

# AGENDA



Windsor  
Heights  
*the heart of it all*

**MARCH 21, 2016, REGULAR BUSINESS MEETING AGENDA**  
**6:00 P.M. COUNCIL CHAMBERS, 1133 66<sup>TH</sup> STREET**  
**WINDSOR HEIGHTS, IOWA 50324 (515) 279-3662**

*(Full detail and supporting documents for each item can be found at [www.windsorheights.org](http://www.windsorheights.org) If you do not have web / internet access, and would like the supporting documents and information, please call City Hall by 3:00 p.m. the day of the meeting and we will provide you a hard copy at the meeting)*

- 1) **Call to Order/Roll Call/Pledge of Allegiance**
- 2) **Approval of the Agenda**
- 3) **Council Member Comments**
  - a) Board, Committee, Commission Updates
- 4) **Approval of the Minutes:**
  - a) February 15, 2016 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 Comment – Metro Waste Authority**
- 6) **Consideration of Liquor License Application,**
  - a) Class E Liquor License Hy-Vee
  - b) Special Class C Liquor License Hy-Vee Club Room
- 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 and Payroll
  - b) February Treasurer's Report
  - c) Kum and Go Authorizing the Acceptance of a Tobacco Settlement Agreement between the City and Kum & Go for Payment of a Civil Penalty to the City in the Amount of \$300 for a First Violation against the Establishment's Tobacco Control License
- 8) **Public Hearing:**
  - a) Proposed Issuance of Not To Exceed \$4,700,000 General Obligation Refunding Bonds of the City
- 9) **Public Hearing:**
  - a) Proposed Zoning Ordinance Amendment for the Addition of Citywide Design and Development Standards to Chapter 170 of the City Code
- 10) **Consideration of Resolution No. 16-0313,** A Resolution Approving A Mailbox Damage Reimbursement Policy and Procedures
- 11) **Consideration of Resolution No. 16-0314,** A Resolution Adopting The Strategic Plan 2016 Update for the City of Windsor Heights, Iowa
- 12) **Consideration of Resolution No. 16-0315,** A Resolution Approving Additional Projects to Include in the Polk County Multi-Jurisdictional Local Hazard Mitigation Plan for the City of Windsor Heights, Iowa
- 13) **Consideration of Resolution No. 16-0316,** A Resolution in Support of, and Encouraging the Iowa State Legislature to Enact Legislation That Would Legalize the Use of Cannabis for Medical Purposes for Patients Who Are Being Treated By A Licensed Physician
- 14) **Consideration of Resolution No. 16-0317,** A Resolution Instituting Proceedings to Take Additional Action for the Issuance of Not to Exceed \$4,700,000 General Obligation Refunding Bonds
- 15) **Consideration of Resolution No. 16-0318,** A Resolution Directing the Advertisement for Sale of \$1,470,000 (Dollar Amount Subject to Change) General Obligation Refunding Bonds, Series 2016A, And Approving Electronic Bidding Procedures and Official Statement

- 16) **Consideration of Resolution No.16-0319**, A Resolution Directing the Advertisement for Sale of \$2,830,000 (Dollar Amount Subject to Change) General Obligation Refunding Bonds, Series 2016B, and Approving Electronic Bidding Procedures and Official Statement
- 17) **Consideration of Resolution No.16-0320**, A Resolution Making Award of a Bid Through the Competitive Quotation Process for the 80<sup>th</sup> Street Footing Collector Drain and Authorizing the Mayor to Sign the Contract and All Necessary Documents  
*Budget Impact: \$66,831*
- 18) **Consideration of Ordinance No. 15-03**, An Ordinance Amending and Recreating the Code of Ordinances for the City of Windsor Heights, Iowa, By Replacing the Entirety of Chapter 170, Hickman Corridor Overlay District, and Providing for the Amended Title of Development and Design Standard (1<sup>st</sup> Reading)
- 19) **Consider Approval of Updated Job Description**, Fire Marshal
- 20) **Consider Approval of Updated Job Description**, Seasonal Laborer Parks and Public Works Maintenance
- 21) **Consider Approval of Pay Application**, Hickman/63rd Streetscape and Gateway Signage (Pay Application #3 / Final less Retainage)  
*Budget Impact: \$11,034.90*
- 22) **Consider Approval to Purchase Concrete Breaker**, CIP Purchase – Public Works  
*Budget Impact: \$7,397*
- 23) **Consideration of Community and Events Center**, Updated Guidelines and Rental Policy Agreement
- 24) **Consideration of Real Estate Exclusive Representation Agreement**, NAI Optimum
- 25) **Consideration of Traffic Study**, University Avenue Improvement Project  
*Budget Impact: \$24,750*
- 26) **Discussion Regarding Special Events Budget**, 75<sup>th</sup> Invoices
- 27) **Chamber of Commerce Update**
- 28) **Administrator Report**
- 29) **Mayor's Inquiries**
- 30) **Adjourn to 6:00 pm on Monday, April 18, 2016**, at Windsor Heights Council Chambers

**Mayor**  
Diana Willits

**City Administrator**  
Brett Klein

**Chief of Police & Fire Services**  
Dennis McDaniel

**Council Members**  
Steve Peterson (Mayor Pro Tem)  
Betty Glover  
Tony Timm  
Threase Harms  
Zachary Bales-Henry

**Treasurer**  
Marcia Woodke

**Director Public Services**  
Doug Stone

**Director of Planning, Development and Marketing**  
Sheena Nuetzman

**City Attorney**  
Matt Brick