

**CITY OF WINDOR HEIGHTS REGULAR BUSINESS MEETING MINUTES**  
**April 18, 2016 - 6:00 p.m. City Hall**

**(RC=Roll Call Vote)**

Mayor Willits called the meeting to order at 6:01 p.m. Council members present: Steve Peterson, Betty Glover, Tony Timm, Threase Harms and Zachary Bales- Henry.

Staff present: City Administrator Brett Klein, Chief Derek Meyer, Director of Planning and Zoning Sheena Nuetzman, Director of Public Services Doug Stone, Fire Chief Tim Kurth and Communications Coordinator/Deputy Clerk Jessica Vogel.

**Approval of the Agenda**

Councilmember Peterson moved to approve the agenda with items 18 moved to be item 11; Councilmember Timm seconded approval. Motion passed unanimously on a roll call vote.

**Council Member Comments**

**Peterson:** No Comment

**Timm:** No Comment

**Glover:** Special Events, the garage sale post card is a little confusing. The swap meet is Saturday April 30<sup>th</sup> 8 AM-Noon. Registration on [www.wh75.org](http://www.wh75.org). WHAMM pancakes May 14<sup>th</sup> and the firefighters will be selling the tickets starting April 25<sup>th</sup>. Keep Windsor Heights Beautiful spring clean-up April 23<sup>rd</sup> at 8:30. Where are we in the search for the City Administrator?

**Harms:** Metro Waste Authority and yard waste, the difference to co-mingling would be about \$10/month. Metro Waste will need a decision by June 1<sup>st</sup>. Darren Fife will provide an update tonight on the signs for post water quality.

**Bales- Henry:** No Comment

**Approval of Minutes**

Councilmember Harms moved to approve the March 21, 2016 minutes with the addition of Carol Tillotson's petition added; Councilmember Glover seconded approval. Motion passed unanimously on a roll call vote.

Recognition of Retiring Planning and Zoning Commission Member, Craig Calhoun. Mayor Willits presented Craig Calhoun with a plaque. Thank you for twenty years of service.

Recognition of Retiring Windsor Heights Fire Department Member, Curtis Conrad. Chief Kurth presented Curtis Conrad with a plaque and his fire helmet. Thank you for twenty seven years of service.

Mayoral Proclamations: Earth Day and Arbor Day

**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: Greg Edwards: President of CVB presented on the growth Des Moines is gaining as destination spot. Jeff Bransford from Pros Consulting presented on the feasibility of the trail hub. Amanda Wanke from DART presented on the DART Forward 2035 plan.

Darren Fife- presented a concept on the water quality signs that would be installed near Walnut Creek.

Jerry Adams- 1919 64<sup>th</sup> St complaint on the trash in the neighbor's backyard

John Thompson-6300 School St Apt 222 spoke on the cost of the garage sale signs and flyers when that money could be used to buy a better sound system for the chambers or community center.

John- The pedestrian lighting on University is bad. There were 13 burnout lights.

Greg Grylls- Prinicpal of Cowles Montessori spoked on working together for the community and about the sidewalk on 64<sup>th</sup> St.

Carole Tillotson- 1468 64<sup>th</sup> St- The petition has 90 percent of residents on 64<sup>th</sup> saying no to sidewalks.

**Approval of the Consent Agenda**

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

**Consideration of Liquor License Applications, Maple Vape, Class C Liquor License.** Councilmember Peterson moved to approve the license. Councilmember Bales-Henry seconded the approval. Councilmember Peterson, Timm, Glover and Bales- Henry- Yes. Councilmember Harms- No.

**Consideration of Resolution No. 16-0423, A Resolution Approving A 28E Agreement By and Between Government Entities Represented on the Metropolitan Advisory Council (MAC) for the Funding and Implementation of Homeland Security Services within the Metropolitan Area.** Councilmember Peterson moved to approve the resolution, Councilmember Glover seconded. Motion approved unanimously on a RC vote.

**Consideration of Resolution No. 16-0424, A Resolution Making Award of Automated Traffic Enforcement Contract** Councilmember Peterson moved to approve the resolution; Councilmember Harms seconded. Motion approved with Councilmember Peterson, Timm, Glover and Harms- Yes. Councilmember Bales-Henry- No

**Consideration of Resolution No. 16-0425, A Resolution Approving a Wage Adjustment for Interim Chief of Police Derek Meyer** Economic Impact: \$2,126 Councilmember Timm moved to approve the resolution; Councilmember Glover seconded the resolution. Motion passed unanimously on a roll call vote.

**Consideration of Ordinance No. 16-0426, A Resolution Approving a Wage Adjustment for Interim Chief of Fire Tim Kurth** Economic Impact: \$1,531 Councilmember Harms moved to approve the resolution; Councilmember Timm seconded resolution. Motion passed unanimously on a roll call vote.

**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 Standards (2nd reading).** Councilmember Harms moved to approve the second reading; Councilmember Peterson seconded the second reading. Motion passed unanimously on a roll call vote.

**Discussion and Update Regarding Sidewalks, Meeting May 9th at 5:30 PM.** The City News Hour meeting on May 9<sup>th</sup> will be about the sidewalk issue.

**Consider Approval of Seasonal Planter Maintenance Landscape Firm, Colby Park Community Center and 66th Street (Hy Vee Urbandale)** Economic Impact: \$8,800.00 Councilmember Peterson moved to approve the firm; Councilmember Timm seconded the firm. Motion passed unanimously on a roll call vote.

**Consideration of Quik Trip Site Plan, Planning and Zoning Commission Referral** Councilmember Peterson moved to approve the site plan; Councilmember Timm seconded the site plan. Motion passed unanimously on a roll call vote.

**Consideration of Nuisance Violation Appeal, Mr. Gregory Phillips 1816 74th Street.** The appellant and his attorney were present and the complaint and his spouse.

Councilmember Timm motioned to move to continue the appeal hearing to May 2<sup>nd</sup>, 2016. Councilmember Glover seconded the motion. Motion passed unanimously on a roll call vote.

**Consideration of Approval for Setting a Date for a Public Hearing, FY 2016 Budget Amendment** Economic Impact: \$195,000. Councilmember Timm moved to approve the hearing date May 16, 2016. Councilmember Peterson seconded the hearing date. Motion passed unanimously on a roll call vote.

**Chamber of Commerce Update.** Legislative Recap is April 30<sup>th</sup> at 9 am at 3E. Joint Lunch with the Clive Chamber is May 5<sup>th</sup>. Ribbon cutting for Peterson Holistic is April 28<sup>th</sup>.

**Administrator Report.** Sunset Terrace update and the next steps for Sunset Terrace.

**Mayor's Inquiries**

Michael Mccoy sent a thank you for working with them on recruitment process.

**Adjourn to 6:00pm on Monday, May 16, 2016, for the regular meeting of the City Council.**

Councilmember Timm moved to adjourn; Councilmember Peterson seconded. Motion passed unanimously on a roll call vote at 9:20 p.m.

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Diana Willits, Mayor

ATTEST:

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Jessica Vogel, Communication Coordinator/Deputy City Clerk