.

Adjourn to 5:00pm on Monday, February 1, 2016, for the regular meeting of the City Council.
Councilmember Peterson moved to adjourn; Councilmember Harms seconded. Motion passed unanimously on a roll call vote at 7:23 p.m.

Diana Willtis, Mayor

ATTEST:

Jessica Vogel, Communication Coordinator/Deputy City Clerk