

CITY OF WINDOR HEIGHTS REGULAR BUSINESS MEETING MINUTES
November 21, 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: Tony Timm, Threase Harms, Zachary Bales-Henry, Betty Glover and Steve Peterson by phone.

Staff present: City Administrator Elizabeth Hansen, Treasurer Marcia Woodke, Chief Derek Meyer, Fire Chief Tim Kurth, Communications Coordinator/Deputy Clerk Jessica Vogel, City Attorney Matt Brick and City Engineer Jason Miller

3. Approval of the Agenda

Tony Timm motioned and Threase Harms seconded to approve the agenda. Motion passed on unanimously on a voice vote.

4. Comprehensive Plan with Planning and Zoning Commission

RDG representatives Patricia Boddy, Cory Scott, and John Peterson from Peterson Planning Strategies. Planning and Zoning Commission members: Jim Eggers, Tim Korpela, Carole Tillotson, and Diana Foss. We discussed four areas that needed some additional discussion: Development review process, additions to Colby Park, transitional residential and mixed use changes.

5. Approval of the Consent Agenda

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

6. Public Comment:

There was no one present who wished to address the Council at this time.

7. Old Business:

A. Discussion and Appropriate Follow-up on Windsor Heights Living Contract Renewal

Tony Timm moved and Threase Harms seconded approval of the contract renewal. After due consideration and discussion the roll was called. John Thompson 6300 School St Apt 222 addressed the Council. Aye: Timm, Harms, Glover, Peterson Nay: Bales-Henry. The Mayor declared the motion carried.

8. New Business:

A. Discussion and Appropriate Follow up on Economic Development Program Application from William

Turf Farms, Inc. for 6611 University Avenue Tony Timm moved and Steve Peterson seconded the economic development grant. After due consideration and discussion the roll was called. Aye: Timm, Peterson, Bales-Henry, Glover, Harms. Nay: None. The Mayor declared the motion carried.

A.1. Resolution No.16-1169, A Resolution Authorizing Internal Advance for Funding of Urban Renewal

Project. Threase Harms moved and Tony Timm seconded the resolution. After due consideration and discussion the roll was called. Aye: Harms, Timm, Bales-Henry, Glover, Peterson. Nay: None. The Mayor declared the motion carried.

B. Resolution No.16-1170, A Resolution Approving the Walnut Creek Watershed Master Plan.

Threase Harms moved and Zachary Bales-Henry seconded approval to the resolution. Darren Fife of EcoSource, LLC and Amanda Brown from Polk Soil & Water Conservation District addressed the Council. After due consideration and discussion the roll was called. Aye: Harms, Bales-Henry, Glover, Timm, Peterson. Nay: None. The Mayor declared the motion carried.

C. Discussion and Appropriate Follow-up on MSA Contract Renewal

Threase Harms moved and Tony Timm seconded approval to the resolution. After due consideration and discussion the roll was called. Aye: Harms, Timm, Bales-Henry, Glover, Peterson. Nay: None. The Mayor declared the motion carried.

D. Resolution No. 16-1171, A Resolution Approving Tax Increment Financing Indebtedness Certification and Directing the Certification to be Filed No Later than December 1, 2016

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

9. Reports:

City Administrator:

We received an ICAP grant for \$1,000 for park mulch. Sidewalk article in the Des Moines Register, we posted on facebook and website to reference Walkability. The Development Committee had a great meeting with David Fields on November 10th. December 16th is training and staff holiday party from 12:30-7:30 pm. Upcoming items: Hopefully Council is ready to approve the comprehensive plan and new fee schedule on December 5th.

Mayor:

MAC executive team invited legislators to join them on December 13th. Willits will reach out to Bob Brownell for a Polk County update. The Community Appreciation Dinner was wonderful and thank you to Walnut Creek Church and Hy-Vee for appreciation to our public safety departments. Willits had prayer cards made for the police officers and fire fighters, which are available in the hallway and at City Hall. Young Professionals Gala is on December 3rd at the Community Center.

Council Member Comments:

Peterson: DART Van donation program applications are due November 30th.

Timm: Bravo board meeting approved funding. The gala is February 4th.

Glover: No Comment.

Harms: Metro Waste Board Meeting met last Wednesday. They approved 2017-2018 budget and strategic plan.

Bales- Henry: No Comment.

Staff Updates:

Jessica Vogel: The social media accounts that the City has are the City of Windsor Heights on Facebook, Twitter: iwindsorheight, Instagram : City_of_Windsor_Heights and our website windsorheights.org.

Chief Meyer: Thank you for the appreciation dinner and contributions. It was very appreciated. Down our hallway, you can see the cards, letters and drawings we have received. A final offer of employment was extended to Michael Irlbeck and other conditional offers have been extended as well. Reserve Officer Frits will reach Certified Reserve Officer Class 3, which is a big accomplishment. ATE has a new mobile unit which will have recordings of the offenses. Burglary charge that our officers worked with Kansas City on. K-9 Fundraiser is progressing and the goal is \$15,000 and the application deadline for a new handler is November 30th.

Marcia Woodke: Working on the budget and mandatory reports that are due by December 1st were approved this evening.

Chief Kurth: Santa Day is December 3rd. Sixteen firefighters and family members ran the Living History Farm run on Saturday. Six recruits have finished their coursework. WestCliveAndaleHeights Firefighter Thanksgiving is Wednesday at 11:30 PM.

11. Adjourn to 6:00pm on Monday, December 5, 2016, for the regular meeting of the City Council.

Betty Glover moved and Threase Harms seconded to adjourn at 7:27 p.m. Motion passed unanimously on a roll call vote.

Diana Willits, Mayor

ATTEST:

Jessica Vogel, Communication Coordinator/Deputy City Clerk