

City of Windsor Heights Regular Business Meeting Minutes
Monday, March 2, 2020 – 6:00 P.M. Council Chambers

1. **Call to Order:** Mayor Burgess called the meeting to order at 6:00 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: Interim City Administrator Mark Arentsen, City Clerk Travis Cooke, Finance Director Rachelle Swisher, Public Works Director Dalton Jacobus, Communications/Recreation Coordinator Whitney Tucker, City Engineer Justin Ernst, and City Attorney Erin Clanton. The Pledge of Allegiance was recited.
2. **Approval of the Agenda:** Motion by Loffredo to approve the agenda. Seconded by Joseph Jones. Motion passed 5-0.
3. **Public Hearings:**
 - A. **Considering the Maximum Tax Dollars for Certain Levies for the City's Proposed Fiscal Year 2020-2021 Budget:** Motion by Harms to open the public hearing at 6:02 PM. Seconded by Joseph Jones. Motion passed 5-0. No comments written or oral. Motion by Joseph Jones to close the public hearing at 6:03 PM. Seconded by Harms. Motion passed 5-0.
 - i. **Consideration of Resolution No. 2020-21 – A Resolution to Adopt the Fiscal Year 2020-2021 Maximum Property Tax Dollars for Certain Levies:** Motion by Harms to approve Resolution No. 2020-21. Seconded by Joseph Jones. Motion passed 5-0.
 - B. **Public hearing on proposal to enter into a General Obligation Corporate Purpose and Refunding Loan Agreement, Series 2020A (College-Allison-69th):** Motion by Harms to open the public hearing at 6:05 PM. Seconded by Loffredo. Motion passed 5-0. No comments written or oral. Motion by Joseph Jones to close the public hearing at 6:06 PM. Seconded by Harms. Motion passed 5-0.
 - i. **Consideration of Resolution No. 2020-22 - Resolution taking additional action on proposal to enter into a General Obligation Corporate Purpose and Refunding Loan Agreement and providing for the levy of taxes to pay the same:** Motion by Mike Jones to approve Resolution No. 2020-22. Seconded by Joseph Jones. Motion passed 5-0.
 - C. **Public hearing on proposal to enter into a General Obligation Urban Renewal Loan Agreement, Series 2020B (University Avenue):** Motion by Harms to open the public hearing at 6:07 PM. Seconded by Mike Jones. Motion passed 5-0. No comments written or oral. Motion by Joseph Jones to close the public hearing at 6:08 PM. Seconded by Harms. Motion passed 5-0.
 - i. **Consideration of Resolution No. 2020-23 - Resolution taking additional action on proposal to enter into a General Obligation Urban Renewal Loan Agreement, Series 2020B:** Motion by Harms to approve Resolution No. 2020-23. Seconded by Joseph Jones. Motion passed 5-0.
 - D. **Regarding the plans, specifications, form of contract and estimate of costs for 2020 Street Improvement Project - Allison Avenue between 64th and 69th Streets and 69th Street between School Street and University Avenue:** Motion by Joseph Jones to open the public hearing at 6:09 PM. Seconded by Harms. Motion passed 5-0. No comments written or oral. Motion by Mike Jones to close the public hearing at 6:10 PM. Seconded by Loffredo. Motion passed 5-0.
 - i. **Consideration of Resolution No. 2020-24 - A Resolution Awarding Contract for 2020 Street Reconstruction Projects - Allison and 69th Streets (\$2,634,369.85):** Motion by Harms to approve Resolution No. 2020-24. Seconded by Mike Jones. Motion passed 5-0.
 - E. **Regarding the plans, specifications, form of contract and estimate of costs for College Drive Improvements between Harbach Blvd. and 73rd Street:** Motion by Harms to open the public hearing at 6:15 PM. Seconded by Joseph Jones. Motion passed 5-0. No comments written or oral. Motion by Harms to close the public hearing at 6:16 PM. Seconded by Joseph Jones. Motion passed 5-0.

- i. **Consideration of Resolution No. 2020-25 - A Resolution Awarding Contract for College Drive Improvements (\$1,969,869.00):** Motion by Harms to approve Resolution No. 2020-25. Seconded by Mike Jones. Motion passed 5-0.

4. **Public Forum:** None.

5. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.

A. Approve Minutes of the Regular Council Meeting on February 17, 2020

B. Approve Payment of Claims

Motion by Harms to approve the consent agenda. Seconded by Joseph Jones. Motion passed 5-0.

6. **New Business:**

A. **Consideration of Resolution No. 2020-26 - A Resolution Setting a Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Costs for the University Avenue Project:** Motion by Harms to approve Resolution No. 2020-26. Seconded by Joseph Jones. Motion passed 5-0.

B. **Consideration of Resolution No. 2020-27 – Resolution Setting Date for Public Hearing on Designation of the Expanded Windsor Heights Consolidated Urban Renewal Area and on Urban Renewal Plan Amendment:** Motion by Harms to approve Resolution No. 2020-27. Seconded by Joseph Jones. Motion passed 5-0.

C. **Consideration of Resolution No. 2020-28 - A Resolution authorizing and approving the Des Moines Metropolitan Area Solid Waste Agency d/b/a Metro Waste Authority to enter into a loan agreement and providing for the issuance and securing the payment of a Material Recovery Facility Solid Waste Disposal Revenue Note, Series 2020, in a principal amount not to exceed \$24,500,000, refund current outstanding indebtedness and maintain outstanding indebtedness in an aggregate principal amount not to exceed \$50,000,000:** Motion by Harms to approve Resolution No. 2020-28. Seconded by Loffredo. Motion passed 5-0.

D. **Consideration of Resolution No. 2020-29 - A Resolution Accepting a Proposal from Key Elements Consulting for Personnel Services (\$6,365):** Motion by Mike Jones to approve Resolution No. 2020-29. Seconded by Loffredo. Motion passed 5-0.

E. **Consideration of Resolution No. 2020-30 - A Resolution Authorizing the Mayor to enter an Agreement for the City's Audit For Fiscal Years 2019-2020, 2020-2021, And 2021-2022 (\$61,800):** Motion by Joseph Jones to approve Resolution No. 2020-30. Seconded by Mike Jones. Motion passed 4-1 (Skeries voting no).

F. **Consideration of Resolution No. 2020-31 - A Resolution Accepting the Proposal from Safe Building Compliance and Technology (Safe Building) for Rental Inspections and Related Services:** Motion by Mike Jones to approve Resolution No. 2020-31. Seconded by Harms. Motion passed 4-1 (Harms abstained).

G. **Consideration of Resolution No. 2020-32 - A Resolution Waiving Fees for the Community Center for the Windsor Heights Chamber Of Commerce to Auction Off a Free Community Center Rental at the Celebrate Windsor Heights Event on March 26th 2020 (\$500):** Motion by Loffredo to approve Resolution No. 2020-32. Seconded by Skeries. Motion passed 5-0.

H. **FY 2020-21 Budget Review**

- i. **Consideration of Resolution No. 2020-33 - A Resolution Setting Time and Place for a Public Hearing on the Proposed Budget for Fiscal Year 2020-2021:** Motion by Harms to approve Resolution No. 2020-33. Seconded by Mike Jones. Motion passed 5-0.

7. **Reports:**

A. **Mayor and Council Reports and Committee Updates:** Joseph Jones – DART Budget. Mike Jones – Attended BRAVO orientation.

B. **Interim City Administrator Report:** Submitted a Prairie Meadows grant for lighting of trail under I-235. Will be holding pre-construction meetings on approved projects with BMI in the coming weeks. P & Z member Jim Eggers is retiring after more than 20 years on the commission.

C. City Clerk Report: Civic Clerk is coming along. Codification company is working on how the online code displays on the website.

8. 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: Motion by Joseph Jones to go into closed session at 7:12 PM. Seconded by Mike Jones. Roll call vote: Joseph Jones- Aye, Harms – aye, Skeries – aye, Loffredo – aye, and Mike Jones – aye. Motion passed 5-0.

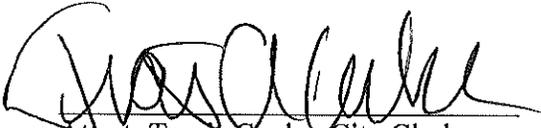
9. Convene Into Open Session

Motion by Mike Jones to convene into open session at 7:32 PM. Seconded by Harms. Motion passed 5-0.

10. Adjourn to 6:00 pm on Monday, March 16, 2020 for a Regular Council Meeting at the Council Chambers: Motion by Skeries to adjourn the meeting at 7:33 PM. Seconded by Joseph Jones. Motion passed 5-0.



David Burgess, Mayor



Attest: Travis Cooke, City Clerk