



Windsor
Heights
the heart of it all

COMMITTEE OF THE WHOLE

MAY 2, 2016, COMMITTEE OF THE WHOLE MEETING AGENDA

6:00 P.M. COUNCIL CHAMBERS, 1133 66TH STREET
WINDSOR HEIGHTS, IOWA 50324 (515) 279-3662

- 1) **Call to Order/Roll Call.** In attendance, Director of Planning and Zoning Sheena Nuetzman, Interim Chief Derek Meyer, Interim Fire Chief Tim Kurth, Director of Public Works Doug Stone, Treasurer Marcia Woodke and Communications Coordinator/Deputy Clerk Jessica Vogel. Mayor Willits was absent. Councilmember Harms arrived at 6:15 pm.
- 2) **Consideration of Resolution No. 16-0527,** A Resolution Approving Automated Traffic Enforcement Contract Termination. Councilmember Glover moved to approve the resolution; Councilmember Timm seconded the resolution. Motion passed with a yes vote by Timm, Peterson, Glover and Bales-Henry. Harms was absent.
- 3) **Consideration of Resolution No. 16-0528,** A Resolution Appointing Interim City Clerk. Councilmember Timm moved to approve the resolution; Councilmember Glover seconded the resolution. Motion passed with a yes vote by Timm, Peterson, Glover and Bales-Henry. Harms was absent.
- 4) **Consideration of Resolution No. 16-0529,** A Resolution Ordering Construction of Certain Public Improvements, and Fixing A Date for Hearing Thereon and Taking of Bids Therefore – 2014 Phase 4 Sunset Terrace Reconstruction. Councilmember Timm moved to approve the resolution; Councilmember Bales-Henry seconded the resolution. Motion passed with a yes vote by Timm, Peterson, Glover and Bales-Henry. Harms was absent.
- 5) **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 (3rd Reading) Councilmember Timm moved to approve the third reading; Councilmember Bales-Henry seconded the reading. Motion passed unanimously on a roll call vote.
- 6) **Windsor Heights Fire Department Citizen Fire Academy.** Interim Fire Chief Kurth presented information on the proposed Citizen Fire Academy where residents could do hands on fire training.
- 7) **Nuisance Appeal Hearing.** Councilmember Harms moved to approve to open the public hearing; Councilmember Timm seconded. Motion approved unanimously on a roll call vote. Greg Phillips and Jim McDonald both spoke on the nuisance issue. Councilmember Timm moved to not uphold the nuisance. Councilmember Bales-Henry seconded the motion. Motion passed with a yes from Councilmember Timm, Peterson, Harms and Bales-Henry. Councilmember Glover-No.
- 8) **Discussion and Possible Action on Executive Recruit Firm Proposals,** City Administrator. Council would like Walters & Company and HR-OneSource to present at the May 16th city council meeting.
- 9) **Discussion Regarding 70th Signage.** Discussed different sign options for 70th. An option was decided on and will be ordered.
- 10) **Discussion and Update on Maple Vape Signage.** Director of Planning and Zoning Sheena Nuetzman provided an update on Maple Vape Signage.
- 11) **Discussion and Update on Trail Hub Feasibility Study- Pros Consulting.** Moved to agenda number 13. Jeff Bransford from Pros Consulting presented the trail hub feasibility and the options regarding the trail hub.
- 12) **Discussion and Updates on Water Quality,** Watershed Coalition. Darren Fife presented on the signs, stating that the design has been finalized. The signs can be completed in thirty days once funding is received.
- 13) **Discussion and Updates on University Avenue Traffic Study,** Moved to agenda number 11. MSA Nichole Sungren presented on the University Avenue traffic study. The original data from the traffic study is completed and being drafted into a report. MSA would add an additional two weeks, 24 hours a day to gather more data on the traffic patterns for University. \$4,300 for the two week study.
- 14) **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. Minutes are in a closed folder pending final disposition. Motion made by Councilmember Timm, which was seconded by Councilmember Glover, to enter into closed session in accord with Iowa Code 21.5(1)(j). Motion carried unanimously on a roll call vote. Closed session began at 7:20 pm. Motion made to close the closed session by Councilmember Harms. Councilmember Timm seconded the motion.

15) **Return to Open Session.** Open session began at 7:43 pm.

16) **Any Possible Action from Closed Session.** Councilmember Bales-Henry motioned to have Chris Stafford with Nia to begin negotiations on leasing or purchasing options. Councilmember Timm moved to second the motion. Motion passed unanimously on a roll call vote.

17) **Adjournment** Councilmember Timm moved to adjourn. Councilmember Harms seconded motion. Motion passed unanimously on a roll call vote. Meeting adjourned at 7:45 pm.

Mayor
Diana Willits

City Administrator
Vacant

Chief of Police & Fire Services
Vacant

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