

CITY OF WINDOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
November 7, 2016 - 6:00 p.m. Council Chambers

1. Call to Order

Mayor Willits called the meeting to order at 6:00 p.m.

2. Roll Call

Council members present: Steve Peterson, Tony Timm, Threase Harms, Zachary Bales-Henry, Betty Glover by phone.

Staff present: City Administrator Elizabeth Hansen, Treasurer Marcia Woodke, Chief Derek Meyer, Director of Public Works Doug Stone, Communications Coordinator/Deputy Clerk Jessica Vogel, City Attorney Erin Clanton and City Engineer Nichole Sungren.

3. Approval of the Agenda

Steve Peterson motioned and Threase Harms seconded to approve the agenda with removing items C and G for separate consideration. Motion passed on unanimously on a voice vote.

4. Mayor's Appointments

Mayor Willits updated the committee listing. The new listing will be found on our website.

5. Approval of the Consent Agenda

Steve Peterson motioned and Threase Harms seconded to approve the Consent Agenda. After due consideration and discussion the roll was called. Aye: Peterson, Harms, Bales-Henry, Glover, Timm. Nay: None. The Mayor declared the motion carried.

C. Windsor Heights Living Contract. Betty Glover stated the zip code listed was wrong on the letter. An updated letter was received with the correct information. Tony Timm asked for quotes on what it would be to send out the same information and have that information for November 21st meeting. Jon Thompson 6300 School St Apt 222 spoke against the Windsor Heights Living Contract. Jolene Goodman, Big Green Umbrella Representative spoke on that this magazine reaches every household in Windsor Heights.

G. Traffic Analysis. Betty Glover would like it to state "received and filed" instead of "accept". Zachary Bales-Henry asked for a presentation to be made on the traffic study which will be December 12th at 5:30 PM at the community center. John McKee 1423 64th St spoke on the traffic analysis and the proposed design concept for University from Alta.

6. Public Comment:

Darren Fife of 6410 Sunset Terrace said he was glad to have Sunset Terrace completed but the new driveways that were poured are not fitted for sidewalks and would have to be re-poured if that happens.

7. Old Business:

A. Consideration of Ordinance No. 16-10, An Ordinance Repealing Ordinance NO. 16-01 and Amending Ordinance NOS. 89-1, 95-10, 96-5, 06-01, 09-07, 12-15, and 14-12, and 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, County of Polk, State of Iowa, by and for the Benefit of the State of Iowa, City of Windsor Heights, County of Polk, Des Moines and West Des Moines Community School Districts and Other Taxing Districts, be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issued or to be Issued, Incurred by the City in Connection with the Second Amended and Restated Urban Renewal Area.(2nd Reading)

No public comments were made. No written comments received. Steve Peterson moved and Zachary Bales-Henry seconded approval of the second reading to Ordinance No. 16-10. After due consideration and discussion the roll was called. Aye: Peterson, Harms, Bales-Henry, Glover, Timm. Nay: None. The Mayor declared the motion carried.

Steve Peterson motioned and Threase Harms seconded to waive the third reading. After due consideration and discussion the roll was called. Aye: Peterson, Timm, Harms, and Bales-Henry. Nay: Glover. The Mayor declared the motion carried.

B. Approve Tobacco Application for Mediterranean Market

Tony Timm moved and Steve Peterson seconded approval of the Tobacco Application. After due consideration and discussion the roll was called. Aye: Peterson, Timm, Glover and Bales-Henry. Nay: Harms. The Mayor declared the motion carried.

8. New Business:

A. Presentation on DART Forward 2035 by Amanda Wanke, Chief Engagement and Communications Officer for DART.

B. Approve Replacement of Light Fixtures at the Community Center Building from 3E in the amount of \$16,835, plus installation.

Discussion on replacing the light fixtures at the community center building. Steve Peterson moved and Better Glover seconded approval to replace the light fixtures. After due consideration and discussion the roll was called. Aye: Peterson, Harms, Bales-Henry, Glover, Timm. Nay: None. The Mayor declared the motion carried.

9. Reports:

City Administrator:

Blue ribbons were put out this morning. November 17th there will be an appreciation dinner at the Walnut Creek Church for our public safety departments from 5-7 pm. November 10th at 7:30 am- 9:00 am at the community center David Fields will give a talk on walkability. December 16th will be training/holiday staff party with ALICE training and CPR training. There will be a movie production filming in Windsor Heights.

Mayor:

November 14th city news hour will be a reception for George and the history of Windsor Heights. Jonathan Koester will discuss the new. November 17th at Walnut Creek Church and Hy-Vee are hosting the appreciation dinner from 5 to 7 pm for our officers

Council Member Comments:

Peterson: No Comment

Timm: No Comment

Glover: Thank you to City Administrator, Staff and Volunteers for the blue ribbons. Special thank you to our officers.

Harms: Metro Waste Board Meeting is Wednesday. New website has been launched. Windsor Heights has its own tab for information.

Bales- Henry: Development committee met and it was good meeting. Looking forward to future meetings.

Staff Updates:

Jessica Vogel: Assisted in the blue ribbons this morning and newsletter articles due to me by November 15th.

Chief Meyer: Spoke regarding the fallen officers and the support that our officers have received from the community. K-9 Argos and Officer Canada retired October 28th. We are fundraising for a new K-9. Donations can be made out to the City of Windsor Heights with K-9 listed on the memo line.

Marcia Woodke: Working on the budget and the reports that are due by December 1st.

Doug Stone: Annual MS4 review with the DNR is on Wednesday. The outdoor lighting at the CEC has been fixed with a short term fix. Lion Park is blocked for entry due to rotten floor boards and looking into a concrete floor for the gazebo. WRA technical meeting is this week.

City Engineer, Nichole from MSA: Gave an update on Sunset Terrace.

10. Closed Session:

A. Closed session pursuant to Iowa Code Section 21.5.1(C), To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Tony Timm motioned and Steve Peterson

seconded to enter closed session at 7:02 pm. After due consideration and discussion the roll was called. Aye: Peterson, Harms, Bales-Henry, Glover, Timm. Nay: None. The Mayor declared the motion carried.

Threase Harms motioned and Tony Timm seconded to exit closed session at 7:16 pm. After due consideration and discussion the roll was called. Aye: Peterson, Harms, Bales-Henry, Glover, Timm. Nay: None. The Mayor declared the motion carried.

11. Adjourn to 6:00pm on Monday, November 21, 2016, for the regular meeting of the City Council.

Steve Peterson moved and Threase Harms seconded to adjourn at 7:17 p.m. Motion passed unanimously on a roll call vote.

Diana Willits, Mayor

ATTEST:

Jessica Vogel, Communication Coordinator/Deputy City Clerk