AGENDA

REGULAR MEETING OF THE
WINDSOR HEIGHTS CITY COUNCIL
Tuesday, January 20, 2026 - 6:00 PM
WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST
ZOOM: https://us02web.zoom.us/j/7832856334
Meeting ID: 783 285 6334

Notice to the Public: If you would like the supporting documents and information, please call City Hall by noon the day of the meeting. Copies of City Council Agendas are free to the public. In consideration of all, if you have a cell phone, please turn it off or put it on silent ring. The use of obscene and vulgar language, hate speech, racial slurs, slanderous comments, and any other disruptive behavior during the Council meeting will not be tolerated and the offender may be barred by the presiding officer from further comment before the Council during the meeting and/or removed from the meeting.

1. **Call to Order/Roll Call/Pledge of Allegiance**

2. **Approval of the Agenda**

3. **Public Forum:**
   This is time set aside for comments from the public on topics of City business other than those listed on the agenda. No action may be taken. Please come to the podium, state your name and address for the record and keep your comments to no more than 5 minutes.

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

   A. Approve Minutes of the Regular Council Meeting on December 15, 2026
   B. Approve Financial Reports
   C. Approve Liquor License - Centerfield Sports Bar - 6555 University Ave
   D. Approve Liquor License - Kathmandu Restaurant - 7229 Apple Valley Drive
   E. Approve Liquor License - Hy-Vee Fast and Fresh - 7220 Hickman Drive
   F. Approve Liquor License - Maverik #5002 - 7229 University Ave
   G. Approve Liquor License - Sam's Club #6344 - 1101 73rd Street
   H. Approve Liquor License - Wal-Mart #1764 - 1001 73rd Street
   I. Approve Liquor License Ownership Amendment - Wal-Mart #1764 - 1001 73rd Street
   J. Approve Resolution No. 2026-01 - A Resolution Naming City Depositories and Deposit Limits
   K. Approve Resolution No. 2026-02 - A Resolution Naming the Des Moines Register as the City's Official Newspaper
   L. Approve Resolution No. 2026-03 Waiving Pavilion Fees for Des Moines Performing Arts's

The agenda was posted on the official bulletin boards, posted to www.windsorheights.org, and city social media platforms in compliance with the requirements of city ordinances and the open meetings law. Scan the QR Code to visit our online Agenda Center. Select the meeting date and view the agenda packet including supporting documents and staff reports.

Free Outdoor Programming on July 16, 2026

M. Approve Resolution No. 2026-04 - A Resolution Approving Committee Appointments

N. Approve Wilshire Blvd Storm Sewer Project Pay Request 3

O. Approve 68th Street Improvements Change Order 4

P. Approve 68th Street Improvements Change Order 5

Q. Approve 68th Street Improvements Project Pay Request 8

5. **Action Items:**

A. Discuss Colby Park Master Plan Next Steps

B. Discuss Draft Capital Improvement Plan (CIP) and Equipment Replacement Plan (ERP)

C. Discuss Comprehensive Plan Review

D. Consideration of Resolution No. 2026-05 - A Resolution Accepting a Public Art Grant Agreement with Bravo for the Dinner Dispatch Mural Project

E. Consideration of Resolution No. 2026-06 - A Resolution Approving a Use Agreement Between the City and The YMCA for Use of Colby Park

6. **Reports:**

A. Mayor, Council Reports and Committee Updates, and Administration Reports

B. Mayor's Report

C. Code Enforcement : Q4 2025 Report

7. **Adjourn**

The agenda was posted on the official bulletin boards, posted to www.windsorheights.org, and city social media platforms in compliance with the requirements of city ordinances and the open meetings law. Scan the QR Code to visit our online Agenda Center. Select the meeting date and view the agenda packet including supporting documents and staff reports.

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Minutes of the Regular Council Meeting on December 15, 2026

GENERAL INFORMATION

ATTACHMENTS

1. 12.15.25 Regular City Council Meeting Minutes

City of Windsor Heights Regular Business Meeting Minutes
Monday, December 15, 2025 - 7:00 PM
WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST

1. **Call to Order/Roll Call/Pledge of Allegiance**

   Mayor Mike Jones called the meeting to order at 7:00 PM. Members present: Susan Skeries, Joseph Jones, Lauren Campbell. Members absent: Michael Libbie, Threase Harms. Staff present: City Administrator Adam Plagge City Clerk Adam Strait, Public Works Director Andy Larson, City Engineer Justin Ernst, Police Chief Pete Roth, City Attorney Erin Clanton, Fire Chief Jim Mease

2. **Approval of the Agenda**

   Motion by Susan Skeries to APPROVE. Seconded by Joseph Jones. Motion passed 3-0.

3. **Public Forum:** This is time set aside for comments from the public on topics of City business other than those listed on the agenda. No action may be taken. Please come to the podium, state your name and address for the record and keep your comments to no more than 5 minutes.

   No public comment given.

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

   Motion by Susan Skeries to APPROVE. Seconded by Joseph Jones. Motion passed 3-0.

   A. Approve Minutes of the Regular Council Meeting on December 1, 2025

   B. Approve Financial Reports

   C. Approve Liquor License Ownership Amendment - Aldi Inc - 7100 University Ave

   D. Approve 68th Street Improvements Project Pay Request 7

   E. Approve 73rd Street Phase 1 STP-U-8477(615)—70-77 Pay Request 17

   F. Approve 2023 Colby Park Improvements Change Order #10

   G. Approve 2023 Colby Park Improvements Pay Request 14

   H. Approve 2023 Colby Park Improvements Final Acceptance and Certificate of Acceptance

   I. Approve Forest Court Mill & Overlay Change Order 1

   J. Approve Forest Court Mill & Overlay Pay Request 3 - Final

   K. Approve Forest Court Mill & Overlay Final Acceptance and Certificate of Completion

   L. Approve Wilshire Blvd Storm Sewer Project Pay Request 2

   M. Approve Resolution No. 2025-84 - A Resolution to Set a Public Hearing and Take Bids on 74th

Street Improvement Project

N. Approve Resolution No. 2025-85 - A Resolution Waiving the Community Center 2 Hour Rental Requirement for Bridges of Iowa's Graduation Ceremonies in 2026

O. Approve Resolution No. 2025-86 - A Resolution to Appoint a Member and Alternate Member to the Polk County 911 Service Board

P. Approve Resolution No. 2025-87 - A Resolution to Appoint Members and Alternate Members to the Polk County Emergency Management Commission

Q. Approve Resolution No. 2025-88 - A Resolution Approving Metro Waste Authority Primary Board and Alternate Board Appointments

R. Approve Resolution No. 2025-89 - A Resolution Appointing Commissioner and Alternate Commissioner to DART for 2026

S. Approve Resolution No. 2025-90 - A Resolution Appointing Representation to the Des Moines Area MPO

T. Approve Resolution No. 2025-91 - A Resolution Reappointing Chaden Halfhill to the Board of Adjustment

U. Approve Resolution No. 2025-92 - A Resolution Reappointing Diane Foss, Georgie Libbie, Tyler Holtorf, and Geoffrey Wood to the Planning & Zoning Commission

5. **Action Items:**

A. Discuss 2026 YMCA Colby Park Summer Camp Use

Adam Plagge presented the item. The 2025 pilot agreement with the Walnut Creek YMCA for a summer day camp at Colby Park operated smoothly with minimal issues. Based on that experience, the YMCA has requested to continue the camp in 2026 under largely the same terms, including a $10 weekly registration discount for Windsor Heights residents. Staff proposed increasing the city use fee from $1,000 to $2,500 to better reflect staff time and resources, which the YMCA has agreed to. Minor operational items were discussed, including clarifying hours of use, coordination with food vendors, sharing of park amenities, and the possibility of a short-term soccer camp. Staff will bring a proposed agreement reflecting these discussions to City Council for consideration on January 20.

B. Consideration of Resolution No. 2025-93 - A Resolution Approving the Memorandum of Understanding with the Cities of Urbandale, Waukee, and Windsor Heights for Fire and Emergency Medical Services Consulting

Adam Plagge and Jim Mease presented the item. Explaining the study builds on prior space use analysis and increasing regional collaboration with the goal of evaluating service delivery, staffing, facilities, response times, and opportunities for enhanced cooperation. Fire Chief Meese outlined that the study, to be conducted by the Center for Public Safety Management, will provide a broad, objective review of operations and potential collaboration options, without

targeting any specific outcome. Windsor Heights' estimated share of the cost is $8,000–$10,000, with Clive serving as fiscal agent. The study is expected to begin early next year, with coordinated communication among participating cities, and had unanimous support from the Public Safety Committee. Motion by Joseph Jones to APPROVE amending the resolution title to include Clive. Seconded by Susan Skeries. Motion passed 3-0.

6. **Reports:**

A. Mayor, Council Reports and Committee Updates, and Administration Reports

- Mayor Mike Jones did not have a report.
- Councilor Lauren Campbell reported that she attended a BRAVO meeting where it was announced that the City of Windsor Heights was awarded a grant to support its public art projects. Although she was unable to attend the associated celebration breakfast, she noted the significance of the award and the positive recognition it brings to the community. She also reported attending a DART meeting as the City's alternate representative, where she cast Windsor Heights' vote in favor of the Reimagined DART plan, which was approved. Councilor Campbell thanked Mayor Jones for also attending the meeting and supporting the City's interests. Additionally, Councilor Campbell recognized the success of Windsor Wonderland, thanking Teresa, volunteers, and city staff for their efforts. She gave special acknowledgment to Public Works staff for their work transitioning from event support to snow removal, and to the Fire Department for transporting Santa throughout the community, noting that the use of a truck instead of a fire engine was an appropriate decision given road conditions.
- Councilor Joseph Jones did not have a report.
- Councilor Susan Skeries expressed her appreciation to Teresa, volunteers, and city staff for the successful Windsor Wonderland event. Although she was unable to attend in person, she noted that she had seen photos and heard positive feedback, including strong attendance, good organization, and residents' appreciation for the opportunity to interact with city staff. Councilor Skeries also shared her upcoming commitments, noting she would attend the Metro Waste meeting on Wednesday and the United Way Breakfast on Thursday, schedule permitting.
- City Administrator Adam Plagge reported several brief updates to Council. He noted that 73rd Street has reopened to traffic, while 70th Street is now closed. Administrator Plagge also referenced a year-end vacant property report prepared by staff as part of the City's vacant property registration program adopted over the past year. He reported that the program has resulted in substantial progress on multiple properties, with several cleaned up or in the process of being improved, and noted that continued communication with property owners has been effective in encouraging compliance.

B. 2025 Vacant Property Report

7. **Adjourn**

Motion by Susan Skeries to adjourn at 7:26 PM. Seconded by Joseph Jones. Motion passed 3-0.

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Rachelle Swisher, Finance Director

SUBJECT: Approve Financial Reports

GENERAL INFORMATION

ATTACHMENTS

1. CLAIMS REPORT DEC
2. CLAIMS REPORT JAN YTD
3. YTD Expenditure Summary

CITY OF WINDSOR HEIGHTS

*Check Detail Register©

Batch: 121125PAY,121225REC,121925PAY,121925PAY-2,121925PAY-3,121925REC,PAY20250125.00,PAY20250125.01,PAY20250126.00,PAY20250126.01,PAY20250126.02,PAY20250126.03,PRL-120125,PRL-120525,PRL-121525,PRL-1216,PRL-12162,PRL-121625,PRL-121925

Check #	Check Date	Vendor Name		Amount	Invoice	Comment
1110 CASH						
687 e	12/03/25	**FEDERAL TAX DEPOSIT**				
G 001-2120		FEDERAL W/H PAYABLE		$454.47		
G 001-2121		FICA W/H PAYABLE		$802.18		
			Total	$1,256.65		
688 e	12/03/25	**STATE OF IOWA**				
G 001-2122		STATE W/H PAYABLE		$139.00		
			Total	$139.00		
689 e	12/03/25	**FEDERAL TAX DEPOSIT**				
G 001-2120		FEDERAL W/H PAYABLE		$13,870.67		
G 001-2121		FICA W/H PAYABLE		$18,093.88		
			Total	$31,964.55		
690 e	12/03/25	**ISOLVED BENEFIT SERVICES**				
G 001-2131		FSA AND DEPENDENT C		$1,318.52		
			Total	$1,318.52		
691 e	12/03/25	**IPERS**				
G 001-2123		IPERS PAYABLE		$18,546.49		
			Total	$18,546.49		
692 e	12/03/25	**STATE OF IOWA**				
G 001-2122		STATE W/H PAYABLE		$3,397.74		
			Total	$3,397.74		
693 e	12/03/25	**MANHATTANLIFE**				
G 001-2132		MANHATTAN LIFE		$31.25		DAVISON, MARK
G 001-2132		MANHATTAN LIFE		$3.38		JONES, BRIAN
G 001-2132		MANHATTAN LIFE		$22.42		MEASE, JAMES
G 001-2132		MANHATTAN LIFE		$6.63		PRICE, JEFF
G 001-2132		MANHATTAN LIFE		$21.60		ROBERTS, JASON
G 001-2132		MANHATTAN LIFE		$11.13		ROTH, PETE
G 001-2132		MANHATTAN LIFE		$10.00		STAPLETON, BRIAN
			Total	$106.41		
694 e	12/03/25	**ASSURITY**				
G 001-2128		ASSURITY		$10.21		SWISHER, RACHELLE ASSURITY
G 001-2128		ASSURITY		$18.31		AHRENS, TYLER ASSURITY
G 001-2128		ASSURITY		$5.88		BROWN, CODY ASSURITY
G 001-2128		ASSURITY		$36.07		DAVISON, MARK ASSURITY
G 001-2128		ASSURITY		$45.10		IRLBECK, MICHAEL ASSURITY
G 001-2128		ASSURITY		$33.62		MEASE, JAMES ASSURITY
G 001-2128		ASSURITY		$18.75		NORRIS, CHAD ASSURITY
G 001-2128		ASSURITY		$19.70		PRICE, JEFF ASSURITY
G 001-2128		ASSURITY		$16.84		ROBERTS, JASON ASSURITY
G 001-2128		ASSURITY		$39.82		ROTH, PETE ASSURITY
G 001-2128		ASSURITY		$9.84		STRAIT, ADAM ASSURITY
			Total	$254.14		
695 e	12/03/25	**ICMA RETIREMENT TRUST**				

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Batch: 121125PAY,121225REC,121925PAY,121925PAY-2,121925PAY-3,121925REC,PAY20250125.00,PAY20250125.01,PAY20250126.00,PAY20250126.01,PAY20250126.02,PAY20250126.03,PRL-120125,PRL-120525,PRL-121525,PRL-1216,PRL-12162,PRL-121625,PRL-121925

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 001-2125		DEF COMP PAYABLE IC	$396.87		ICMA DEFERRED COMP
G 001-2125		DEF COMP PAYABLE IC	$1,856.54		ICMA - EMPLOYER
		Total	$2,253.41		
758 e	12/19/25	**FEDERAL TAX DEPOSIT**			
G 001-2120		FEDERAL W/H PAYABLE	$13,997.64		
G 001-2121		FICA W/H PAYABLE	$18,133.78		
		Total	$32,131.42		
759 e	12/19/25	**ISOLVED BENEFIT SERVICES**			
G 001-2131		FSA AND DEPENDENT C	$1,318.24		
		Total	$1,318.24		
760 e	12/19/25	**IPERS**			
G 001-2123		IPERS PAYABLE	$18,459.34		
		Total	$18,459.34		
761 e	12/19/25	**STATE OF IOWA**			
G 001-2122		STATE W/H PAYABLE	$3,441.99		
		Total	$3,441.99		
762 e	12/19/25	**MANHATTANLIFE**			
G 001-2132		MANHATTAN LIFE	$31.25		DAVISON, MARK
G 001-2132		MANHATTAN LIFE	$3.38		JONES, BRIAN
G 001-2132		MANHATTAN LIFE	$22.42		MEASE, JAMES
G 001-2132		MANHATTAN LIFE	$6.63		PRICE, JEFF
G 001-2132		MANHATTAN LIFE	$21.60		ROBERTS, JASON
G 001-2132		MANHATTAN LIFE	$11.13		ROTH, PETE
G 001-2132		MANHATTAN LIFE	$10.00		STAPLETON, BRIAN
		Total	$106.41		
763 e	12/19/25	**ASSURITY**			
G 001-2128		ASSURITY	$10.21		SWISHER, RACHELLE ASSURITY
G 001-2128		ASSURITY	$18.31		AHRENS, TYLER ASSURITY
G 001-2128		ASSURITY	$5.88		BROWN, CODY ASSURITY
G 001-2128		ASSURITY	$36.07		DAVISON, MARK ASSURITY
G 001-2128		ASSURITY	$45.10		IRLBECK, MICHAEL ASSURITY
G 001-2128		ASSURITY	$33.62		MEASE, JAMES ASSURITY
G 001-2128		ASSURITY	$18.75		NORRIS, CHAD ASSURITY
G 001-2128		ASSURITY	$19.70		PRICE, JEFF ASSURITY
G 001-2128		ASSURITY	$16.84		ROBERTS, JASON ASSURITY
G 001-2128		ASSURITY	$39.82		ROTH, PETE ASSURITY
G 001-2128		ASSURITY	$9.84		STRAIT, ADAM ASSURITY
		Total	$254.14		
764 e	12/19/25	**ICMA RETIREMENT TRUST**			
G 001-2125		DEF COMP PAYABLE IC	$396.87		ICMA DEFERRED COMP
G 001-2125		DEF COMP PAYABLE IC	$1,856.54		ICMA - EMPLOYER
		Total	$2,253.41		
765 e	12/19/25	**FEDERAL TAX DEPOSIT**			
G 001-2120		FEDERAL W/H PAYABLE	$277.19		
G 001-2121		FICA W/H PAYABLE	$812.12		

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Batch: 121125PAY,121225REC,121925PAY,121925PAY-2,121925PAY-3,121925REC,PAY20250125.00,PAY20250125.01,PAY20250126.00,PAY20250126.01,PAY20250126.02,PAY20250126.03,PRL-120125,PRL-120525,PRL-121525,PRL-1216,PRL-12162,PRL-121625,PRL-121925

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$1,089.31		
766 e	12/19/25	**STATE OF IOWA**			
G 001-2122		STATE W/H PAYABLE	$93.19		
		Total	$93.19		
767 e	12/19/25	**FEDERAL TAX DEPOSIT**			
G 001-2120		FEDERAL W/H PAYABLE	$140.01		
G 001-2121		FICA W/H PAYABLE	$243.42		
		Total	$383.43		
768 e	12/19/25	**IPERS**			
G 001-2123		IPERS PAYABLE	$248.93		
		Total	$248.93		
769 e	12/19/25	**STATE OF IOWA**			
G 001-2122		STATE W/H PAYABLE	$39.06		
		Total	$39.06		
770 e	12/19/25	**ICMA RETIREMENT TRUST**			
G 001-2125		DEF COMP PAYABLE IC	$75.00		ICMA - EMPLOYER
		Total	$75.00		
771 e	12/19/25	**FEDERAL TAX DEPOSIT**			
G 001-2120		FEDERAL W/H PAYABLE	$118.00		
G 001-2121		FICA W/H PAYABLE	$363.95		
		Total	$481.95		
772 e	12/19/25	**IPERS**			
G 001-2123		IPERS PAYABLE	$633.92		
		Total	$633.92		
773 e	12/19/25	**STATE OF IOWA**			
G 001-2122		STATE W/H PAYABLE	$70.00		
		Total	$70.00		
774 e	12/19/25	**FEDERAL TAX DEPOSIT**			
G 001-2120		FEDERAL W/H PAYABLE	$118.00		
G 001-2121		FICA W/H PAYABLE	$532.28		
		Total	$650.28		
775 e	12/19/25	**IPERS**			
G 001-2123		IPERS PAYABLE	$633.92		
		Total	$633.92		
776 e	12/19/25	**STATE OF IOWA**			
G 001-2122		STATE W/H PAYABLE	$70.00		
		Total	$70.00		
777 e	12/19/25	**METRONET**			
E 001-615-6373		COMMUNICATIONS	$169.90		INTERNET
		Total	$169.90		
778 e	12/19/25	**METRONET**			

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Batch: 121125PAY,121225REC,121925PAY,121925PAY-2,121925PAY-3,121925REC,PAY20250125.00,PAY20250125.01,PAY20250126.00,PAY20250126.01,PAY20250126.02,PAY20250126.03,PRL-120125,PRL-120525,PRL-121525,PRL-1216,PRL-12162,PRL-121625,PRL-121925

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 001-615-6373		COMMUNICATIONS	$415.56		INTERNET
		Total	$415.56		
779 e	12/19/25	**WEX FLEET UNIVERSAL**			
E 001-160-6331		MOTOR VEHICLE OPER	$257.08		FUEL
E 001-150-6331		MOTOR VEHICLE OPER	$331.41		FUEL
E 001-110-6331		MOTOR VEHICLE OPER	$1,015.23		FUEL
E 110-210-6331		MOTOR VEHICLE OPER	$787.15		FUEL
		Total	$2,390.87		
59698	12/12/25	**ABSOLUTE GROUP CO**			
E 110-210-6310		BUILDING REPAIR	$3,271.27	19296	MATERIALS FOR YARD
		Total	$3,271.27		
59699	12/12/25	**AMERICAN ALARMS**			
E 001-480-6511		BLDG & GROUNDS OPE	$129.00	I-10918	CEC ALARM
		Total	$129.00		
59700	12/12/25	**APWA**			
E 110-210-6407		PROF FEES/ENGINEERI	$409.00	902969	MEMBERSHIP RENEWAL
		Total	$409.00		
59701	12/12/25	**CORPORATE BILLING**			
E 350-210-6761		CAP OUTLAY	$195,904.00	DE-05631	NEW PLOW TRUCK
E 110-250-6332		REPAIR - VEHICLES & E	$55.62	XA30104665	ANITFREEZE
		Total	$195,959.62		
59702	12/12/25	**BOOT BARN INC**			
E 110-210-6180		ALLOWANCES	$71.98	183078	CLOTHING ALLOWANCE
E 110-210-6180		ALLOWANCES	$50.00	183079	CLOTHING ALLOWANCE
		Total	$121.98		
59703	12/12/25	**CENTRAL IOWA READY MIX**			
E 740-865-6765		STORM DRAINAGE CAPI	$1,358.00	810495	STORM SEWER REPAIR
		Total	$1,358.00		
59704	12/12/25	**CINTAS**			
E 001-480-6507		OPERATING SUPPLIES	$64.82	5303952319	CEC SUPPLIES
E 110-210-6507		OPERATING SUPPLIES	$68.52	5303952320	SHOP SUPPLIES
		Total	$133.34		
59705	12/12/25	**CLIVE POWER EQUIP.**			
E 001-430-6511		BLDG & GROUNDS OPE	$495.00	16543	GOUNDS MAINTENANCE
		Total	$495.00		
59706	12/12/25	**DES MOINES WATER WORKS**			
E 001-620-6371		UTILITIES	$5.74		1145 66TH ST
E 001-480-6371		UTILITIES	$27.94		6800 SCHOOL ST
E 001-150-6371		UTILITIES	$65.89		1133 66TH ST
		Total	$99.57		
59707	12/12/25	**FABER, MIKE**			
E 740-865-6765		STORM DRAINAGE CAPI	$450.19		STORMWATER REIMBURSEMENT PROGRAM

*Check Detail Register©

Batch: 121125PAY,121225REC,121925PAY,121925PAY-2,121925PAY-3,121925REC,PAY20250125.00,PAY20250125.01,PAY20250126.00,PAY20250126.01,PAY20250126.02,PAY20250126.03,PRL-120125,PRL-120525,PRL-121525,PRL-1216,PRL-12162,PRL-121625,PRL-121925

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$450.19		
59708	12/12/25	**FOLAND TOOLS LLC**			
E 110-210-6504		MINOR EQUIPMENT	$73.75	11242514065	TOOLS
		Total	$73.75		
59709	12/12/25	**GALLS LLC**			
E 001-110-6180		ALLOWANCES	$61.92	033398432	CLOTHING ALLOWANCE
E 001-110-6180		ALLOWANCES	$584.67	033398436	CLOTHING ALLOWANCE
E 001-110-6180		ALLOWANCES	$167.11	033398437	CLOTHING ALLOWANCE
		Total	$813.70		
59710	12/12/25	**GRAINGER**			
E 110-250-6507		OPERATING SUPPLIES	$300.96	9709256607	SUPPLIES
E 110-250-6332		REPAIR - VEHICLES & E	$13.37	9721969393	EQUIP REPAIR
		Total	$314.33		
59711	12/12/25	**HAWKEYE TRUCK EQUIPMENT**			
E 110-250-6332		REPAIR - VEHICLES & E	$93.39	168080	TRUCK REPAIR
E 110-250-6332		REPAIR - VEHICLES & E	$85.58	168085	TRUCK REPAIR
E 110-250-6332		REPAIR - VEHICLES & E	$141.34	168650	BRINE SYSTEM
		Total	$320.31		
59712	12/12/25	**HERITAGE PETROLEUM LLC**			
E 110-250-6331		MOTOR VEHICLE OPER	$1,015.02	1326973	FUEL
		Total	$1,015.02		
59713	12/12/25	**IA LAW ENFORCEMENT INT NETWORK**			
E 001-110-6230		TRAINING	$250.00		IRLBECK LEIN CONF
		Total	$250.00		
59714	12/12/25	**INROADS LLC**			
E 110-210-6417		STREET MAINTENANCE	$120.75	3513	ASPHALT
		Total	$120.75		
59715	12/12/25	**INTERSTATE ALL BATTERY**			
E 110-210-6507		OPERATING SUPPLIES	$9.00	19246010764	BATTERIES
		Total	$9.00		
59716	12/12/25	**IOWA ONE CALL**			
E 740-865-6413		CONTRIBUTIONS & PAY	$85.70	276786	LOCATES
		Total	$85.70		
59717	12/12/25	**J PETTIECORD**			
E 740-865-6765		STORM DRAINAGE CAPI	$4,060.15	74722	TREE DEBRIS REMOVAL
		Total	$4,060.15		
59718	12/12/25	**J&K CONTACTING LLC**			
E 110-210-6310		BUILDING REPAIR	$1,550.00	3859	WATER SERVICE REPAIR SHOP
		Total	$1,550.00		
59719	12/12/25	**LOGAN CONTRACTORS SUPPLY**			
E 110-210-6417		STREET MAINTENANCE	$2,791.63	G56856	SUPPLIES
E 110-210-6504		MINOR EQUIPMENT	$399.00	G59495	EQUIPMENT

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Batch: 121125PAY,121225REC,121925PAY,121925PAY-2,121925PAY-3,121925REC,PAY20250125.00,PAY20250125.01,PAY20250126.00,PAY20250126.01,PAY20250126.02,PAY20250126.03,PRL-120125,PRL-120525,PRL-121525,PRL-1216,PRL-12162,PRL-121625,PRL-121925

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$3,190.63		
59720	12/12/25	**LOWE'S**			
E 001-430-6507		OPERATING SUPPLIES	$22.37		PARK SUPPLIES
E 110-210-6310		BUILDING REPAIR	$163.22		BUILDING REPAIR
E 001-430-6507		OPERATING SUPPLIES	$46.41		SUPPLIES
E 110-210-6507		OPERATING SUPPLIES	$30.35		SUPPLIES
E 001-480-6511		BLDG & GROUNDS OPE	$17.18		HARDWARE
E 001-430-6332		REPAIR - VEHICLES & E	$9.57		SUPPLIES
		Total	$289.10		
59721	12/12/25	**MENARDS**			
E 110-250-6507		OPERATING SUPPLIES	$120.96	19315	BRINE SYSTEM
E 110-210-6310		BUILDING REPAIR	$223.51	19899	SUPPLIES
E 110-210-6310		BUILDING REPAIR	$89.94	19962	SUPPLIES
E 001-430-6332		REPAIR - VEHICLES & E	$29.56	20129	REPAIR SUPPLIES
E 001-480-6511		BLDG & GROUNDS OPE	$99.99	20129	SUPPLIES
E 001-480-6511		BLDG & GROUNDS OPE	$369.99	20766	SUPPLIES
E 001-480-6511		BLDG & GROUNDS OPE	$111.88	20797	SUPPLIES
E 001-480-6511		BLDG & GROUNDS OPE	$24.99	20827	SUPPLIES
E 001-480-6511		BLDG & GROUNDS OPE	$204.49	20840	SUPPLIES
		Total	$1,275.31		
59722	12/12/25	**MIDWEST VAC PROFESSIONALS**			
E 740-865-6765		STORM DRAINAGE CAPI	$900.00	2803	STORM TELEVISING
		Total	$900.00		
59723	12/12/25	**NORTHERN TOOL COMMERCIAL ACCT**			
E 110-210-6507		OPERATING SUPPLIES	$139.99	225946A2	SUPPLIES
E 110-250-6507		OPERATING SUPPLIES	$19.99	351036BB	BRINE SYSTEM
E 001-480-6507		OPERATING SUPPLIES	$214.97	45591FE5	SUPPLIES
E 110-210-6310		BUILDING REPAIR	$32.99	56CA4EC1	SUPPLIES
E 110-250-6332		REPAIR - VEHICLES & E	$144.98	6D51AF67	SNOW EQUIP SUPPLIES
E 110-250-6332		REPAIR - VEHICLES & E	$72.55	88056D73	SUPPLIES
E 110-210-6310		BUILDING REPAIR	$192.98	9A867123	SUPPLIES
E 001-430-6511		BLDG & GROUNDS OPE	$288.97	F2EE5F46	SUPPLIES
		Total	$1,107.42		
59724	12/12/25	**O'DONNEL ACE HICKMAN**			
E 110-210-6310		BUILDING REPAIR	$46.58	605294/6	SUPPLIES
		Total	$46.58		
59725	12/12/25	**O'REILLY AUTO PARTS**			
E 110-210-6331		MOTOR VEHICLE OPER	$45.80	0342-370911	DEF FUEL
E 001-430-6332		REPAIR - VEHICLES & E	$38.96	0342-377024	EQUIP REPAIR
E 110-250-6332		REPAIR - VEHICLES & E	$57.97	0342-377158	EQUIP REPAIR
E 110-250-6332		REPAIR - VEHICLES & E	$15.99	0342-377487	EQUIP REPAIR
E 110-250-6332		REPAIR - VEHICLES & E	$14.99	0342-378993	TRUCK REPAIR
E 110-250-6332		REPAIR - VEHICLES & E	$70.57	0342-379380	EQUIP REPAIR
E 110-250-6332		REPAIR - VEHICLES & E	$21.98	0342-379477	EQUIP REPAIR
		Total	$266.26		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
59726	12/12/25	**POLK COUNTY PUBLIC WORKS**			
E 740-865-6413		CONTRIBUTIONS & PAY	$1,300.00	3833	WMA COORDINATOR
		Total	$1,300.00		
59727	12/12/25	**PREMIER AUTOMOTIVE**			
E 001-480-6332		REPAIR - VEHICLES & E	$37.33	9074808	TRUCK REPAIR
E 001-110-6332		REPAIR - VEHICLES & E	$74.66	9074901	CAR 20 OIL & TIRES
		Total	$111.99		
59728	12/12/25	**QPS EMPLOYMENT GROUP**			
E 001-110-6022		SALARIES A.T.E CLAIMS	$460.80	0894884	HANKINS, ALLIE 12/6/25
		Total	$460.80		
59729	12/12/25	**SCHISSEL, JAMES**			
E 740-865-6765		STORM DRAINAGE CAPI	$2,115.00		DAMAGED FENCE/CITY TREE FALLING
		Total	$2,115.00		
59730	12/12/25	**SPECTRUM PAINT**			
E 110-210-6310		BUILDING REPAIR	$1,237.07	123001462	PAINT SUPPLIES
E 110-210-6310		BUILDING REPAIR	$16.74	123001489	PAINT SUPPLIES
		Total	$1,253.81		
59731	12/12/25	**SPRAYER SPECIALTIES INC.**			
E 110-250-6507		OPERATING SUPPLIES	$2,709.28	1254691-IN	BRINE SYSTEM
E 110-250-6507		OPERATING SUPPLIES	$138.00	1255007-IN	BRINE PUMP
E 110-250-6507		OPERATING SUPPLIES	$40.36	1255212-IN	BRINE PUMP
		Total	$2,887.64		
59732	12/12/25	**THE SHREDDER**			
E 001-620-6507		OPERATING SUPPLIES	$60.00	293291	CH SHRED BOX
		Total	$60.00		
59733	12/12/25	**TOMPKINS INDUSTRIES INC.**			
E 110-250-6332		REPAIR - VEHICLES & E	$530.45	406069224	TRUCK REPAIR
E 110-250-6332		REPAIR - VEHICLES & E	$34.65	406069264	TRUCK REPAIR
		Total	$565.10		
59734	12/12/25	**TRUCK EQUIPMENT INC.**			
E 110-250-6332		REPAIR - VEHICLES & E	$118.80	319748	EQUIP REPAIR
		Total	$118.80		
59735	12/12/25	**ULINE**			
E 110-210-6507		OPERATING SUPPLIES	$768.43	200521013	SUPPLIES
E 110-210-6310		BUILDING REPAIR	$1,146.15	200521013	BLDG SUPPLIES
E 110-250-6507		OPERATING SUPPLIES	$863.95	200834091	BRINE SYSTEM
E 110-210-6310		BUILDING REPAIR	$453.49	200908129	SUPPLIES
		Total	$3,232.02		
59736	12/12/25	**UNIVERSITY DM ACE HARDWARE**			
E 110-210-6417		STREET MAINTENANCE	$37.49		SUPPLIES
E 110-210-6310		BUILDING REPAIR	$65.98		BUILDING REPAIR
E 110-210-6507		OPERATING SUPPLIES	$78.34		SUPPLIES
E 001-430-6511		BLDG & GROUNDS OPE	$15.38		SUPPLIES

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 110-210-6507		OPERATING SUPPLIES	$18.19		HARDWARE
		Total	$215.38		
59737	12/12/25	**VAN WALL EQUIPMENT**			
E 001-430-6332		REPAIR - VEHICLES & E	$266.40	6704754	EQUIP REPAIR
		Total	$266.40		
59738	12/12/25	**WEST DES MOINES TRUE VALUE**			
E 001-430-6332		REPAIR - VEHICLES & E	$57.56		SUPPLIES
E 001-430-6332		REPAIR - VEHICLES & E	$5.39		SUPPLIES
E 001-430-6507		OPERATING SUPPLIES	$33.28		SUPPLIES
E 001-150-6310		BUILDING REPAIR	$10.15		SUPPLIES
E 001-430-6507		OPERATING SUPPLIES	$5.02		SUPPLIES
E 001-480-6511		BLDG & GROUNDS OPE	$15.11		SUPPLIES
E 001-430-6332		REPAIR - VEHICLES & E	$17.08		SUPPLIES
		Total	$143.59		
59739	12/12/25	**WIELAND, KIM**			
E 740-865-6765		STORM DRAINAGE CAPI	$1,000.00		STORMWATER REIMBURSEMENT PROGRAM
		Total	$1,000.00		
59740	12/12/25	**WRIGHT OUTDOOR SOLUTIONS**			
E 001-430-6511		BLDG & GROUNDS OPE	$2,332.59	19443	UNIV FALL BED MAINTENANCE
E 001-430-6511		BLDG & GROUNDS OPE	$436.47	19591	PARK MAINTENANCE
E 001-480-6511		BLDG & GROUNDS OPE	$910.00	20558	CEC HOLIDAY LIGHTS
		Total	$3,679.06		
59741	12/12/25	**ZIEGLER INC.**			
E 110-250-6332		REPAIR - VEHICLES & E	$198.52	IN002174292	PLOW HARDWARE
		Total	$198.52		
59742	12/19/25	**ABSOLUTE CONCRETE CONSTRUCTION**			
E 322-210-6761		CAP OUTLAY	$234,286.72		73RD ST PHASE 1 PAY REQUEST #17
		Total	$234,286.72		
59743	12/19/25	**AMAZON CAPITAL SERVICES**			
E 001-150-6504		MINOR EQUIPMENT	$33.98	17TX-9NRN-	SUPPLIES
E 001-150-6504		MINOR EQUIPMENT	$33.98	19MN-7FPC-	WASH BRUSHED
E 001-150-6180		ALLOWANCES	$39.99	1R7L-1VGC-	CLOTHING ALLOWANCE
		Total	$107.95		
59744	12/19/25	**BANKERS TRUST COMPANY**			
E 001-470-6498		MEDICAL SUPPLIES	$116.14	12192025 35	MAILBOX FOR SANTA LETTERS
E 001-620-6419		TECHNOLOGY SERVICE	$31.98	12192025 35	ZOOM
E 001-610-6507		OPERATING SUPPLIES	$49.00	12192025 35	ZOOM WORKPLACE
E 001-615-6507		OPERATING SUPPLIES	$467.90	12192025 35	ADOBE
E 001-610-6507		OPERATING SUPPLIES	($49.00)	12192025 35	ZOOM WORKPLACE
E 001-620-6419		TECHNOLOGY SERVICE	$49.00	12192025 35	ZOOM WORKPLACE
E 001-620-6419		TECHNOLOGY SERVICE	($31.98)	12192025 35	ZOOM
E 001-610-6507		OPERATING SUPPLIES	$31.98	12192025 35	ZOOM
E 001-620-6373		COMMUNICATIONS	$90.00	12192025 35	CONSTANT CONTACT
E 001-610-6240		MEETING/CONFERENCE	$80.00	12192025 35	MLA PART 1 FLETCHER
E 001-610-6240		MEETING/CONFERENCE	$140.00	12192025 35	MLA PARTS 2&3 FLETCHER

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 001-620-6240		MEETING/CONFERENCE	$30.00	12192025 35	DSM PARTNERSHIP BREAKFAST
E 001-470-6498		MEDICAL SUPPLIES	$110.00	12192025 35	WW GINGERBREAD HOUSES
E 001-620-6405		COURT & RECORDING F	$110.86	12192025 51	CC FEES
E 001-480-6402		ADVERTISING/MARKETI	$500.00	12192025 51	BRIDAL SHOW
E 001-110-6507		OPERATING SUPPLIES	$159.90	12192025 84	ZOOM
E 001-110-6120		DUES & MEMBERSHIPS	$250.00	12192025 84	ANNUAL MEMBERSHIP POLICE EXEC RESEARCH
E 001-430-6511		BLDG & GROUNDS OPE	$53.84	12192025 84	SUPPLIES
E 001-430-6332		REPAIR - VEHICLES & E	$285.96	12192025 84	EQUIP REPAIR
E 001-480-6511		BLDG & GROUNDS OPE	$135.80	12192025 84	SUPPLIES
E 001-615-6490		OTHER PROF SERVICE	$828.00	12192025 99	MICROSOFT
E 001-615-6490		OTHER PROF SERVICE	$40.00	12192025 99	MICROSOFT
E 001-470-6497		FALL FESTIVAL	$11.10	12192025 99	WAIVERSIGN
E 326-210-6761		CAP OUTLAY	$1,004.91	12192025 99	1117 68TH ST S
E 001-110-6508		POSTAGE & SHIPPING	$18.70	12192025 99	SHIPPING POST SCORES
E 001-110-6504		MINOR EQUIPMENT	$238.00	12192025 99	BATTER JUMPER PACKS
E 001-110-6240		MEETING/CONFERENCE	$526.92	12192025 99	HOTEL/PALMER - ARMORY SCHOOL
E 001-110-6507		OPERATING SUPPLIES	$56.10	12192025 99	ACTIVE 911 SUBSCRIPTION
		Total	$5,335.11		
59745	12/19/25	**BOLTON & MENK**			
E 322-210-6407		PROF FEES/ENGINEERI	$3,735.00	0381825	73RD ST PHASE 2 ENG
E 326-210-6407		PROF FEES/ENGINEERI	$36,089.00	0382149	68TH ST S ENG
E 322-210-6407		PROF FEES/ENGINEERI	$28,508.00	0382150	73RD ST ENG
E 328-210-6407		PROF FEES/ENGINEERI	$3,225.50	0382152	74TH ST ENG
E 740-865-6407		PROF FEES/ENGINEERI	$7,070.50	0382153	WILSHIRE STORM SEWER
E 001-620-6407		PROF FEES/ENGINEERI	$6,135.00	0382156	GEN ENG
		Total	$84,763.00		
59746	12/19/25	**BREESE, TAMMY**			
E 001-110-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$80.00		
59747	12/19/25	**CALIBER CONCRETE LLC**			
E 303-430-6760		CAP OUTLAY	$69,086.60		COLBY PARK PAY REQUEST #14 FINAL
		Total	$69,086.60		
59748	12/19/25	**DES MOINES WATER WORKS**			
E 001-480-6371		UTILITIES	$12.44		6900 SCHOOL ST
E 001-430-6507		OPERATING SUPPLIES	$6.00		1200 66TH ST
		Total	$18.44		
59749	12/19/25	**FEDERAL TAX DEPOSIT**			
G 001-2120		FEDERAL W/H PAYABLE	$1,019.37		TAX DEPOSIT
		Total	$1,019.37		
59750	12/19/25	**FIRST RESPONDER SUPPLY**			
E 001-110-6180		ALLOWANCES	$18.99	3533	CLOTHING ALLOWANCE
		Total	$18.99		
59751	12/19/25	**GALLS LLC**			
E 001-110-6180		ALLOWANCES	$85.84	033488759	CLOTHING ALLOWANCE

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$85.84		
59752	12/19/25	**GRIMES ASPHALT & PAVING**			
E 330-210-6761		CAP OUTLAY	$9,490.14		FOREST CT PAY REQUEST #3 FINAL
		Total	$9,490.14		
59753	12/19/25	**IMPACT COMMUNITY ACTION P**			
E 001-460-6413		CONTRIBUTIONS & PAY	$2,500.00		FY26 SUPPORT
		Total	$2,500.00		
59754	12/19/25	**IRLBECK, MICHAEL**			
E 001-110-6499		MISC/REFUNDS	$250.00		PHYSICAL FITNESS INCENTIVE
		Total	$250.00		
59755	12/19/25	**JACKS, DANIEL**			
E 001-110-6499		MISC/REFUNDS	$100.00		PHYSICAL FITNESS INCENTIVE
		Total	$100.00		
59756	12/19/25	**JET DRAIN SERVICES LLC**			
E 740-865-6765		STORM DRAINAGE CAPI	$75,700.36		WILSHIRE STORM SEWER PAY REQUEST #2
		Total	$75,700.36		
59757	12/19/25	**JONES, BRIAN**			
E 001-150-6373		COMMUNICATIONS	$80.00		JONES, BRIAN
		Total	$80.00		
59758	12/19/25	**LARSON, ANDY**			
E 110-210-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$80.00		
59759	12/19/25	**LEUTHOLD, NATE**			
E 001-620-6240		MEETING/CONFERENCE	$25.55		SEPT MILEAGE
E 001-620-6240		MEETING/CONFERENCE	$22.26		OCT MILEAGE
E 001-620-6240		MEETING/CONFERENCE	$14.77		NOV MILEAGE
E 001-620-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$142.58		
59760	12/19/25	**MEASE, JIM**			
E 001-150-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$80.00		
59761	12/19/25	**NORRIS, CHAD**			
E 001-110-6499		MISC/REFUNDS	$250.00		PHYSICAL FITNESS INCENTIVE
E 001-110-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$330.00		
59762	12/19/25	**NYEMASTER LAW FIRM**			
E 001-110-6411		LEGAL	$5,944.00	967681	SEPT/OCT LEGAL WORK
		Total	$5,944.00		
59763	12/19/25	**PLAGGE, ADAM**			
E 001-620-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$80.00		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
59764	12/19/25	**POLK COUNTY ELECTION OFC**			
E 001-630-6413		CONTRIBUTIONS & PAY	$1,359.65		2025 CITY ELECTION
		Total	$1,359.65		
59765	12/19/25	**QPS EMPLOYMENT GROUP**			
E 001-110-6022		SALARIES A.T.E CLAIMS	$115.20	0895812	HANKINS, ALLIE 12/13/25
		Total	$115.20		
59766	12/19/25	**ROBERTS, JASON**			
E 110-210-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$80.00		
59767	12/19/25	**SECURITY EQUIPMENT INC**			
E 001-620-6507		OPERATING SUPPLIES	$288.30	974516	ACCESS HOSTING CITY HALL
E 001-480-6511		BLDG & GROUNDS OPE	$68.82	974516	ACCESS HOSTING CEC
E 001-110-6507		OPERATING SUPPLIES	$765.54	974590	ACCESS HOSTING PSB
		Total	$1,122.66		
59768	12/19/25	**STEIN, ERIC**			
E 001-110-6499		MISC/REFUNDS	$100.00		PHYSICAL FITNESS INCENTIVE
		Total	$100.00		
59769	12/19/25	**STRAIT, ADAM**			
E 001-620-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$80.00		
59770	12/19/25	**SUMMIT FIRE PROTECTION**			
E 001-150-6504		MINOR EQUIPMENT	$562.70	3712706	FIRE EXTINGUISHER RECHARGE
E 001-110-6331		MOTOR VEHICLE OPER	$56.00	3712706	CAR #25 EXTINGUISHER RECHARGE
		Total	$618.70		
59771	12/19/25	**SWISHER, RACHELLE**			
E 001-620-6373		COMMUNICATIONS	$80.00		DEC CELL PHONE
		Total	$80.00		
59772	12/19/25	**ZWC CONDO ASSOC**			
E 001-620-6310		BUILDING REPAIR	$53.50		PEST CONTROL
		Total	$53.50		
59774	12/19/25	**COOPER, JUSTIN**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$93.00		CLASS ACTION SETTLEMENT
		Total	$93.00		
59775	12/19/25	**DAVENPORT, RITA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$138.00		CLASS ACTION SETTLEMENT
		Total	$138.00		
59776	12/19/25	**DEMUTH, KAMILA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59777	12/19/25	**GOUX, COREY**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$162.00		CLASS ACTION SETTLEMENT

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Batch: 121125PAY,121225REC,121925PAY,121925PAY-2,121925PAY-3,121925REC,PAY20250125.00,PAY20250125.01,PAY20250126.00,PAY20250126.01,PAY20250126.02,PAY20250126.03,PRL-120125,PRL-120525,PRL-121525,PRL-1216,PRL-12162,PRL-121625,PRL-121925

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$162.00		
59778	12/19/25	**KING, JAMES**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$231.00		CLASS ACTION SETTLEMENT
		Total	$231.00		
59779	12/19/25	**KOHLS, JOSEPH**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59780	12/19/25	**MAXWELL, DAVID**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$162.00		CLASS ACTION SETTLEMENT
		Total	$162.00		
59781	12/19/25	**MAY, JUSTIN**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59782	12/19/25	**MCBRIDE, MARK**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59783	12/19/25	**OCHOA, MELISSA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59784	12/19/25	**SAMPLE, MARY**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$78.00		CLASS ACTION SETTLEMENT
		Total	$78.00		
59785	12/19/25	**SHEEDER, BRITNI**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$193.00		CLASS ACTION SETTLEMENT
		Total	$193.00		
59786	12/19/25	**SHERINIAN, MARK**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59787	12/19/25	**WELLS, CORISSA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59788	12/19/25	**WILKINSON, IAN**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
597730	12/19/25	**UNITED STATE TREASURY**			
G 001-2120		FEDERAL W/H PAYABLE	$1,019.37		42-6004577 MARCH 31, 2025 941
		Total	$1,019.37		
		1110	$856,283.45		

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Batch: 121125PAY,121225REC,121925PAY,121925PAY-2,121925PAY-3,121925REC,PAY20250125.00,PAY20250125.01,PAY20250126.00,PAY20250126.01,PAY20250126.02,PAY20250126.03,PRL-120125,PRL-120525,PRL-121525,PRL-1216,PRL-12162,PRL-121625,PRL-121925

Check #	Check Date	Vendor Name	Amount	Invoice	Comment

Fund Summary

1110 CASH	
001 GENERAL	$159,485.12
110 ROAD USE TAX	$21,428.56
303 COLBY PARK	$69,086.60
322 73RD STREET	$266,529.72
326 68TH STREET SOUTH	$37,093.91
328 74TH STREET	$3,225.50
330 FOREST COURT	$9,490.14
350 EQUIPMENT REVOLVING FUND	$195,904.00
740 STORM WATER	$94,039.90
	$856,283.45

CITY OF WINDSOR HEIGHTS

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Batch: 010626PAY,010826PAY,010926PAY,010926REC,011226REC-12,PAY20260101.00,PAY20260101.01,PAY20260101.02,PRL-010226,PRL-123025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
1110 CASH					
780 e	01/06/26	**FEDERAL TAX DEPOSIT**			
G 001-2120		FEDERAL W/H PAYABLE	$510.56		
G 001-2121		FICA W/H PAYABLE	$603.00		
		Total	$1,113.56		
781 e	01/06/26	**STATE OF IOWA**			
G 001-2122		STATE W/H PAYABLE	$84.96		
		Total	$84.96		
782 e	01/06/26	**FEDERAL TAX DEPOSIT**			
G 001-2120		FEDERAL W/H PAYABLE	$14,649.30		
G 001-2121		FICA W/H PAYABLE	$19,393.40		
		Total	$34,042.70		
783 e	01/06/26	**ISOLVED BENEFIT SERVICES**			
G 001-2131		FSA AND DEPENDENT C	$1,424.25		
		Total	$1,424.25		
784 e	01/06/26	**IPERS**			
G 001-2123		IPERS PAYABLE	$19,921.16		
		Total	$19,921.16		
785 e	01/06/26	**STATE OF IOWA**			
G 001-2122		STATE W/H PAYABLE	$3,714.36		
		Total	$3,714.36		
786 e	01/06/26	**MANHATTANLIFE**			
G 001-2132		MANHATTAN LIFE	$31.25		DAVISON, MARK
G 001-2132		MANHATTAN LIFE	$3.38		JONES, BRIAN
G 001-2132		MANHATTAN LIFE	$22.42		MEASE, JAMES
G 001-2132		MANHATTAN LIFE	$6.63		PRICE, JEFF
G 001-2132		MANHATTAN LIFE	$21.60		ROBERTS, JASON
G 001-2132		MANHATTAN LIFE	$11.13		ROTH, PETE
G 001-2132		MANHATTAN LIFE	$10.00		STAPLETON, BRIAN
		Total	$106.41		
787 e	01/06/26	**ASSURITY**			
G 001-2128		ASSURITY	$10.21		SWISHER, RACHELLE ASSURITY
G 001-2128		ASSURITY	$18.31		AHRENS, TYLER ASSURITY
G 001-2128		ASSURITY	$5.88		BROWN, CODY ASSURITY
G 001-2128		ASSURITY	$36.07		DAVISON, MARK ASSURITY
G 001-2128		ASSURITY	$45.10		IRLBECK, MICHAEL ASSURITY
G 001-2128		ASSURITY	$33.62		MEASE, JAMES ASSURITY
G 001-2128		ASSURITY	$18.75		NORRIS, CHAD ASSURITY
G 001-2128		ASSURITY	$19.70		PRICE, JEFF ASSURITY
G 001-2128		ASSURITY	$16.84		ROBERTS, JASON ASSURITY
G 001-2128		ASSURITY	$39.82		ROTH, PETE ASSURITY
G 001-2128		ASSURITY	$9.84		STRAIT, ADAM ASSURITY
		Total	$254.14		
788 e	01/06/26	**ICMA RETIREMENT TRUST**			

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Batch: 010626PAY,010826PAY,010926PAY,010926REC,011226REC-12,PAY20260101.00,PAY20260101.01,PAY20260101.02,PRL-010226,PRL-123025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 001-2125		DEF COMP PAYABLE IC	$396.87		ICMA DEFERRED COMP
G 001-2125		DEF COMP PAYABLE IC	$1,931.54		ICMA - EMPLOYER
		Total	$2,328.41		
789 e	01/08/26	**CLEARFLY**			
E 001-615-6373		COMMUNICATIONS	$183.47	INV776162	TELEPHONE
		Total	$183.47		
790 e	01/08/26	**T-MOBILE**			
E 001-110-6373		COMMUNICATIONS	$94.93		ROTH/IRLBECK CELL PHONES
		Total	$94.93		
791 e	01/08/26	**DAIDA**			
E 001-110-6507		OPERATING SUPPLIES	$545.53	208891	RADIX MONTHLY
		Total	$545.53		
792 e	01/08/26	**VERIZON WIRELESS**			
E 001-110-6373		COMMUNICATIONS	$40.01	6131559470	CELL PHONE/SERVICE
E 001-160-6373		COMMUNICATIONS	$78.52	6131559470	CELL PHONE/SERVICE
E 001-110-6373		COMMUNICATIONS	$38.48	6131559470	CELL PHONE/SERVICE
E 001-480-6373		COMMUNICATIONS	$24.39	6131559470	CELL PHONE/SERVICE
E 110-210-6373		COMMUNICATIONS	$60.06	6131559470	CELL PHONE/SERVICE
E 110-210-6373		COMMUNICATIONS	$20.02	6131559470	CELL PHONE/SERVICE
E 110-210-6373		COMMUNICATIONS	$40.04	6131559470	CELL PHONE/SERVICE
		Total	$301.52		
59789	01/06/26	**APPLETOFT, JOSHUA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59790	01/06/26	**BRADLEY, SHERRI**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59791	01/06/26	**COCHRAN, SARAH**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$160.00		CLASS ACTION SETTLEMENT
		Total	$160.00		
59792	01/06/26	**DUDLEY, BREEANA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$256.00		CLASS ACTION SETTLEMENT
		Total	$256.00		
59793	01/06/26	**GRAHAM, LASONDRA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59794	01/06/26	**HILL, DEBRA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$243.00		CLASS ACTION SETTLEMENT
		Total	$243.00		
59795	01/06/26	**KING, MACHELLE**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		

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Batch: 010626PAY,010826PAY,010926PAY,010926REC,011226REC-12,PAY20260101.00,PAY20260101.01,PAY20260101.02,PRL-010226,PRL-123025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
59796	01/06/26	**KREBS, KRISTOPHER**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59797	01/06/26	**MCGIVERN, BROOKE**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59798	01/06/26	**MINER, LINDSAY**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59799	01/06/26	**ORR, JACOB**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$65.00		CLASS ACTION SETTLEMENT
		Total	$65.00		
59800	01/06/26	**PHELPS, WENDELL**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59801	01/06/26	**PIERCE, CHRISTINA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$93.00		CLASS ACTION SETTLEMENT
		Total	$93.00		
59802	01/06/26	**SAFFELL, RUSSELL**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59803	01/06/26	**SANCHEZ SR, DIONICIO**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$80.75		CLASS ACTION SETTLEMENT
		Total	$80.75		
59804	01/06/26	**SANGER, STEPHANIE**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$391.00		CLASS ACTION SETTLEMENT
		Total	$391.00		
59805	01/06/26	**SHINER, SANDRA**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59806	01/06/26	**STONER, TAD**			
E 001-110-6410		A.T.E. CLAIM PYMTS	$81.00		CLASS ACTION SETTLEMENT
		Total	$81.00		
59808	01/08/26	**AMAZON CAPITAL SERVICES**			
E 001-620-6506		OFFICE SUPPLIES	$6.64	1634-46P6-9	OFFICE SUPPLIES
E 001-150-6506		OFFICE SUPPLIES	$25.83	16N4-1PK6-T	KEYBOARD/MOUSE
E 001-620-6506		OFFICE SUPPLIES	$62.44	1CPN-CHVM	OFFICE SUPPLIES
E 001-150-6506		OFFICE SUPPLIES	$25.64	1GKD-WD9K	FILE HOLDER
E 001-620-6506		OFFICE SUPPLIES	$37.77	1GVQ-RG7G	OFFICE SUPPLIES
E 001-620-6506		OFFICE SUPPLIES	$50.49	1HYP-WJKL-	SUPPLIES
E 350-615-6727		OTHER CAPITAL EQUIP	$315.74	1K7X-YPVR-	MONITORS/STANDS
E 001-610-6507		OPERATING SUPPLIES	$9.88	1NFC-F136-1	NAMEPLATE

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Batch: 010626PAY,010826PAY,010926PAY,010926REC,011226REC-12,PAY20260101.00,PAY20260101.01,PAY20260101.02,PRL-010226,PRL-123025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 350-615-6727		OTHER CAPITAL EQUIP	$133.45	1RWD-DVCL	DOCKING STATION
E 001-150-6310		BUILDING REPAIR	$18.50	1V49-TMV3-	SUPPLIES
E 001-150-6506		OFFICE SUPPLIES	$133.45	1XF3-L7D1-N	SUPPLIES
		Total	$819.83		
59809	01/08/26	**ANIMAL RESCUE LEAGUE OF IOWA**			
E 001-190-6413		CONTRIBUTIONS & PAY	$65.00	INV0292	OCTOBER ANIMAL SERVICES
		Total	$65.00		
59810	01/08/26	**BOLTON & MENK**			
E 001-620-6407		PROF FEES/ENGINEERI	$5,721.00	0380285-1	GEN ENG
E 321-210-6407		PROF FEES/ENGINEERI	$1,571.00	0383830	WALNUT CREEK ENG
		Total	$7,292.00		
59811	01/08/26	**BRAVO GREATER DES MOINES INC.**			
E 001-610-6240		MEETING/CONFERENCE	$3,200.00	7789-02	BRAVO AWARDS GALA
		Total	$3,200.00		
59812	01/08/26	**BRICK GENTRY PC**			
E 001-110-6411		LEGAL	$2,130.00	469482	NOV PD LEGAL FEES
		Total	$2,130.00		
59813	01/08/26	**BULLZEYE, INC**			
E 001-110-6409		JANITORIAL	$955.00	10224	PSB DEC CLEANINGS
E 001-620-6409		JANITORIAL	$591.00	10248	CH DEC CLEANINGS
E 001-480-6511		BLDG & GROUNDS OPE	$325.00	10261	CEC DEC CLEANINGS
E 001-620-6409		JANITORIAL	$79.33	10287	PAPER PRODUCTS
		Total	$1,950.33		
59814	01/08/26	**CATCH DES MOINES**			
E 001-460-6421		CULT SVCS - CONVENTI	$385.50	24917	DEC 2025 HOTEL/MOTEL TAX
		Total	$385.50		
59815	01/08/26	**CINTAS**			
E 001-150-6310		BUILDING REPAIR	$81.12	5307796612	FIRST AID CABINET
		Total	$81.12		
59816	01/08/26	**CITY OF WEST DES MOINES**			
E 001-110-6373		COMMUNICATIONS	$84,098.22	FN2026-0004	JULY-DEC 2025 WESTCOM
E 001-110-6373		COMMUNICATIONS	$14,016.37	FN2026-0004	JANUARY 2026 WESTCOM
		Total	$98,114.59		
59817	01/08/26	**CIVIC PLUS LLC**			
E 001-620-6373		COMMUNICATIONS	$5,743.27	353997	REC MGMT/PAYMENTS
E 001-620-6373		COMMUNICATIONS	$5,009.43	358222	WEBSITE HOSTING ANNUAL FEE
		Total	$10,752.70		
59818	01/08/26	**CRYSTAL CLEAR WATER CO.**			
E 001-620-6506		OFFICE SUPPLIES	$21.00	103072	WATER
		Total	$21.00		
59819	01/08/26	**DENTONS DAVIS BROWN PC**			
E 001-640-6411		LEGAL	$210.00	1624640	NOV LEGAL FEES

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Batch: 010626PAY,010826PAY,010926PAY,010926REC,011226REC-12,PAY20260101.00,PAY20260101.01,PAY20260101.02,PRL-010226,PRL-123025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$210.00		
59820	01/08/26	**FAST SIGNS**			
E 001-150-6180		ALLOWANCES	$114.00	42-145617	NAME TAPES
		Total	$114.00		
59821	01/08/26	**GALLS LLC**			
E 001-110-6180		ALLOWANCES	$96.99	033502207	CLOTHING ALLOWANCE
E 001-110-6180		ALLOWANCES	$26.84	033515128	CLOTHING ALLOWANCE
		Total	$123.83		
59822	01/08/26	**GANNETT IOWA LOCALIQ**			
E 001-620-6414		PUBLICATIONS	$716.96	7494840	PUBLICATIONS
		Total	$716.96		
59823	01/08/26	**HARMS, THREASE**			
E 001-470-6498		MEDICAL SUPPLIES	$218.24		WW SUPPLIES REIMBURSEMENT
		Total	$218.24		
59824	01/08/26	**HOTT OFF THE PRESS**			
E 001-620-6374		NEWSLETTERS	$1,788.73	36271	DEC NEWSLETTER
		Total	$1,788.73		
59825	01/08/26	**IMWCA**			
E 112-150-6160		WORKER'S COMP	$2,965.65		INSTALLMENT 7 WORK COMP PREMIUM
E 112-210-6160		WORKER'S COMP	$697.80		INSTALLMENT 7 WORK COMP PREMIUM
E 112-110-6160		WORKER'S COMP	$2,093.40		INSTALLMENT 7 WORK COMP PREMIUM
E 112-620-6160		WORKER'S COMP	$2.91		INSTALLMENT 7 WORK COMP PREMIUM
E 740-865-6160		WORKER'S COMP	$55.24		INSTALLMENT 7 WORK COMP PREMIUM
		Total	$5,815.00		
59826	01/08/26	**INDEPENDENT PUBLIC ADVISO**			
E 001-620-6490		OTHER PROF SERVICE	$2,250.00	WIN2025-5	QTRLY RETAINER
		Total	$2,250.00		
59827	01/08/26	**IOWA SOLUTIONS INC**			
E 001-615-6419		TECHNOLOGY SERVICE	$3,620.00	97675	MANAGED SERVICES
		Total	$3,620.00		
59828	01/08/26	**JP COOKE COMPANY**			
E 001-110-6507		OPERATING SUPPLIES	$143.95	911189	PET TAGS
		Total	$143.95		
59829	01/08/26	**LIFEMED SAFETY INC**			
E 001-160-6350		REPAIR-EQUIPMENT	$74.26	INV250690	SHOULDER RESTRAINT
		Total	$74.26		
59830	01/08/26	**MANHATTANLIFE**			
G 001-2132		MANHATTAN LIFE	$212.79		INSURANCE
		Total	$212.79		
59831	01/08/26	**PREMIER AUTOMOTIVE**			
E 001-150-6332		REPAIR - VEHICLES & E	$1,631.51	9075044	C500 TIRES AND MAINTENANCE

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Batch: 010626PAY,010826PAY,010926PAY,010926REC,011226REC-12,PAY20260101.00,PAY20260101.01,PAY20260101.02,PRL-010226,PRL-123025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$1,631.51		
59832	01/08/26	**PREMIUM SOLUTIONS**			
E 001-620-6506		OFFICE SUPPLIES	$463.35	25-1553	SUPPLIES
		Total	$463.35		
59833	01/08/26	**QPS EMPLOYMENT GROUP**			
E 001-110-6022		SALARIES A.T.E CLAIMS	$230.40	0896359	HANKINS, ALLIE 12/20/25
E 001-110-6022		SALARIES A.T.E CLAIMS	$345.60	0897042	HANKINS, ALLIE 12/27/25
E 001-110-6022		SALARIES A.T.E CLAIMS	$115.20	0897827	HANKINS, ALLIE 1/3/26
		Total	$691.20		
59834	01/08/26	**SAFE BUILDING COMPLIANCE**			
E 001-170-6407		PROF FEES/ENGINEERI	$1,379.47	04092447	BUILDING INSPECTIONS
		Total	$1,379.47		
59835	01/08/26	**SAM'S CLUB DIRECT**			
E 001-150-6310		BUILDING REPAIR	$20.93		SUPPLIES
E 001-150-6507		OPERATING SUPPLIES	$122.80		HYDRATION SUPPLIES
		Total	$143.73		
59836	01/08/26	**SIMMERING-CORY, INC**			
E 001-620-6490		OTHER PROF SERVICE	$500.00	2025-IC-0498	ANNUAL WEB HOSTING OF CODE
		Total	$500.00		
59837	01/08/26	**SMITH'S SEWER SERVICE**			
E 001-150-6310		BUILDING REPAIR	$153.00	482057	SINK REPAIRS
		Total	$153.00		
59838	01/08/26	**STANDARD INSURANCE COMPANY**			
E 112-210-6150		INSURANCE	$440.22		LIFE/LTD/STD
E 112-620-6150		INSURANCE	$364.77		LIFE/LTD/STD
E 112-110-6150		INSURANCE	$1,256.07		LIFE/LTD/STD
E 112-150-6150		INSURANCE	$387.09		LIFE/LTD/STD
		Total	$2,448.15		
59839	01/08/26	**STAPLES**			
E 001-110-6506		OFFICE SUPPLIES	$61.18	7008173603	OFFICE SUPPLIES
		Total	$61.18		
59840	01/08/26	**STREICHER'S**			
E 001-110-6180		ALLOWANCES	$1,621.00	I1801915	CLOTHING ALLOWANCE
		Total	$1,621.00		
59841	01/08/26	**TRANSUNION RISK & ALTERNATIVE**			
E 001-110-6507		OPERATING SUPPLIES	$100.00		MONTHLY BILLING
		Total	$100.00		
59842	01/12/26	**BRAVO GREATER DES MOINES INC.**			
E 001-610-6240		MEETING/CONFERENCE	$1,600.00	7917	AWARDS GALA
		Total	$1,600.00		
59843	01/12/26	**GIMZO, TIMOTHY WAYNE**			
E 001-470-6498		MEDICAL SUPPLIES	$500.00		WINDSOR WONDERLAND SANTA

CITY OF WINDSOR HEIGHTS

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Batch: 010626PAY,010826PAY,010926PAY,010926REC,011226REC-12,PAY20260101.00,PAY20260101.01,PAY20260101.02,PRL-010226,PRL-123025

Check #	Check Date	Vendor Name		Amount	Invoice	Comment
			Total	$500.00		
59844	01/12/26	**GREATMATS.COM CORP**				
E 328-210-6761		CAP OUTLAY		$14,755.34	1742292	74TH ST VERSAMATS
			Total	$14,755.34		
59845	01/12/26	**LEUTHOLD, NATE**				
E 001-620-6240		MEETING/CONFERENCE		$33.53		DEC MILEAGE
E 001-620-6506		OFFICE SUPPLIES		$16.03		REIMBURSE OFFICE SUPPLIES
E 001-620-6240		MEETING/CONFERENCE		$9.83		CODE ENFORCEMENT MTG
			Total	$59.39		
59846	01/12/26	**SCHISSEL, JAMES**				
E 740-865-6765		STORM DRAINAGE CAPI		$240.00		DAMAGED FENCE
			Total	$240.00		
			1110	$232,742.30		

Fund Summary

1110 CASH	
001 GENERAL	$207,343.50
110 ROAD USE TAX	$120.12
112 EMPLOYEE BENEFITS	$8,207.91
321 WALNUT CREEK STREAM PROJ	$1,571.00
328 74TH STREET	$14,755.34
350 EQUIPMENT REVOLVING FUND	$449.19
740 STORM WATER	$295.24
	$232,742.30

CITY OF WINDSOR HEIGHTS
*Expenditure Summary

FUND	Description	25-26 YTD Budget	January 25-26 Amt	25-26 YTD Amt	Enc Current	YTD Balance	% YTD Budget
001	GENERAL	$5,536,840.00	$145,240.76	$2,447,023.27	$0.00	$3,089,816.73	44.20%
110	ROAD USE TAX	$935,202.00	$1,196.12	$454,217.28	$0.00	$480,984.72	48.57%
112	EMPLOYEE BENEFITS	$1,256,900.00	$8,916.62	$597,235.93	$0.00	$659,664.07	47.52%
114	POLICE TRUST	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
115	POLICE PREFORTEITURE	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
121	LOCAL OPTION SALES TAX	$1,540,800.00	$0.00	$0.00	$0.00	$1,540,800.00	0.00%
125	TIF	$2,100,000.00	$0.00	$0.00	$0.00	$2,100,000.00	0.00%
145	URBAN RENEWAL FUNDS	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
200	DEBT SERVICE	$2,178,074.00	$0.00	$271,237.00	$0.00	$1,906,837.00	12.45%
302	SIDEWALK PROGRAM	$47,995.00	$0.00	$379.89	$0.00	$47,615.11	0.79%
303	COLBY PARK	$350,000.00	$0.00	$171,613.95	$0.00	$178,386.05	49.03%
314	UNIVERSITY AVENUE PROJEC	$255,000.00	$0.00	$158,778.33	$0.00	$96,221.67	62.27%
318	CEC SOLAR PROJECT	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
319	2020 STREET PROJECTS	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
321	WALNUT CREEK STREAM PR	$0.00	$1,571.00	$39,486.50	$0.00	-$39,486.50	0.00%
322	73RD STREET	$5,101,526.00	$0.00	$3,087,679.35	$0.00	$2,013,846.65	60.52%
323	68TH STREET NORTH	$150,000.00	$0.00	$0.00	$0.00	$150,000.00	0.00%
326	68TH STREET SOUTH	$3,132,129.00	$0.00	$1,331,933.72	$0.00	$1,800,195.28	42.52%
327	SALT SHED	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
328	74TH STREET	$2,684,900.00	$0.00	$43,124.50	$0.00	$2,641,775.50	1.61%
330	FOREST COURT	$650,000.00	$0.00	$200,174.86	$0.00	$449,825.14	30.80%
331	PSB REPAIRS	$1,200,000.00	$0.00	$0.00	$0.00	$1,200,000.00	0.00%
334	PATIO/STREET REDESIGN	$50,000.00	$0.00	$0.00	$0.00	$50,000.00	0.00%
335	KEEP WINDSOR HEIGHTS BE	$0.00	$0.00	$3,741.21	$0.00	-$3,741.21	0.00%
347	FLOOD MITIGATION	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
348	ARPA FUNDS	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
349	FUTURE STREET PROJECTS	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
350	EQUIPMENT REVOLVING FUN	$792,450.00	$449.19	$352,242.84	$0.00	$440,207.16	44.45%
610	SEWER	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
670	GARBAGE/RECYCLING	$431,656.00	$0.00	$130,520.92	$0.00	$301,135.08	30.24%
740	STORM WATER	$496,802.00	$55.24	$259,861.19	$0.00	$236,940.81	52.31%
805	INTERNAL SERVICE FUND	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
		$28,890,274.00	$157,428.93	$9,549,250.74	$0.00	$19,341,023.26	33.05%

FILTER: None

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Liquor License - Centerfield Sports Bar - 6555 University Ave

GENERAL INFORMATION

Centerfield Sports Bar has submitted a renewal application for its alcohol license. The prior license term has expired; however, the renewal application was timely filed with the State of Iowa. Under Iowa Alcoholic Beverages Division rules, when a renewal application is timely filed, the licensee may continue to sell and serve alcoholic beverages while the renewal is under review by the City and the State. The establishment remains in good standing during this period unless action is taken to deny or suspend the application.

ATTACHMENTS

1. Centerfield Alcohol Application

CLASS "C" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: SWAG GROUP LLC

FEIN: XX-XXX9243

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 690075

Premises Information

Premises DBA: CENTERFIELD SPORTS BAR

Premises Address: 6555 UNIVERSITY AVE WINDSOR HEIGHTS IA 50324

Premises Type: Bar/Tavern

Number of Floors: 1

Control of Premises: Lease

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?
Yes

Does your premises conform to all local and state health, fire and building laws and regulations?
Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?
Yes

Has the number of floors of the premises changed?
No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.
No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.
No

License Information

Effective Date: 30-Dec-2025

Length of License Requested: 12MONTH

Privilege(s) Requested

Outdoor Service - Allows the selling/serving of alcoholic beverages by the license/permit in a designated, adjacent outdoor area.

Provided description of the Outdoor Service Area:

There is a patio connected to the business. A door goes directly into the fenced in patio.

Endorsements

Local Authority: City of Windsor Heights

Dramshop Company: FOUNDERS INSURANCE COMPANY

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	WOLFE, CRYSTAL	SSN	***-**-7221	15-Jul-1982		4812 SAWYERS DRIVE DES MOINES IA 50310	45.00
Individual	STOUT, DAVID	SSN	***-**-5139	08-Jan-1976		4812 SAWYERS DRIVE DES MOINES IA 50310	55.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?
No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.
No

Criminal Violations

Contact Information

Contact Name: DAVID STOUT

Phone Number: 5156647449

Email Address: dstout1976@yahoo.com

Address: 4812 SAWYERS DR DES MOINES IA 50310-2948

Attestation Information

Attestation Name: DAVID STOUT

Attestation Date: 23-Dec-2025

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Liquor License - Kathmandu Restaurant - 7229 Apple Valley Drive

GENERAL INFORMATION

The establishment has submitted a renewal application for its alcohol license. The prior license term has expired; however, the renewal application was timely filed with the State of Iowa. Under Iowa Alcoholic Beverages Division rules, when a renewal application is timely filed, the licensee may continue to sell and serve alcoholic beverages while the renewal is under review by the City and the State. The establishment remains in good standing during this period unless action is taken to deny or suspend the application.

ATTACHMENTS

1. Kathmondu Alcohol Application

GovConnectIowa License Administration

CITY OF WINDSOR HEIGHTS

Alcohol Permit Review

CITY OF WINDSOR HEIGHTS
1009378802

Permit Details

Business Information

Name of Legal Entity	KATHMANDU RESTAURANT
Business Type	Limited Liability Company
SOS Business Number	524737

Permit/License Details

License Number	BW0100101
Premises DBA	Kathmandu restaurant
Premises Address	
Permit/License Type	Special Class "C" Retail Alcohol License (BW)
Permit/License Length	12 months
Permit/License Effective Date	06-Nov-2025
Permit/License Expiration Date	05-Nov-2026
Sales and Use Permit/License Number	
Premise Type	Restaurant
Contact Name	thakur neupane
Contact Phone	515-724-8817
Contact Phone Extension	
Contact Email Address	tneupane5@gmail.com

Privileges

- [ ] Outdoor Service
- [ ] Living Quarters

Provided description of the Outdoor Service area:

Premises Information

Control of Premises	: Lease
Number of Floors	: 1
Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?	: Yes
Does your premises conform to all local and state health, fire and building laws and regulations?	: Yes
Is your establishment equipped with tables and seats to accommodate a minimum of 25?	: Yes

Owners

Ownership Type	Owner	Owner Address	Date of Birth	US Citizen	Ownership Percentage
Individual	NEUPANE, THAKUR	APPLE VALLEY WINDSOR HEIGHTS IA 50324	30-Jan-1990	☑	100.00

Dramshop Information

Dramshop Provider

ILLINOIS CASUALTY CO

Criminal History Details

Since the license was last issued, has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

Yes | No

Since the license was last issued, has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

Yes | No

Sketch of Premises

Cancel Save Draft Previous Next

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

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STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Liquor License - Hy-Vee Fast and Fresh - 7220 Hickman Drive

GENERAL INFORMATION

ATTACHMENTS

1. HyVee Alcohol Application

CLASS "E" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: HY-VEE INC

FEIN: XX-XXX5638

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 19862

Premises Information

Premises DBA: HY-VEE FAST AND FRESH

Premises Address: 7220 HICKMAN RD WINDSOR HEIGHTS IA 50324-4717

Premises Type: Convenience Store

Number of Floors: 1

Control of Premises: Lease

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.
4560

Does your premises conform to all local and state health, fire and building laws and regulations?
Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?
Yes

Has the number of floors of the premises changed?
No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.
No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.
No

Has the square footage of the premises changed?
No

License Information

Effective Date: 17-Mar-2026

Length of License Requested: 12MONTH

Endorsements

Local Authority: City of Windsor Heights

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	WIESE, AARON	SSN	***-**-6741	30-Dec-1976		4840 159TH STREET URBANDALE IA 50323	0.00
Individual	SCHROEDER, ANDREW	SSN	***-**-7701	11-Jan-1974		5764 CHATHAM CIRCLE JOHNSTON IA 50131	0.00
Individual	ALLEN, NATHAN	SSN	***-**-8432	09-Jul-1980		809 SUMMIT PLACE INDIANOLA IA 50125	0.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?
No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.
No

Criminal Violations

Contact Information

Contact Name: KATIE NYLEN

Phone Number: (515) 695-3540

Email Address: knylen@hy-vee.com

Address: 5820 WESTOWN PKWY WEST DES MOINES IA 50266-8223

Bond

Do you want to add a bond for this permit?
No

Bond Policy Number: T247181

Issued Date: 17-Mar-2021

Premises Hours

Is the premises open 24/7?
No

Store Hours Description:

Deliveries Hours

Are deliveries able to be received 24/7?
No

Delivery Hours Description:

Automatic Renewal Enrollment

Do you wish to enroll in the Automatic Renewal Program at this time?
No

Attestation Information

Attestation Name: ANDREW SCHROEDER

Attestation Date: 06-Jan-2026

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Liquor License - Maverik #5002 - 7229 University Ave

GENERAL INFORMATION

ATTACHMENTS

1. Maverick Alcohol Application

CLASS "E" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: KUM & GO LC

FEIN: XX-XXX5780

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 211523

Premises Information

Premises DBA: MAVERIK #5002

Premises Address: 7229 UNIVERSITY AVE WINDSOR HEIGHTS IA 50324-1331

Premises Type: Convenience Store

Number of Floors: 1

Control of Premises: Lease

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.
2332

Does your premises conform to all local and state health, fire and building laws and regulations?
Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?
No

Has the number of floors of the premises changed?
No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.
No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.
No

Has the square footage of the premises changed?
No

License Information

Effective Date: 15-Mar-2026

Length of License Requested: 12MONTH

Endorsements

Local Authority: City of Windsor Heights

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	CALL, TYLER	SSN	***-**-5340	14-Feb-1986		185 SOUTH STATE STREETDOWNTOWN SALT LAKE CITY UT 84111	0.00
Individual	MAGGELET, CRYSTAL	SSN	***-**-7439	14-Aug-1964		185 SOUTH STATE STREETDOWNTOWN SALT LAKE CITY UT 84111	0.00
Company	MAVERIK PALACE ACQUISITION CO. LLC					185 SOUTH STATE STREETDOWNTOWN SALT LAKE CITY UT 84111	100.00
Individual	SCHOFIELD, THOMAS	SSN	***-**-7396	06-May-1981		185 SOUTH STATE STREETDOWNTOWN SALT LAKE CITY UT 84111	0.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?
No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.
No

Criminal Violations

Contact Information

Contact Name: CAMILLE HAYES

Phone Number: (515) 274-7793

Email Address: licensing@maverik.com

Address: 185 S STATE ST STE 800 SALT LAKE CITY UT 84111-1549

Bond

Do you want to add a bond for this permit?
Yes

Bond Policy Number: 9462867

Remitted Value (Value of this Bond): 5,000.00

Issued Date: 01-Jul-2023

Select the Bond Company you are using. If you do not see your company, check the 'The bond company I'm using is not listed' box and you will be prompted to enter the company information in the next step.
FIDELITYDE

Premises Hours

Is the premises open 24/7?
Yes

Store Hours Description:
24/7

Deliveries Hours

Are deliveries able to be received 24/7?
No

Delivery Hours Description:

Automatic Renewal Enrollment

Do you wish to enroll in the Automatic Renewal Program at this time?
No

Attestation Information

Attestation Name: THOMAS SCHOFIELD

Attestation Date: 08-Jan-2026

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Liquor License - Sam's Club #6344 - 1101 73rd Street

GENERAL INFORMATION

ATTACHMENTS

1. Sams Club Alcohol Application

CLASS "E" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: SAMS WEST INC

FEIN: XX-XXX4414

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 199425

Premises Information

Premises DBA: SAM'S CLUB #6344

Premises Address: 1101 73RD ST WINDSOR HEIGHTS IA 50324-1313

Premises Type: Discount Store

Number of Floors: 1

Control of Premises: Lease

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.
133880

Does your premises conform to all local and state health, fire and building laws and regulations?
Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?
No

Has the number of floors of the premises changed?
No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.
No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.
No

Has the square footage of the premises changed?
No

License Information

Effective Date: 13-Mar-2026

Length of License Requested: 12MONTH

Endorsements

Local Authority: City of Windsor Heights

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	ALLEN, MATTHEW	SSN	***-**-7994	06-Feb-1976		3 S BEAU CHENE LANE ROGERS AR 72758	0.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?
No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.
No

Criminal Violations

Contact Information

Contact Name: NAYOUNG TONEY

Phone Number: (479) 360-3604

Email Address: complic@wal-mart.com

Address: 1 CUSTOMER DR MS 0500 DEPT 10901 BENTONVILLE AR 72716-0500

Bond

Do you want to add a bond for this permit?
No

Bond Policy Number: 700 81 22 1371

Issued Date: 13-Mar-2021

Premises Hours

Is the premises open 24/7?
No

Store Hours Description:

Deliveries Hours

Are deliveries able to be received 24/7?
No

Delivery Hours Description:

Automatic Renewal Enrollment

Do you wish to enroll in the Automatic Renewal Program at this time?
No

Attestation Information

Attestation Name: MATTHEW ALLEN

Attestation Date: 08-Jan-2026

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Liquor License - Wal-Mart #1764 - 1001 73rd Street

GENERAL INFORMATION

ATTACHMENTS

1. Walmart Alcohol Application

CLASS "E" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: WALMART INC

FEIN: XX-XXX5188

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 51094

Premises Information

Premises DBA: WAL-MART SUPERCENTER #1764

Premises Address: 1001 73RD ST WINDSOR HEIGHTS IA 50324-1311

Premises Type: Grocery Store

Number of Floors: 1

Control of Premises: Lease

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.
201530

Does your premises conform to all local and state health, fire and building laws and regulations?
Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?
No

Has the number of floors of the premises changed?
No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.
No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.
No

Has the square footage of the premises changed?
No

License Information

Effective Date: 15-Mar-2026

Length of License Requested: 12MONTH

Endorsements

Local Authority: City of Windsor Heights

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	MCMILLION, CARL DOUGLAS	SSN	***-**-8319	17-Oct-1966		702 S W 8TH ST BENTONVILLE AR 72716-0001	0.00
Individual	ALLEN, MATTHEW	SSN	***-**-7994	06-Feb-1976		3 S BEAU CHENE LANE ROGERS AR 72758	0.00
Individual	MCMILLON, DOUG	SSN	***-**-8319	17-Oct-1966		1701 NE TIGER BLVD. BENTONVILLE AZ 72712	0.00
Individual	LITTLE, SARAH	SSN	***-**-9105	22-Apr-1987		605 MAPLE DR SPRINGDALE AR 72764	0.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?
No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.
No

Criminal Violations

Contact Information

Contact Name: LICENSING DEPT

Phone Number: (479) 360-3604

Email Address: complic@wal-mart.com

Address: 1 CUSTOMER DR MS # 0500 BENTONVILLE AR 72716-0500

Bond

Do you want to add a bond for this permit?
Yes

Bond Policy Number: TR#9776

Remitted Value (Value of this Bond): 5,000.00

Issued Date: 01-Feb-2018

Select the Bond Company you are using. If you do not see your company, check the 'The bond company I'm using is not listed' box and you will be prompted to enter the company information in the next step.
FIDELITYDE

Premises Hours

Is the premises open 24/7?
No

Store Hours Description:
Sun-Sat 6 am - 11 pm

Deliveries Hours

Are deliveries able to be received 24/7?
No

Delivery Hours Description:
Sun -Sat 6am-11pm

Automatic Renewal Enrollment

Do you wish to enroll in the Automatic Renewal Program at this time?
No

Attestation Information

Attestation Name: SARAH LITTLE

Attestation Date: 05-Jan-2026

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Liquor License Ownership Amendment - Wal-Mart #1764 - 1001 73rd Street

GENERAL INFORMATION

ATTACHMENTS

1. Walmart Alcohol License - Ownership Amendment

GovConnectIowa License Administration

CITY OF WINDSOR HEIGHTS

Local Authority Review

CITY OF WINDSOR HEIGHTS
1009378802

Owners

Business Information

Customer Type
BUS

Business Sub-Type
Corporation

Business Designation

Legal Business Name
WALMART INC

Old Ownership Information

Owner Type	Owner	Single Line Address	Ownership Percentage
Officer	MCMILLION, CARL DOU	702 S W 8TH ST BENTO	0.00
Owner	ALLEN, MATTHEW	3 S BEAU CHENE LANE	0.00
Owner	MCMILLON, DOUG	1701 NE TIGER BLVD. B	0.00
Owner	LITTLE, SARAH	605 MAPLE DR SPRING	0.00

Updated Ownership Information

Owner Type	Owner	Single Line Address	Ownership Percentage
Officer	MCMILLION, CARL DOU	702 S W 8TH ST BENTO	0.00
Owner	ALLEN, MATTHEW	3 S BEAU CHENE LN RC	0.00
Owner	MCMILLON, DOUG	1701 NE TIGER BLVD. B	0.00
Owner	LITTLE, SARAH	605 MAPLE DR SPRING	0.00

Impacted Active Licenses

Jurisdiction Code	Permit Type	License Number	Address
City of Windsor He	Class "E" Retail Alcc	LE0001002	

Impacted New License Application

Case Type	Current Stage	Case Received	Location Name	Location Address
Class "E" Retail	Local Authority	05-Jan-2026	WAL-MART SUPERCI	1001 73RD ST WIND

Criminal History

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

Local Authority Information

Local Authority Reviewing

City of Windsor Heights

Local Authority Signature Date

Approved/Denied *

Required

Local Authority Email *

Required

Local Authority Attestation Name *

Required

Local Authority Contact Phone Number *

Required

Comments

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STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Resolution No. 2026-01 - A Resolution Naming City Depositories and Deposit Limits

GENERAL INFORMATION

ATTACHMENTS

1. Resolution No. 2026-01 City Depositories

RESOLUTION NO. 2026-01

A RESOLUTION NAMING CITY DEPOSITORIES AND DEPOSIT LIMITS

WHEREAS, Iowa Code 12C.2 requires that the approval of financial institutions as depositories shall be by written document which shall be entered of record in the minutes of the approving board, and which shall distinctly name each depository approved, and specify the maximum amount which may be kept on deposit in each depository; and

WHEREAS, the City's auditor recommends the naming of depositories be done annually.

NOW THEREFORE BE IT RESOLVED that the City Council of Windsor Heights, Iowa, approves the following list of financial institutions to be depositories of the City of Windsor Heights funds in conformance with all applicable provisions of Iowa Code Chapter 12. The City Clerk and Finance Director are hereby authorized to deposit the City of Windsor Heights funds in amounts not to exceed the maximum approved for each respective financial institution as set out below.

DEPOSITORY NAME	LOCATION OF FINANCIAL INSTITUTE	MAXIMUM BALANCE IN EFFECT UNDER PRIOR RESOLUTION	MAXIMUM BALANCE IN EFFECT UNDER THIS RESOLUTION
Bankers Trust	Windsor Heights, IA		$35,000,000.00
IPAIT	Des Moines, IA		$35,000,000.00

Passed and Approved this 20th day of January, 2026.

_____
Mike Jones, Mayor

ATTEST:

_____
Adam Strait, City Clerk

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Resolution No. 2026-02 - A Resolution Naming the Des Moines Register as the City's Official Newspaper

GENERAL INFORMATION

ATTACHMENTS

1. Resolution No. 2026-02 Official City Newspaper

RESOLUTION NO. 2026-02

A RESOLUTION NAMING THE DES MOINES REGISTER AS THE CITY'S OFFICIAL NEWSPAPER

WHEREAS, Iowa Code 362.3 requires that publication as required by city code and provided by state law be published in a newspaper published at least once weekly and having general circulation in the city; and

WHEREAS, Windsor Heights has used the Des Moines Register for such purposes in the past.

NOW THEREFORE BE IT RESOLVED, that the City Council of Windsor Heights, Iowa, designates the Des Moines Register as the Official City Newspaper.

Passed and Approved this 20th day of January, 2026

_____
Mike Jones, Mayor

ATTEST:

_____
Adam Strait, City Clerk

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Nate Leuthold, Deputy City Clerk

SUBJECT: Approve Resolution No. 2026-03 Waiving Pavilion Fees for Des Moines Performing Arts's Free Outdoor Programming on July 16, 2026

GENERAL INFORMATION

Des Moines Performing Arts (DMPA) is a non-profit focused on using the arts to hold up a mirror to the human experience, striving to uplift diverse stories, people, and the communities they create. Last year, they partnered with Windsor Heights to host a free outdoor concert by Dupont Brass at Colby Park as part of their Free Outdoor Programming initiative. They would like to continue this partnership in 2026.

DMPA has requested the use of the Pavilion once again this year for an interactive performance of BEES. The performance is tentatively scheduled from 4-8 PM on July 16th, 2026. There are no events scheduled during this time. While City policy is typically to review waiver requests 30-60 days prior to the event, DMPA and City Staff agreed that solidifying a date for the performance would allow more time to engage the community and build anticipation for the performance.

The non-profit rate for the Pavilion is $37.50 for the four-hour block. They have committed to returning the pavilion to the state in which it is found. They are requesting that all fees be waived.

ATTACHMENTS

1. Resolution No. 2026-03 Waiving Pavilion Fees for Des Moines Performing Arts's Free Outdoor Programming on July 16, 2026
2. DMPA_WindsorHeights_Req to Council

RESOLUTION NO. 2026-03

A RESOLUTION WAIVING PAVILION FEES FOR DES MOINES PERFORMING ARTS'S FREE OUTDOOR PROGRAMMING ON JULY 16TH, 2026

WHEREAS, Des Moines Performing Arts will be providing a free performance of BEES as part of their Free Outdoor Programming initiative; and

WHEREAS, Des Moines Performing Arts will be using the Colby Park Outdoor Pavilion for this event; and

WHEREAS, Des Moines Performing Arts is requesting that the City waive all fees for this event.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDSOR HEIGHTS, IOWA:

That rental fees associated with the rental of the Colby Park Outdoor Pavilion by Des Moines Performing Arts on July 16th, 2026, be waived.

Passed and approved this 20th day of January, 2026.

_____
Mike Jones, Mayor

_____
Adam Strait, City Clerk

DES MOINES PERFORMING ARTS

221 Walnut Street
Des Moines, IA 50309
P (515) 246-2300
F (515) 246-2305
DesMoinesPerformingArts.org

January 8, 2026

City Council of Windsor Heights
RE: July 16th Free Outdoor Programming at Colby Park and Pavilion and Community Event Center

Councilors:

Please accept this letter as a formal request for waived rental fees for Des Moines Performing Arts' Free Outdoor Programming event featuring the interactive performance of BEES that is set to take place at Colby Park and Pavilion on July 16, 2026.

The event on July 16th is part of DMPA's Free Outdoor Programming initiative offered completely free to participants, generating no earned revenue. What began amid the pandemic shutdown in 2021, has become a vital way to provide access and opportunities to thousands of individuals each year. Providing opportunities for the community to engage with the arts in their own neighborhoods while removing barriers of cost and transportation is an essential part of DMPA's community engagement mission.

Given that BEES will be offered at no cost to participants or the city of Windsor Heights, we ask that you consider offering the park and pavilion at no cost to DMPA.

If you have questions or would like to discuss this further, please do not hesitate to reach out.

Thank you for your consideration,
Brooke Bridenstine

Director of Programming
Des Moines Performing Arts
515-720-3824 brookeb@dmpa.org

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Resolution No. 2026-04 - A Resolution Approving Committee Appointments

GENERAL INFORMATION

ATTACHMENTS

1. Resolution No. 2026-04 A Resolution Approving Committee Appointments
2. Resolution No. 2026-04 EXHIBIT A

RESOLUTION NO. 2026-04

A RESOLUTION APPROVING COMMITTEE APPOINTMENTS

WHEREAS, the City of Windsor Heights, Iowa is a duly organized municipality within Polk County; and

WHEREAS, each year the Mayor shall appoint or reappoint individuals as members to various boards, commissions and committees-including, but not limited to, the attached list referred hereinto as "Exhibit A"

NOW, THEREFORE BE IT HEREBY RESOLVED by the City of Windsor Heights City Council in session this 20th Day of January, 2026, that it hereby approves the Mayor's appointment of the individuals listed in Exhibit A.

Passed and Approved this 20th Day of January, 2026.

_____
Mayor Mike Jones

Attest:

_____
Adam Strait, City Clerk

Windsor Heights Master Committee List:

Updated 1/12/2026

Red = Vacant or Appointment Pending

Regional Committee Representatives		
Committee	**Primary**	**Alternate**
BRAVO	Lauren Campbell	Threase Harms
Convention & Visitors Bureau (Catch DSM)	Susan Skeries	Lauren Campbell
DART	Joseph Jones	Lauren Campbell
Iowa Confluence Water Trails (ICON)	Fletcher Barry	Susan Skeries
Metro Waste Authority (MWA)	Susan Skeries	Threase Harms
Metropolitan Advisory Council (MAC)	Mike Jones & Threase Harms	Joseph Jones
Metropolitan Planning Organization (MPO)	Mike Jones	Joseph Jones
Metro (MPO) Technical Committee	Justin Ernst	Andy Larson
Mid-Iowa Planning Alliance (MIPA)	Adam Plagge	Adam Strait
Polk County 911 Service Board	James Mease	Pete Roth
Polk County Emergency Management (Elected)	Mike Jones	Susan Skeries
Polk County Emergency Management	Jim Mease	Pete Roth
Polk County Housing Solutions Alliance (HSA)	Joseph Jones	Fletcher Barry
School District Liaison	Threase Harms	Fletcher Barry
Sister Cities Commission	Ricki King	Fletcher Barry
Walnut Creek WMA	Andy Larson	Adam Plagge

Board of Adjustment	
Member	**Term Expiration**
Chaden Halfhill (Chair)	12/31/2030
John Villotti	12/31/2026
Carole Tillotson	12/31/2028
Paul Walter	12/31/2028
Larry James Sr.	12/21/2028

Purpose: The Board of Adjustment is responsible for administrative review of decisions made by the Zoning Administrator and to hear and decide on Conditional Use Permits, appeals, and requests for special exceptions and variances to the Windsor Heights Zoning Code. Terms are five years.

Planning & Zoning Commission	
Member	**Term Expiration**
Geoffrey Wood (Chair)	12/31/2030
David Ferree	12/31/2027
Diane Foss	12/31/2030
Georgie Libbie	12/31/2030
Bob Bishop	12/31/2027
Tyler Holtorf	12/31/2030
Donna Mueller	12/31/2026

Purpose: The Planning and Zoning Commission makes recommendations to the Windsor Heights City Council regarding land use, changes in zoning, and review of subdivision plans or plats. The Commission shall hold public hearings as required by law and make recommendations to the City Council on all matters relating to the Comprehensive Plan, zoning district map amendments, zoning ordinance text amendments, urban renewal area and other matters as provided in Chapter 414 of the Code of Iowa and the Windsor Heights Zoning Code that will best promote the health, safety, morals, order, convenience and general welfare of the City. Terms are five years.

Personnel & Finance Committee		
Mike Jones	**Threase Harms (Chair)**	Joseph Jones
Director Rachelle Swisher	Clerk Adam Strait	Admin Adam Plagge

Purpose: The Personnel and Finance Committee reviews and makes recommendations on policies related to employee compensation and benefits, employment policies, financial reporting and policies and the City budget. The Committee meets at the call of the Chair or as directed by Council.

Economic Development Committee		
Mike Jones	Joseph Jones	Fletcher Barry
Admin Adam Plagge	Chamber Rep (Tiffany)	Zac Bales-Henry
Brian Sheriff (Colby)		

Purpose: The Economic Development Committee researches and studies contemporary trends, identifies development opportunities and funding sources, develops and recommends

economic development initiatives and strategies to the City Council, and assists in the development of an overall economic development plan. The Committee meets at the call of the Chair or as directed by Council.

Communications & Art Committee		
Mike Jones	**Threase Harms (Chair)**	Lauren Campbell
Clerk Adam Strait	Admin Adam Plagge	Kurt Bowermaster
Michaela Schnetter		
Purpose: The Communications and Art Committee is tasked with reviewing the City's communications plans, making recommendations for improvement to City Council and providing guidance on the implementation on the 2025 Public Art Plan. The Committee meets at the call of the chair or as directed by Council.		

Public Safety Committee		
Mike Jones	Lauren Campbell	Joseph Jones
Fire Chief James Mease (Chair)	Police Chief Pete Roth	Anna Hyatt
Michael Stueckrath	Darren Skeries	Sarah Roemer
Purpose: The Public Safety Committee works closely with staff to evaluate complex public safety related challenges and make recommendations related to those challenges to the full council. The Public Safety Committee also is briefed on the annual Public Safety budget request and other matters as requested. The Committee meets at the call of the Chair or as directed by Council.		

Public Works Committee		
Mike Jones	Susan Skeries	Fletcher Barry
Supervisor Jason Roberts	**Director Andy Larson (Chair)**	Dave Burgess
Sarah Roemer		
Purpose: The Public Works Committee meets to review issues and initiatives focused on streets, parks, utilities and public facilities, and makes recommendations to the City Council. The Committee meets at the call of the Chair or as directed by Council.		

Community Events Committee		
Mike Jones	**Susan Skeries (Chair)**	Lauren Campbell
Admin Adam Plagge	Deputy Clerk Nate Leuthold	WH Foundation Rep.
Chamber Rep (Tiffany)	Lauren Probst	Eddie Wilkinson

Purpose: The Community Events Committee acts as a coordinating body of City, non-profit, business and citizen volunteers for community events offering recommendations on fundraising, event planning, and overall cultural asset building. The Committee meets at the call of the Chair or as directed by Council.

Colby Park Ad-Hoc Committee		
Lauren Campbell	Threase Harms	Geoff Wood
Celeste Egger	Gunnar Olson	WH Foundation Rep.
Admin Adam Plagge	Nate Weitl (BMI)	Casey Byers (BMI)
Justin Ernst (BMI)	Natalie Jensen (BMI)	
Purpose: The Colby Park Ad-Hoc Committee is responsible for recommendations to Council regarding the updating and redesign of Colby Park, in accordance with approved budgets and the 2020 Parks Master Plan.		

Additional Ad-Hoc Committees:

Space Use Analysis: Mayor Jones, Joseph Jones, Susan Skeries, Joe Feldmann (OPN), Ken Hagen (OPN), Admin Adam Plagge, Rachelle Swisher, Jim Mease, Pete Roth.

Public Arts: Mayor Jones, Lauren Campbell, Threase Harms, Admin Adam Plagge, Chaden Halfhill, Liz Lidgett, Madison Burke (BMI).

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Justin Ernst, City Engineer

SUBJECT: Approve Wilshire Blvd Storm Sewer Project Pay Request 3

GENERAL INFORMATION

ATTACHMENTS

1. LTR-Whilshire Storm Pay App 3
2. PA_03_Wilshire_Boulevard_Storm_Sewer_SIGNED

BOLTON & MENK
Real People. Real Solutions.

430 E Grand Avenue
Suite 101
Des Moines, IA 50309

Ph: (515) 259-9190
Fax: (515) 233-4430
Bolton-Menk.com

January 15, 2026

Mr. Adam Plagge
City Administrator
City of Windsor Heights, Iowa

RE: Wilshire Blvd Storm Sewer Project
Pay Request 3

Dear Mr. Plagge:

Submitted for your approval is Pay Request 3 for the above-mentioned project. Pay Request 3 is for a total payment of $27,960.25. The total payments to date: $153,853.60. Please see pay request for a full summary of the completed items that are included in this payment.

Bolton & Menk, Inc., recommends the approval of Pay Request 3. Upon approval of pay request, please sign 3 copies in the space provided. Return one executed copy of the pay request to our office and one executed copy of the pay request to Jet Drain Services LLC with payment.

Please let me know if you have any questions.

Sincerely,

Bolton & Menk, Inc.

Justin Ernst, PE
Municipal Assistant Practice Leader, Principal

Enclosure

Bolton & Menk is an equal opportunity employer.

City of Windsor Heights - Iowa

Detailed Payment

Wilshire Boulevard Storm Sewer - 24X.135937.000

Description	Storm sewer including storm sewer abandonment and removal, pipe and intake installation, PCC pavement, and sodding.
Payment Number	3
Pay Period	12/01/2025 to 12/19/2025
Prime Contractor	JET DRAIN
Payment Status	Pending
Awarded Project Amount	$95,629.10
Authorized Amount	$168,254.10

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 1 - Description										
0001	2010-D-1	CY	$45.000	18.000	0.000	0.000	0.000	0.000	$0.00	$0.00
TOPSOIL, ON-SITE										
0002	4020-A-1	LF	$150.000	73.000	0.000	73.000	73.000	73.000	$0.00	$10,950.00
STORM SEWER, TRENCHED, 24 INCH										
0003	4020-D	LF	$15.000	47.000	0.000	47.000	47.000	47.000	$0.00	$705.00
REMOVAL OF STORM SEWER, RCP, 15 INCH										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0004	4020-G	LF	$25.000	425.000	425.000	0.000	425.000	425.000	$10,625.00	$10,625.00
STORM SEWER ABANDONMENT, FILL AND PLUG, 15 INCH										
0005	4040-999-A	EA	$300.000	2.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SUBDRAIN POP UP OUTLET										
0006	6010-999-A	EA	$10,000.000	2.000	0.000	2.000	2.000	2.000	$0.00	$20,000.00
INTAKE, NYLOPLAST 30 INCH										
0007	6010-E	EA	$1,500.000	1.000	0.000	0.000	0.000	0.000	$0.00	$0.00
MANHOLE ADJUSTMENT, MINOR										
0008	6010-G	EA	$2,500.000	1.000	0.000	1.000	1.000	1.000	$0.00	$2,500.00
CONNECTION TO EXISTING MANHOLE										
0009	6010-H	EA	$1,000.000	2.000	0.000	2.000	2.000	2.000	$0.00	$2,000.00
REMOVE INTAKE										
0010	7030-A-1	SY	$20.000	20.000	0.000	25.000	25.000	25.000	$0.00	$500.00
REMOVAL OF SIDEWALK										
0011	7030-A-3	SY	$25.000	40.000	0.000	101.667	101.667	101.667	$0.00	$2,541.68
REMOVAL OF DRIVEWAY										
0012	7030-E	SY	$55.000	20.000	0.000	22.250	22.250	22.250	$0.00	$1,223.75
SIDEWALK, PCC, 4 INCH										
0013	7030-E	SY	$60.000	7.000	0.000	7.000	7.000	7.000	$0.00	$420.00
SIDEWALK, PCC, 6 INCH										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0014	7030-G	SF	$60.000	10.000	0.000	10.000	10.000	10.000	$0.00	$600.00
DETECTABLE WARNING										
0015	7030-H-1	SY	$60.000	40.000	0.000	101.667	101.667	101.667	$0.00	$6,100.02
DRIVEWAY, PAVED, PCC, 6 INCH										
0016	7040-A	SY	$91.480	170.000	0.000	145.633	145.633	145.633	$0.00	$13,322.51
FULL DEPTH PATCHES, PCC, 9 INCH										
0017	8030-A	LS	$5,500.000	1.000	0.000	1.000	1.000	1.000	$0.00	$5,500.00
TEMPORARY TRAFFIC CONTROL										
0018	9020-A	SY	$17.250	230.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SOD										
0019	11020-A	LS	$15,000.000	1.000	0.000	1.000	1.000	1.000	$0.00	$15,000.00
MOBILIZATION										
8001	4040-108-A-0	LF	$36.300	480.000	0.000	480.000	480.000	480.000	$0.00	$17,424.00
Subdrain: Perforated 6"										
8002	2435-0251218	EACH	$5,500.000	1.000	0.000	1.000	1.000	1.000	$0.00	$5,500.00
INTAKE, SW-512, 18"										
8003	2599-9999010	LS	$3,586.000	1.000	0.000	0.000	0.000	0.000	$0.00	$0.00
('LUMP SUM' ITEM): Remove & Replace Driveway Apron and Sidewalk										
8004	2435-0250500	EACH	$7,500.000	2.000	0.000	2.000	2.000	2.000	$0.00	$15,000.00
INTAKE, SW-505										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
8010	2503-0110015	LF	$125.000	25.000	0.000	25.000	25.000	25.000	$0.00	$3,125.00
STORM SEWER GRAVITY MAIN, TRENCHED, 15 IN.										
8020	2510-6750600	EACH	$1,000.000	2.000	0.000	2.000	2.000	2.000	$0.00	$2,000.00
REMOVAL OF INTAKES AND UTILITY ACCESSES										
8030	2503-0200036	LF	$15.000	25.000	0.000	25.000	25.000	25.000	$0.00	$375.00
REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.										
8040	2533-4980005	LS	$5,000.000	1.000	0.000	1.000	1.000	1.000	$0.00	$5,000.00
MOBILIZATION										
8050	6010-108-H-0	EA	$2,500.000	1.000	1.000	0.000	1.000	1.000	$2,500.00	$2,500.00
Remove Intake										
8060	4020-108-E-2	LF	$25.000	140.000	140.000	0.000	140.000	140.000	$3,500.00	$3,500.00
Storm Sewer Abandonment, Fill and Plug: 15 Inch										
8070	4020-108-E-2	LF	$28.000	400.000	400.000	0.000	400.000	400.000	$11,200.00	$11,200.00
Storm Sewer Abandonment, Fill and Plug: 18 Inch										
8080	7010-108-E-0	LF	$125.000	18.000	0.000	0.000	0.000	0.000	$0.00	$0.00
Curb and Gutter: Replacement 24"										
8090	9020-A	SY	$15.000	11.000	0.000	0.000	0.000	0.000	$0.00	$0.00
Sod										
8100	11020-108-A	LS	$1,000.000	1.000	1.000	0.000	1.000	1.000	$1,000.00	$1,000.00
Mobilization										
								Section Totals:	$28,825.00	$158,611.96

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
								Total Payments:	$28,825.00	$158,611.96

Time Charges

Time Limit	Original Deadline	Authorized Deadline	Charges This Period	Damages This Period	Days Completed To Date	Days Remaining To Date	Damages To Date
Final Completion/Payment - Liquidated damages $500 per calendar day	11/28/2025	01/23/2026	N/A	$0.00	N/A	35.0 Days	$0.00
Substantial Completion - Liquidated damages $500 per calendar day	10/31/2025	12/24/2025	N/A	$0.00	N/A	5.0 Days	$0.00
						Total Damages:	$0.00

Summary

Current Approved Work:	$28,825.00	**Approved Work To Date:**	$158,611.96
Current Stockpile Advancement:	$0.00	**Stockpile Advancement To Date:**	$0.00
Current Stockpile Recovery:	$0.00	**Stockpile Recovery To Date:**	$0.00
Current Retainage:	$864.75	**Retainage To Date:**	$4,758.36
Current Retainage Released:	$0.00	**Retainage Released To Date:**	$0.00
Current Liquidated Damages:	$0.00	**Liquidated Damages To Date:**	$0.00
Current Adjustment:	$0.00	**Adjustments To Date:**	$0.00
Current Payment:	$27,960.25	**Payments To Date:**	$153,853.60
Previous Payment:	$75,700.36	**Previous Payments To Date:**	$125,893.35

SIGNATURE LINE FOR PAYMENT REPORTS

ENGINEER'S CERTIFICATION:

In accordance with the Contract Documents, based on on-site observations and the data comprising this Payment Application, the Construction Project Manager certifies to the City of Windsor Heights that to the best of the Construction Project Manager's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and Contractor is entitled to payment of Amount Certified.

AMOUNT CERTIFIED: $ 27,960.25

By: Justin Ernst Date: 1.15.26

CONTRACTOR'S CERTIFICATION:

Contractor certifies that to the best of Contractor's knowledge, information and belief, the Work covered by this Payment Application has been completed in accordance with the Contract Documents, that all amounts have been paid by Contractor for Work for which payments were issued and payments received from the City of Windsor Heights, and that the current payment applied herein is now due.

By: Chantz Berstler Date: 12-22-2025

CITY OF WINDSOR HEIGHTS REVIEW / APPROVAL:

By: _____ Date: _____

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Justin Ernst, City Engineer

SUBJECT: Approve 68th Street Improvements Change Order 4

GENERAL INFORMATION

ATTACHMENTS

1. LTR-68-CO 004
2. 1133739_Change Order_004_Signed

BOLTON & MENK
Real People. Real Solutions.

430 E Grand Avenue
Suite 101
Des Moines, IA 50309

Ph: (515) 259-9190
Fax: (515) 233-4430
Bolton-Menk.com

January 15, 2026

Mr. Adam Plagge
City Administrator
City of Windsor Heights, Iowa

RE: 68th Street Improvements
Change Order 4

Dear Mr. Plagge

Submitted for your approval is Change Order 4 for the above-mentioned project. Change Order 4 includes installing a box to connect existing sump pump lines to and connect to subdrain line. The approved contract value of $1,886,537.86 will be increased by $3,684.06 for a revised contract value of $1,890,221.92. Please see Change Order 4 for a full summary of the change items.

Bolton & Menk, Inc. recommends the approval of Change Order 4. Upon approval of Change Order 4, please sign 3 copies in the space provided. Return one executed copy of the change order to our office and one executed copy of the change order to Shekar Engineering, P.L.C.

Sincerely,

Bolton & Menk, Inc.

Justin Ernst, P.E.
Municipal Assistant Practice Leader, Principal

Enclosure

Bolton & Menk is an equal opportunity employer.

City of Windsor Heights - Iowa

Change Order Details

68th Street Improvements

Description	Reconstruction of 68th Street
Prime Contractor	SHEKAR ENGINEERING, PLC
Change Order	4
Status	Approved
Date Created	01/06/2026
Type	Non-Significant - Non-Participating
Change Order Description	8040: Add new item MH-09 Alt A, SW-406, 6'x4' 8050: Add new item MH-10, SW-405, 5'x4'

Awarded Project Amount	$1,878,164.17
Authorized Project Amount	$1,886,537.86
Change Order Amount	$3,684.06
Revised Project Amount	$1,890,221.92

B - Reason for change:

8040: Storm sewer manhole 9 was not able to be built per the original SW-401 design. The structure was revised to an SW-406 which allowed for adequate wall height to make the 36" pipe connection.

8050: Storm sewer manhole 10 was not able to be built per the original SW-401 design. The structure was revised to an SW-406 which allowed for adequate wall height to make the 36" pipe connections.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

8040: Agreed unit price. $1,390.50 + $139.05 (10% prime markup) = $1529.55

8050: Agreed unit price. $1958.65 + $195.86 (10% prime markup) = $2154.51

D - Justification for cost(s) (See I.M. 6.000 Attachment D, Chapter 2.36, for acceptable justification):

8040: Price is similar to work of this type on previous projects.

8050: Price is similar to work of this type on previous projects.

E - Contract time adjustment:

None

New Items

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
Section: 0001 - Base Bid - Quantities					
8050	2599-9999005	EACH	1.000	$2,154.510	$2,154.51
('EACH' ITEM): MH-10, SW-406, 5'x4'					
Section: 0002 - Alternate A - Quantities					
8040	2599-9999005	EACH	1.000	$1,529.550	$1,529.55
('EACH' ITEM): MH-09 Alt A, SW-406, 6'x4'					
2 items					Total: $3,684.06

AGREED BY CONTRACTOR:

By: Chandra Shekar Digitally signed by Chandra Shekar Date: 2026.01.13 11:06:39 -06'00' Date: 01/13/2026

RECOMMENDED BY ENGINEER:

By: Justin Ernst Date: 1.15.2026

APPROVED BY CITY OF WINDSOR HEIGHTS :

By: _____ Date: _____

Shekar Engineering

Civil and Environmental Engineering
Consultants and General Contractors

October 17, 2025

Wyatt Klooster
Bolton & Menk, Inc
430 E. Grand Avenue, Ste 101
Des Moines, IA 50309

Re: Change Order #4 – DIP Water Main & MH09-MH10 Price Increase
68th Street Improvement Project

Dear Wyatt,

Please find attached a Change Order #4 breakdown for the DIP Water Main & MH09-MH10 Price Increase for the subject project. Please feel free to contact me if you have any questions or need additional information.

Sincerely

Chandra Shekar, P.E.
President
Cell: 515-975-6495
Email: Chandra@shekar.us

SHEKAR ENGINEERING

UNDER FUTHER REVIEW BY DMWW. NO PAYMENT ON CHANGE ORDER #04.

68th Street Improvement Project Date: 9/12/2025

Item	Description	Quantity	Unit	Labor Unit Rate	Labor Extended	Material Unit Rate	Material Ext.	Equipment Unit Rate	Equip Extended	Subs	Sub Extended	Item Total	Sub Total
1	**DIP Water Main**												
	Thorpe Contracting	1	LS							10,186.78	10,186.78	10,186.78	
2	**MH09 & MH10 Price Increase**												
	Thorpe Contracting	1	LS							3,349.15	3,349.15	3,349.15	
												Sub-Total	~~13,535.93~~ 3,349.15
													Sub-Total ~~$13,535.93~~ 3,349.15
												General Condition	$0.00
												Labor Burden	$0.00
													Sub-Total ~~$13,535.93~~ 3,349.15
												Overhead	$0.00
												Profit	$1,353.59
													Sub-Total ~~$14,889.52~~ 3684.06
												Insurance + Bond	$0.00
				Labor Total	0.00							**PROJECT TOTAL**	~~$14,889.52~~ 3684.06

Labor Burden (0%)	0.000
Overhead (0%)	0.000
Insurance (0%)	0.000
Profit (10%)	0.100

General Condition

	Description	Quantity	Unit	Unit Rate	Extended Cost
1	Mileage	0	MI	1.00	0.00
2	Mobilization	0	LS	5,000.00	0.00
2	Project Management	0	HR	125.00	0.00
3	Site Superintedent/Safety Officer	0	HR	80.00	0.00
3	Porto - Potty	0	MO	200.00	0.00
4	Dumpster + Disposal Fees	0	LS	1,000.00	0.00
				Sub-Total	**0.00**

SHEKAR ENGINEERING

Chandra Shekar 9/12/2025
President

68th St. Improvements - DIP Water Main Change Order

THORPE CONTRACTING, LLC

PO Box 220. Adel, Iowa 50003

Contact: Colby Rowley
Phone: 641-795-6056
Email: colby@tciowa.net

Quote To:
Project ID:

Date of Plans:
Addendum:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	10" DIP Water Main materials	1.00	LS	3,586.02	3,586.02
	10" DIP Water Main Labor And Equipment	1.00	LS	5,185.19	5,185.19
	6" DIP Water Main Materials	1.00	LS	1,000.78	1,000.78
	6" DIP Water Main Labor And Equiment	1.00	LS	414.82	414.82
GRAND TOTAL					**$10,186.81**

NOTES:

Note:

1) The above pricing reflects the cost of addtional material, labor, and equipment needed for plan changes made by DMWW. These plan changes took place on Phase 2 at the University and 68th St. intersection.

Provided By Thorpe Contracting, LLC:
All Labor, Equipment, and Supervision for installation of the above scope
All required testing, televising, and inspection of above scope

Note:
Upon award of this contract, this proposal shall become an attachment to the binding agreement.
Any items not listed in the above quote are considered to be excluded

UNDER FUTHER REVIEW BY DMWW. NO PAYMENT ON CHANGE ORDER #04.

68th St. Improvements - MH-09 Alt A, MH-10 Price Increase CO

THORPE CONTRACTING, LLC

PO Box 220. Adel, Iowa 50003

Contact: **Colby Rowley**
Phone: **641-795-6056**
Email: **colby@tciowa.net**

Quote To:
Project ID:

Date of Plans:
Addendum:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
34	MH-09 Alt A, 6x4	1.00	EA	1,390.50	1,390.50
33	MH-10, 5x4	1.00	EA	1,958.65	1,958.65
GRAND TOTAL					**$3,349.15**

NOTES:

Note:

1) The pricing above reflects additional cost needing to be added to the following bid items. Bid item #33 and bid item #34.

Provided By Thorpe Contracting, LLC:
All Labor, Equipment, and Supervision for installation of the above scope
All required testing, televising, and inspection of above scope

Note:
Upon award of this contract, this proposal shall become an attachment to the binding agreement.
Any items not listed in the above quote are considered to be excluded

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Justin Ernst, City Engineer

SUBJECT: Approve 68th Street Improvements Change Order 5

GENERAL INFORMATION

ATTACHMENTS

1. LTR-68-CO 005
2. 1133739_Change Order_005_Signed

BOLTON & MENK
Real People. Real Solutions.

430 E Grand Avenue
Suite 101
Des Moines, IA 50309

Ph: (515) 259-9190
Fax: (515) 233-4430
Bolton-Menk.com

January 15, 2026

Mr. Adam Plagge
City Administrator
City of Windsor Heights, Iowa

RE: 68th Street Improvements
Change Order 5

Dear Mr. Plagge

Submitted for your approval is Change Order 5 for the above-mentioned project. Change Order 5 includes installing a box to connect existing sump pump lines to and connect to subdrain line. The approved contract value of $1,890,221.92 will be increased by $3,192.39 for a revised contract value of $1,893,414.31. Please see Change Order 5 for a full summary of the change items.

Bolton & Menk, Inc. recommends the approval of Change Order 5. Upon approval of Change Order 5, please sign 3 copies in the space provided. Return one executed copy of the change order to our office and one executed copy of the change order to Shekar Engineering, P.L.C.

Sincerely,

Bolton & Menk, Inc.

Justin Ernst, P.E.
Municipal Assistant Practice Leader, Principal

Enclosure

Bolton & Menk is an equal opportunity employer.

City of Windsor Heights - Iowa

Change Order Details

68th Street Improvements

Description	Reconstruction of 68th Street
Prime Contractor	SHEKAR ENGINEERING, PLC
Change Order	5
Status	Approved
Date Created	01/13/2026
Change Order Description	8060: Temporary Storm Sewer Connection (Mott Ave. & 68th St.)
Awarded Project Amount	$1,878,164.17
Authorized Project Amount	$1,890,221.92
Change Order Amount	$3,192.39
Revised Project Amount	$1,893,414.31

B - Reason for change:

8060: A temporary storm sewer connection was necessary between phases 3A and 3B at the NW corner of the Mott Avenue and 68th Street intersection to allow for positive drainage of the existing storm sewer system.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

8060: Agreed unit price. $2,902.17 + $290.22 (10% prime markup) = $3,192.39

D - Justification for cost(s) (See I.M. 6.000 Attachment D, Chapter 2.36, for acceptable justification):

8060: Price is similar to work of this type on previous projects.

E - Contract time adjustment:

None

New Items

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
Section: 0001 - Base Bid - Quantities					
8060	2599-9999010	LS	1.000	$3,192.390	$3,192.39
('LUMP SUM' ITEM): Temporary Storm Sewer Connection (Mott Ave. & 68th St.)					
1 item					Total: $3,192.39

AGREED BY CONTRACTOR:

By: Chandra Shekar Digitally signed by Chandra Shekar Date: 2026.01.13 11:07:42 -06'00' Date: 01/13/2026

RECOMMENDED BY ENGINEER:

By: Justin Ernst Date: 1.15.2026

APPROVED BY CITY OF WINDSOR HEIGHTS :

By: _____ Date: _____

Shekar Engineering

Civil and Environmental Engineering
Consultants and General Contractors

October 3, 2025

Wyatt Klooster
Bolton & Menk, Inc
430 E. Grand Avenue, Ste 101
Des Moines, IA 50309

Re: Change Order #5 – Temp Storm Connection
68th Street Improvement Project

Dear Wyatt,

Please find attached a Change Order #5 and supporting documents for Temp Storm Connection for the subject project. Please feel free to contact me if you have any questions or need additional information.

Sincerely

Chandra Shekar, P.E.
President
Cell: 515-975-6495
Email: Chandra@shekar.us

SHEKAR ENGINEERING

68th Street Improvement Project Date: 10/3/2025

Item	Description	Quantity	Unit	Labor Unit Rate	Labor Extended	Material Unit Rate	Material Ext.	Equipment Unit Rate	Equip Extended	Subs	Sub Extended	Item Total	Sub Total
1	**Temp Storm Connection**												
	Thorpe Contracting	1	LS							2,902.17	2,902.17	2,902.17	
												Sub-Total	**2,902.17**
													Sub-Total
													General Condition
													Labor Burden
													Sub-Total
													Overhead
													Profit
													Sub-Total
													Insurance + Bond
				Labor Total	0.00								
												PROJECT TOTAL	

Labor Burden (0%)	0.000
Overhead (0%)	0.000
Insurance (0%)	0.000
Profit (10%)	0.100

	$2,902.17
	$0.00
	$0.00
	$2,902.17
	$0.00
	$290.22
	$3,192.39
	$0.00
	$3,192.39

General Condition

	Description	Quantity	Unit	Unit Rate	Extended Cost
1	Mileage	0	MI	1.00	0.00
2	Mobilization	0	LS	5,000.00	0.00
2	Project Management	0	HR	125.00	0.00
3	Site Superintedent/Safety Officer	0	HR	80.00	0.00
3	Porto - Potty	0	MO	200.00	0.00
4	Dumpster + Disposal Fees	0	LS	1,000.00	0.00
				Sub-Total	**0.00**

SHEKAR ENGINEERING

Chandra Shekar 10/3/2025
President

68th Street Temp Storm Connection

THORPE CONTRACTING, LLC

PO Box 220. Adel, Iowa 50003

Contact: **Colby Rowley**
Phone: **515-795-6056**
Email: **colby@tciowa.net**

Quote To: Shekar
Project ID:

Date of Plans:
Addendum:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Temp Storm Connection	1.00	LS	2,902.17	2,902.17
GRAND TOTAL					**$2,902.17**

NOTES:

Note:
1)
2)
3)

NOTE: DUE TO SUPPLY ISSUES, MATERIAL AVAILABILTY AND PRICING IS SUBJECT TO CHANGE, AND CANNOT BE GUARANTEED.

**NOTE: This proposal may be withdrawn by us if not accepted within 10 days

Utility locations/ elevations/ conditions are to be approved by the general contractor/owner before mobilization. Bid reflects stubbing utilities within five feet of buildings unless otherwise noted

Not included unless line item in bid: System development fee, sanitary connection fee, water connection fee, storm sewer connection fee, storm water pollution prevention plans / inspections, DNR permits / reports, grading permits, plumbing permits, silt fence / sock installation or removal, erosion control matting, mulch / temporary mulch, sod or seed, watering of sod or seed, landscaping, staking, as-built drawings / survey, AGC dues, bonds, additional insurance, railroad insurance, engineering, flaggers, barricades, traffic control, inspection, soil testing, compaction testing, concrete testing, material testing, soil borings, saw cuts, core drilling, concrete replacement, fine / finish grade, excavation of rock, frost excavation / ripping, any over-excavation of soil, compaction of existing fill, excavation / removal / disposal of debris, trash, trees, etc., aggregate base under buildings / footings / sidewalks / cunettes / concrete swales / paving, removal / disposal of contaminated soil / contaminated water / contaminated buried debris, import or export of soil, export of excess utility soils, import of suitable topsoil if sufficient topsoil is not available on site, dump fees, amended soils, bioswales, handling or removal of dirt generated by other trades, site demo, cutting / drilling of footing / concrete to facilitate roof drain / utility installation, adjustment of existing valve boxes / manholes / intakes, adjustment of fiber hand holes / manholes, interior plumbing, trench drains / vane drains / mat drains, sleeves for other utilities / trades, footing / wall sleeves, fence removal / replacement, dewatering, concrete special shaping or throat for intakes, additional mobilization to repair damage to grade / utilities by others, rock surfacing, temporary / permanent fencing, hand excavation, hand tamping, repair of unmarked irrigation lines, repair of unmarked private utilities, repair of existing tile, digging or backfilling retaining wall, digging or backfilling footings, backfill of utility trenches from other trades, asbestos testing / handling / abatement. Soil stabilization,fly ash,lime,cement treated soils. Temporary construction entrances to be left in place unless otherwise noted. Winter conditions are not included unless noted in scope.

Backcharges will not be accepted without a minimum 48 hour written notice to cure.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and

specifications submitted for above work and completed in a substantial workmanlike manner.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. Extra work will not be done without a change order signed by an authorized person.

An additional fee for overtime, double time, weekend and emergency repair / response will be charged if needed. Late fees may be charged on past due invoices.

All agreements contingent upon strikes, accidents, or delays beyond our control. Payment shall be due 30 days after receipt of invoice unless otherwise noted.

Provided By Thorpe Contracting, LLC:
All Labor, Equipment, and Supervision for installation of the above scope
All required testing, televising, and inspection of above scope

Note:
Upon award of this contract, this proposal shall become an attachment to the binding agreement.
Any items not listed in the above quote are considered to be excluded

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Justin Ernst, City Engineer

SUBJECT: Approve 68th Street Improvements Project Pay Request 8

GENERAL INFORMATION

ATTACHMENTS

1. LTR-68th Street-Pay App 8
2. 133739_Pay Application_008_Signed

BOLTON & MENK
Real People. Real Solutions.

430 E Grand Avenue
Suite 101
Des Moines, IA 50309

Ph: (515) 259-9190
Fax: (515) 233-4430
Bolton-Menk.com

January 15, 2026

Mr. Adam Plagge
City Administrator
City of Windsor Heights, Iowa

RE: 68th Street Improvements Project
Pay Request 8

Dear Mr. Plagge:

Submitted for your approval is Pay Request 8 for the above-mentioned project. Pay request is for a total payment of $268,619.17. The total payments to date: $1,565,965.81. Please see enclosure for a full summary of the items completed that are included in this payment.

Bolton & Menk, Inc., recommends the approval of Pay Request 8. Upon approval, please sign 3 copies in the space provided. Return one executed copy of the pay request to our office and one executed copy of the pay request to Shekar Engineering, P.L.C. with payment.

Please let me know if you have any questions.

Sincerely,

Bolton & Menk, Inc.

Justin Ernst, PE
Municipal Assistant Practice Leader, Principal

Enclosure

Bolton & Menk is an equal opportunity employer.

City of Windsor Heights - Iowa

Detailed Payment

68th Street Improvements

Description	Reconstruction of 68th Street
Payment Number	8
Pay Period	11/01/2025 to 12/31/2025
Prime Contractor	SHEKAR ENGINEERING, PLC
Payment Status	Pending
Awarded Project Amount	$1,878,164.17
Authorized Amount	$1,893,414.31

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 0001 - Base Bid - Quantities										
0001	2010-C	LS	$10,237.500	1.000	0.000	1.000	1.000	1.000	$0.00	$10,237.50
CLEARING AND GRUBBING										
0002	2010-D-1	CY	$10.200	948.000	0.000	237.000	237.000	237.000	$0.00	$2,417.40
TOPSOIL, ON-SITE										
0003	2010-E	CY	$15.300	2,606.000	0.000	1,565.000	1,565.000	1,565.000	$0.00	$23,944.50
EXCAVATION, CLASS 10										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0004	2010-F	CY	$20.400	795.000	98.500	199.002	297.502	297.502	$2,009.40	$6,069.04
BELOW GRADE EXCAVATION (CORE OUT)										
0005	2010-G	SY	$1.020	7,950.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SUBGRADE PREPARATION										
0006	2010-I	SY	$2.040	795.000	957.700	438.756	1,396.456	1,396.456	$1,953.71	$2,848.77
SUBGRADE TREATMENT, GEOGRID, TYPE 2										
0007	2010-J	SY	$16.830	7,950.000	1,728.200	5,003.301	6,731.501	6,731.501	$29,085.60	$113,291.16
SUBBASE, MODIFIED, 8 INCHES										
0008	3010-D	CY	$81.600	100.000	98.500	58.800	157.300	157.300	$8,037.60	$12,835.68
REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL										
0009	4020-A-1	LF	$44.280	12.000	8.000	0.000	8.000	8.000	$354.24	$354.24
STORM SEWER, TRENCHED, PP, 8 INCH										
0010	4020-A-1	LF	$46.890	1,550.000	508.000	1,048.900	1,556.900	1,556.900	$23,820.12	$73,003.04
STORM SEWER, TRENCHED, 15 INCH										
0011	4020-A-1	LF	$83.040	27.000	0.000	0.000	0.000	0.000	$0.00	$0.00
STORM SEWER, TRENCHED, 18 INCH										
0012	4020-A-1	LF	$151.470	47.000	42.000	0.000	42.000	42.000	$6,361.74	$6,361.74
STORM SEWER, TRENCHED, 36 INCH										
0013	4020-A-1	LF	$232.490	50.000	0.000	40.000	40.000	40.000	$0.00	$9,299.60
STORM SEWER, TRENCHED, RCP, 37" X 23" ARCH										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0014	4020-D	LF	$9.930	348.000	0.000	148.000	148.000	148.000	$0.00	$1,469.64
REMOVAL OF STORM SEWER, LESS THAN 36 INCH										
0015	4040-A	LF	$14.520	3,330.000	1,035.300	2,368.000	3,403.300	3,403.300	$15,032.56	$49,415.92
SUBDRAIN, PERFORATED HDPE, 6 INCH										
0016	4040-C-1	EA	$501.030	16.000	0.000	10.000	10.000	10.000	$0.00	$5,010.30
SUBDRAIN CLEANOUT, TYPE A-1, 6 INCH										
0017	4040-D-1	EA	$475.310	14.000	4.000	8.000	12.000	12.000	$1,901.24	$5,703.72
SUBDRAIN OUTLETS AND CONNECTIONS, CMP, 6 INCH										
0018	4050-H-1	EA	$5,397.010	3.000	1.000	13.500	14.500	14.500	$5,397.01	$78,256.65
SPOT REPAIRS BY PIPE REPLACEMENT, PVC, 4 INCH										
0019	SPEC. PROV.	LF	$790.910	10.000	0.000	16.000	16.000	16.000	$0.00	$12,654.56
WATER MAIN, TRENCHED, PVC C900 (DR 18), 6 INCH WITH TRACER WIRE										
0020	SPEC. PROV.	LF	$50.630	1,880.000	38.000	1,809.300	1,847.300	1,847.300	$1,923.94	$93,528.80
WATER MAIN, TRENCHED, PVC C900 (DR 18), 8 INCH WITH TRACER WIRE										
0021	SPEC. PROV.	LB	$8.580	1,779.000	184.000	2,057.000	2,241.000	2,241.000	$1,578.72	$19,227.78
FITTING BY WEIGHT, DUCTILE IRON										
0022	SPEC. PROV.	EA	$1,264.190	23.000	0.000	23.000	23.000	23.000	$0.00	$29,076.37
WATER SERVICE TRANSFER, COPPER, 1 INCH , SAME SIDE										
0023	SPEC. PROV.	EA	$2,022.360	26.000	4.000	22.000	26.000	26.000	$8,089.44	$52,581.36
WATER SERVICE TRANSFER, COPPER, 1 INCH, OPPOSITE SIDE										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0024	SPEC. PROV.	LF	$8.220	410.000	100.000	55.300	155.300	155.300	$822.00	$1,276.57
WATER MAIN REMOVAL										
0025	SPEC. PROV.	EA	$2,210.620	1.000	0.000	3.000	3.000	3.000	$0.00	$6,631.86
VALVE, GATE, 6 INCH										
0026	SPEC. PROV.	EA	$2,923.700	4.000	0.000	6.000	6.000	6.000	$0.00	$17,542.20
VALVE, GATE, 8 INCH										
0027	SPEC. PROV.	EA	$7,946.350	5.000	0.000	6.000	6.000	6.000	$0.00	$47,678.10
FIRE HYDRANT ASSEMBLY										
0028	SPEC. PROV.	EA	$1,439.150	5.000	0.000	3.000	3.000	3.000	$0.00	$4,317.45
FLUSHING DEVICE (BLOW OFF), 4 INCH										
0029	SPEC. PROV.	EA	$727.440	5.000	2.000	2.000	4.000	4.000	$1,454.88	$2,909.76
FIRE HYDRANT ASSEMBLY REMOVAL										
0030	SPEC. PROV.	EA	$92.130	3.000	0.000	1.000	1.000	1.000	$0.00	$92.13
VALVE BOX REMOVAL										
0031	SPEC. PROV.	EA	$524.630	49.000	0.000	51.000	51.000	51.000	$0.00	$26,756.13
TAP FEE, 1", REPLACE TAP FOR WATER SERVICE										
0032	SPEC. PROV.	EA	$2,228.390	3.000	0.000	0.000	0.000	0.000	$0.00	$0.00
PREPARE EXCAVATION FOR TAPPING SLEEVE AND VALVE										
0033	6010-A	EA	$6,546.880	1.000	1.000	0.000	1.000	1.000	$6,546.88	$6,546.88
STORM MANHOLE, SW-401, 60 INCH										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0034	6010-A	EA	$8,531.000	1.000	0.000	1.000	1.000	1.000	$0.00	$8,531.00
STORM MANHOLE, SW-401, 72 INCH										
0035	6010-B	EA	$4,066.390	1.000	0.500	0.000	0.500	0.500	$2,033.20	$2,033.20
INTAKE, SW-501										
0036	6010-B	EA	$5,673.030	12.000	1.750	7.750	9.500	9.500	$9,927.81	$53,893.79
INTAKE, SW-505										
0037	6010-B	EA	$4,046.560	2.000	1.500	0.000	1.500	1.500	$6,069.84	$6,069.84
INTAKE, SW-507										
0038	6010-B	EA	$2,042.730	2.000	2.000	0.000	2.000	2.000	$4,085.46	$4,085.46
INTAKE, SW-512										
0039	6010-B	EA	$11,693.510	1.000	1.000	0.000	1.000	1.000	$11,693.51	$11,693.51
INTAKE, SW-516, MODIFIED										
0040	6010-E	EA	$2,002.560	5.000	2.000	5.000	7.000	7.000	$4,005.12	$14,017.92
SANITARY MANHOLE ADJUSTMENT, MINOR										
0041	6010-E	EA	$1,458.720	1.000	0.000	0.000	0.000	0.000	$0.00	$0.00
STORM MANHOLE ADJUSTMENT, MINOR										
0042	6010-F	EA	$3,385.790	3.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SANITARY MANHOLE ADJUSTMENT, MAJOR										
0043	6010-G	EA	$784.810	1.000	0.000	1.000	1.000	1.000	$0.00	$784.81
CONNECTION TO EXISTING MANHOLE										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0044	6010-H	EA	$889.920	9.000	0.000	5.000	5.000	5.000	$0.00	$4,449.60
REMOVE INTAKE										
0045	7010-A	SY	$57.260	6,100.000	535.900	4,026.223	4,562.123	4,562.123	$30,685.63	$261,227.16
PAVEMENT, PCC, 7 INCH										
0046	7010-A	SY	$123.170	200.000	0.000	167.000	167.000	167.000	$0.00	$20,569.39
PAVEMENT, PCC, 10 INCH										
0047	7010-999-A	LF	$1.020	12,350.000	0.000	4,831.000	4,831.000	4,831.000	$0.00	$4,927.62
JOINT PREVENTATIVE SEALANT										
0048	7010-N	SY	$5.250	1,800.000	0.000	0.000	0.000	0.000	$0.00	$0.00
COLD WEATHER PROTECTION										
0049	7030-A-1	SY	$10.200	100.000	0.000	117.700	117.700	117.700	$0.00	$1,200.54
REMOVAL OF SIDEWALK										
0050	7030-A-3	SY	$10.200	1,190.000	117.300	1,155.400	1,272.700	1,272.700	$1,196.46	$12,981.54
REMOVAL OF DRIVEWAY										
0051	7030-E	SY	$45.900	820.000	96.200	472.360	568.560	568.560	$4,415.58	$26,096.90
SIDEWALK, PCC, 4 INCH										
0052	7030-E	SY	$66.300	10.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SIDEWALK, PCC, 4 INCH, REINFORCED										
0053	7030-E	SY	$56.100	130.000	0.000	100.200	100.200	100.200	$0.00	$5,621.22
SIDEWALK, PCC, 6 INCH										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0054	7030-G	SY	$51.000	96.000	0.000	76.800	76.800	76.800	$0.00	$3,916.80
DETECTABLE WARNING										
0055	7030-H-1	SY	$59.670	1,020.000	136.100	720.080	856.180	856.180	$8,121.09	$51,088.26
DRIVEWAY, PAVED, PCC, 6 INCH										
0056	7030-H-3	TON	$45.900	50.000	0.000	11.500	11.500	11.500	$0.00	$527.85
TEMPORARY GRANULAR SURFACING, CLASS A ROAD STONE										
0057	7040-H	SY	$12.140	5,630.000	0.000	5,630.000	5,630.000	5,630.000	$0.00	$68,348.20
PAVEMENT REMOVAL										
0058	8020-C	STA	$1,785.000	2.000	0.000	2.000	2.000	2.000	$0.00	$3,570.00
PAINTED PAVEMENT MARKINGS, DURABLE										
0059	8020-M	STA	$918.000	2.000	0.000	2.000	2.000	2.000	$0.00	$1,836.00
GROOVES CUT FOR PAVEMENT MARKINGS										
0060	8030-A	LS	$13,158.000	1.000	0.100	0.600	0.700	0.700	$1,315.80	$9,210.60
TEMPORARY TRAFFIC CONTROL										
0061	8040-A	EA	$153.000	13.000	0.000	0.000	0.000	0.000	$0.00	$0.00
TRAFFIC SIGNS, TYPE A										
0062	8040-D	EA	$204.000	13.000	0.000	0.000	0.000	0.000	$0.00	$0.00
PERFORATED SQUARE STEEL TUBE POSTS										
0063	9010-D	MGAL	$71.400	93.000	0.000	0.000	0.000	0.000	$0.00	$0.00
WATERING										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0064	9020-A	SQ	$66.300	350.000	236.460	0.000	236.460	236.460	$15,677.30	$15,677.30
SOD										
0065	9030-B	EA	$408.000	2.000	0.000	0.000	0.000	0.000	$0.00	$0.00
PLANTS WITH WARRANTY, ORNAMENTAL TREE										
0066	9030-B	EA	$464.100	2.000	0.000	0.000	0.000	0.000	$0.00	$0.00
PLANTS WITH WARRANTY, DECIDUOUS TREE										
0067	9040-A-1	LS	$1,530.000	1.000	0.000	1.000	1.000	1.000	$0.00	$1,530.00
SWPPP PREPARATION										
0068	9040-A-2	LS	$3,468.000	1.000	0.050	0.700	0.750	0.750	$173.40	$2,601.00
SWPPP MANAGEMENT										
0069	9040-D-1	LF	$1.730	6,000.000	0.000	742.000	742.000	742.000	$0.00	$1,283.66
FILTER SOCK, 9 INCH										
0070	9040-O-1	SY	$10.200	300.000	0.000	242.000	242.000	242.000	$0.00	$2,468.40
STABILIZED CONSTRUCTION ENTRANCE										
0071	9040-Q-2	AC	$1,489.200	1.000	0.000	0.498	0.498	0.498	$0.00	$741.62
EROSION CONTROL MULCHING, HYDRO MULCHING										
0072	9040-T-1	EA	$102.000	31.000	0.000	12.000	12.000	12.000	$0.00	$1,224.00
INLET PROTECTION DEVICE, MAINTENCE, AND REMOVAL										
0073	9070-A	SF	$49.980	160.000	0.000	0.000	0.000	0.000	$0.00	$0.00
MODULAR BLOCK RETAINING WALL										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0074	11020-A	LS	$109,882.500	1.000	0.000	1.000	1.000	1.000	$0.00	$109,882.50
MOBILIZATION										
0075	9040-D-1	LS	$4,725.000	1.000	0.000	0.000	0.000	0.000	$0.00	$0.00
MAINTENANCE OF POSTAL SERVICE										
0076	9040-O-1	LS	$5,250.000	1.000	0.000	0.200	0.200	0.200	$0.00	$1,050.00
MAINTENANCE OF SOLID WASTE COLLECTION										
0077	9040-Q-2	LS	$3,150.000	1.000	0.000	1.000	1.000	1.000	$0.00	$3,150.00
TEMPORARY PEDESTRIAN RESIDENTIAL ACCESS										
0078	11030-A	LS	$3,672.000	1.000	0.100	0.700	0.800	0.800	$367.20	$2,937.60
CONCRETE WASHOUT										
8010	2599-9999010	LS	$2,410.320	1.000	0.000	1.000	1.000	1.000	$0.00	$2,410.32
('LUMP SUM' ITEM): Water Main Casing Pipe - School Street & 68th Street										
8020	2599-9999010	LS	$4,058.400	1.000	0.000	1.000	1.000	1.000	$0.00	$4,058.40
('LUMP SUM' ITEM): Sanitary Sewer Wye Replacement										
8030	2599-9999005	EACH	$1,904.970	1.000	0.000	1.000	1.000	1.000	$0.00	$1,904.97
('EACH' ITEM): Sump Connection with Yard Drain Box										
8050	2599-9999005	EACH	$2,154.510	1.000	1.000	0.000	1.000	1.000	$2,154.51	$2,154.51
('EACH' ITEM): MH-10, SW-406, 5'x4'										
8060	2599-9999010	LS	$3,192.390	1.000	1.000	0.000	1.000	1.000	$3,192.39	$3,192.39
('LUMP SUM' ITEM): Temporary Storm Sewer Connection (Mott Ave. & 68th St.)										
								Section Totals:	$219,483.38	$1,454,286.73

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 0002 - Alternate A - Quantities										
8040	2599-9999005	EACH	$1,529.550	1.000	1.000	0.000	1.000	1.000	$1,529.55	$1,529.55
('EACH' ITEM): MH-09 Alt A, SW-406, 6'x4'										
A1	2010-C	LS	$12,285.000	1.000	0.000	1.000	1.000	1.000	$0.00	$12,285.00
CLEARING AND GRUBBING										
A2	2010-D-1	CY	$10.200	156.000	0.000	0.000	0.000	0.000	$0.00	$0.00
TOPSOIL, ON-SITE										
A3	2010-E	CY	$15.300	309.000	0.000	309.000	309.000	309.000	$0.00	$4,727.70
EXCAVATION, CLASS 10										
A4	2010-F	CY	$20.400	102.000	0.000	0.000	0.000	0.000	$0.00	$0.00
BELOW GRADE EXCAVATION (CORE OUT)										
A5	2010-G	SY	$1.020	1,020.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SUBGRADE PREPARATION										
A6	2010-I	SY	$2.040	102.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SUBGRADE TREATMENT, GEOGRID, TYPE 2										
A7	2010-J	SY	$16.830	1,020.000	0.000	899.100	899.100	899.100	$0.00	$15,131.85
SUBBASE, MODIFIED, 8 INCHES										
A8	3010-D	CY	$81.600	30.000	0.000	0.000	0.000	0.000	$0.00	$0.00
REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
A9	4020-A-1	LF	$109.720	145.000	21.400	120.000	141.400	141.400	$2,348.01	$15,514.41
STORM SEWER, TRENCHED, 36 INCH										
A10	4020-A-1	LF	$237.760	132.000	0.000	132.000	132.000	132.000	$0.00	$31,384.32
STORM SEWER, TRENCHED, RCP, 44" X 27" ARCH										
A11	4020-D	LF	$10.060	275.000	0.000	275.000	275.000	275.000	$0.00	$2,766.50
REMOVAL OF STORM SEWER, LESS THAN 36 INCH										
A12	4040-A	LF	$13.950	524.000	0.000	514.000	514.000	514.000	$0.00	$7,170.30
SUBDRAIN, PERFORATED HDPE, 6 INCH										
A13	4040-C-1	EA	$500.960	2.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SUBDRAIN CLEANOUT, TYPE A-1, 6 INCH										
A14	4040-D-1	EA	$475.210	2.000	0.000	2.000	2.000	2.000	$0.00	$950.42
SUBDRAIN OUTLETS AND CONNECTIONS, CMP, 6 INCH										
A15	SPEC. PROV.	LF	$36.260	260.000	0.000	267.000	267.000	267.000	$0.00	$9,681.42
WATER MAIN, TRENCHED, PVC C900 (DR 18), 8 INCH WITH TRACER WIRE										
A16	SPEC. PROV.	LB	$9.640	76.000	0.000	138.000	138.000	138.000	$0.00	$1,330.32
FITTING BY WEIGHT, DUCTILE IRON										
A17	SPEC. PROV.	LF	$8.250	40.000	0.000	0.000	0.000	0.000	$0.00	$0.00
WATER MAIN REMOVAL										
A18	6010-A	EA	$8,088.270	1.000	0.750	0.250	1.000	1.000	$6,066.20	$8,088.27
STORM MANHOLE, SW-401, 72 INCH										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
A19	6010-B	EA	$12,150.330	1.000	0.000	0.750	0.750	0.750	$0.00	$9,112.75
INTAKE, SW-516, MODIFIED										
A20	6010-E	EA	$1,261.680	2.000	0.000	0.000	0.000	0.000	$0.00	$0.00
INTAKE ADJUSTMENT, MINOR										
A21	6010-H	EA	$917.530	1.000	0.000	1.000	1.000	1.000	$0.00	$917.53
REMOVE INTAKE										
A22	7010-A	SY	$57.260	800.000	632.400	152.500	784.900	784.900	$36,211.22	$44,943.37
PAVEMENT, PCC, 7 INCH										
A23	7010-999-A	LF	$1.020	1,804.000	0.000	0.000	0.000	0.000	$0.00	$0.00
JOINT PREVENTATIVE SEALANT										
A24	7030-A-1	SY	$10.200	10.000	0.000	0.000	0.000	0.000	$0.00	$0.00
REMOVAL OF SIDEWALK										
A25	7030-A-3	SY	$10.200	110.000	106.000	50.400	156.400	156.400	$1,081.20	$1,595.28
REMOVAL OF DRIVEWAY										
A26	7030-E	SY	$45.900	150.000	115.800	0.000	115.800	115.800	$5,315.22	$5,315.22
SIDEWALK, PCC, 4 INCH										
A27	7030-E	SY	$56.100	10.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SIDEWALK, PCC, 6 INCH										
A28	7030-G	SF	$51.000	20.000	0.000	0.000	0.000	0.000	$0.00	$0.00
DETECTABLE WARNING										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
A29	7030-H-1	SY	$61.200	110.000	130.200	0.000	130.200	130.200	$7,968.24	$7,968.24
DRIVEWAY, PAVED, PCC, 6 INCH										
A30	7030-H-3	TON	$45.900	50.000	0.000	0.000	0.000	0.000	$0.00	$0.00
TEMPORARY GRANULAR SURFACING, CLASS A ROAD STONE										
A31	7040-H	SY	$10.200	770.000	0.000	811.900	811.900	811.900	$0.00	$8,281.38
PAVEMENT REMOVAL										
A32	8040-A	EA	$459.000	3.000	0.000	0.000	0.000	0.000	$0.00	$0.00
TRAFFIC SIGNS, TYPE A										
A33	8040-D	EA	$408.000	2.000	0.000	0.000	0.000	0.000	$0.00	$0.00
PERFORATED SQUARE STEEL TUBE POSTS										
A34	9010-D	MGAL	$71.400	14.000	0.000	0.000	0.000	0.000	$0.00	$0.00
WATERING										
A35	9020-A	SQ	$66.300	50.000	0.000	0.000	0.000	0.000	$0.00	$0.00
SOD										
A36	9040-D-1	LF	$1.730	840.000	0.000	0.000	0.000	0.000	$0.00	$0.00
FILTER SOCK, 9 INCH										
A37	9040-T-1	EA	$122.400	4.000	0.000	0.000	0.000	0.000	$0.00	$0.00
INLET PROTECTION DEVICE, MAINTENCE, AND REMOVAL										
A38	9060-D	LF	$57.750	80.000	0.000	30.000	30.000	30.000	$0.00	$1,732.50
REMOVAL AND REINSTALLATION OF EXISTING FENCE, CHAIN LINK FENCE, RESIDENTIAL										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
A39	11040-A	LS	$1,890.000	1.000	0.000	0.000	0.000	0.000	$0.00	$0.00
TEMPORARY PEDESTRIAN RESIDENTIAL ACCESS										
A40	11050-A	LS	$3,672.000	1.000	0.750	0.250	1.000	1.000	$2,754.00	$3,672.00
CONCRETE WASHOUT										
								Section Totals:	$63,273.64	$194,098.33
								Total Payments:	$282,757.02	$1,648,385.06

Time Charges

Time Limit	Original Deadline	Authorized Deadline	Charges This Period	Damages This Period	Days Completed To Date	Days Remaining To Date	Damages To Date
Final Completion - Liquidated Damages $500/Day	05/29/2026	05/29/2026	N/A	$0.00	N/A	149.0 Days	$0.00
Substantial Completion - Liquidated Damages $500/Day	11/21/2025	11/21/2025	N/A	$0.00	N/A	-40.0 Days	$0.00
						Total Damages:	$0.00

Summary

Current Approved Work:	$282,757.02	**Approved Work To Date:**	$1,648,385.06
Current Stockpile Advancement:	$0.00	**Stockpile Advancement To Date:**	$0.00
Current Stockpile Recovery:	$0.00	**Stockpile Recovery To Date:**	$0.00
Current Retainage:	$14,137.85	**Retainage To Date:**	$82,419.25
Current Retainage Released:	$0.00	**Retainage Released To Date:**	$0.00
Current Liquidated Damages:	$0.00	**Liquidated Damages To Date:**	$0.00
Current Adjustment:	$0.00	**Adjustments To Date:**	$0.00
Current Payment:	$268,619.17	**Payments To Date:**	$1,565,965.81
Previous Payment:	$147,818.27	**Previous Payments To Date:**	$1,297,346.64

SIGNATURE LINE FOR PAYMENT REPORTS

ENGINEER'S CERTIFICATION:

In accordance with the Contract Documents, based on on-site observations and the data comprising this Payment Application, the Construction Project Manager certifies to the City of Windsor Heights that to the best of the Construction Project Manager's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and Contractor is entitled to payment of Amount Certified.

AMOUNT CERTIFIED: $ 268,619.17

By: Date: 1.15.26

CONTRACTOR'S CERTIFICATION:

Contractor certifies that to the best of Contractor's knowledge, information and belief, the Work covered by this Payment Application has been completed in accordance with the Contract Documents, that all amounts have been paid by Contractor for Work for which payments were issued and payments received from the City of Windsor Heights, and that the current payment applied herein is now due.

By: Chandra Shekar Digitally signed by Chandra Shekar Date: 2026.01.15 14:04:05 -06'00' Date: 01/15/2026

CITY OF WINDSOR HEIGHTS REVIEW / APPROVAL:

By: _____ Date: _____

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Plagge, City Administrator

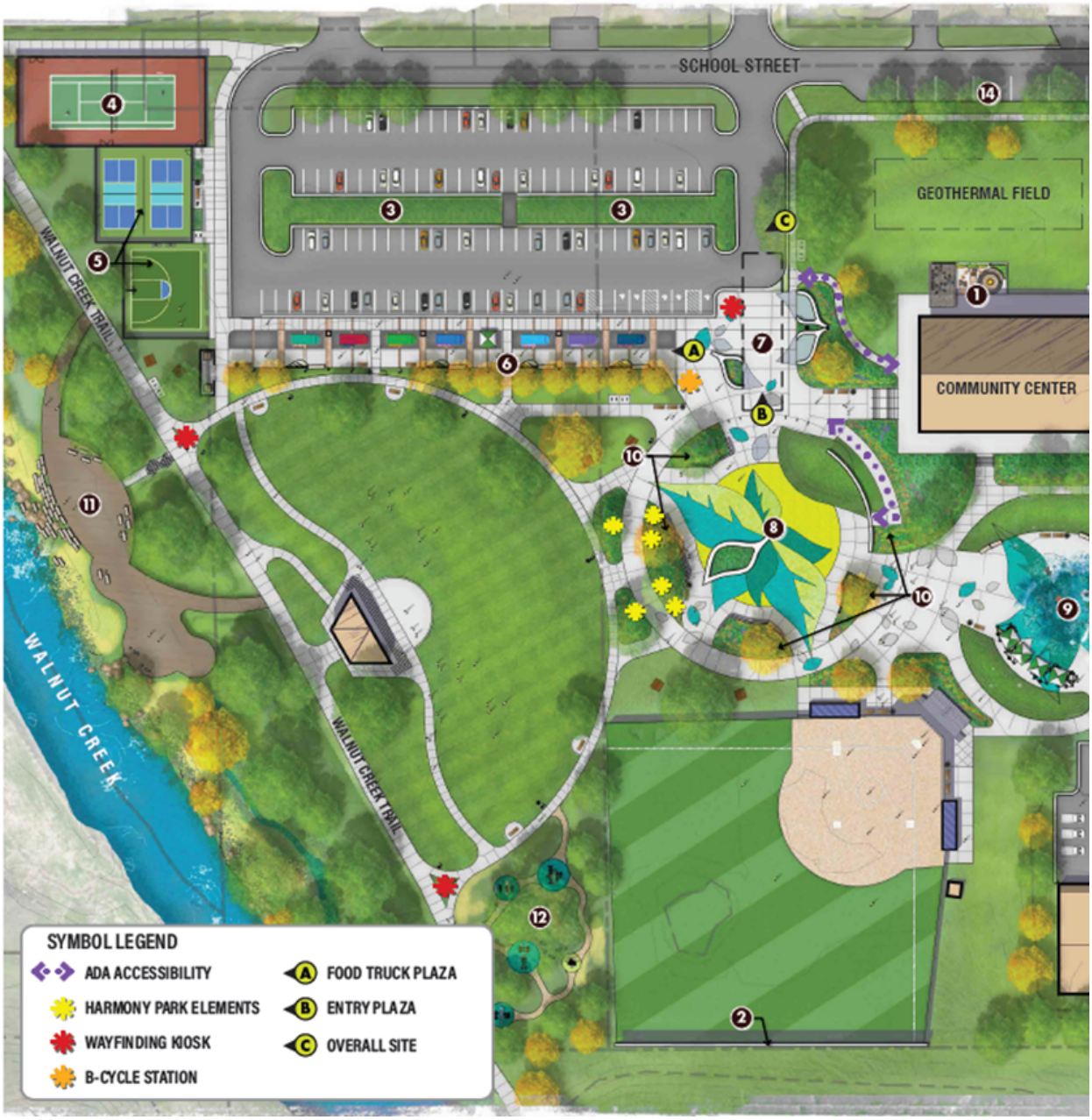
SUBJECT: Discuss Colby Park Master Plan Next Steps

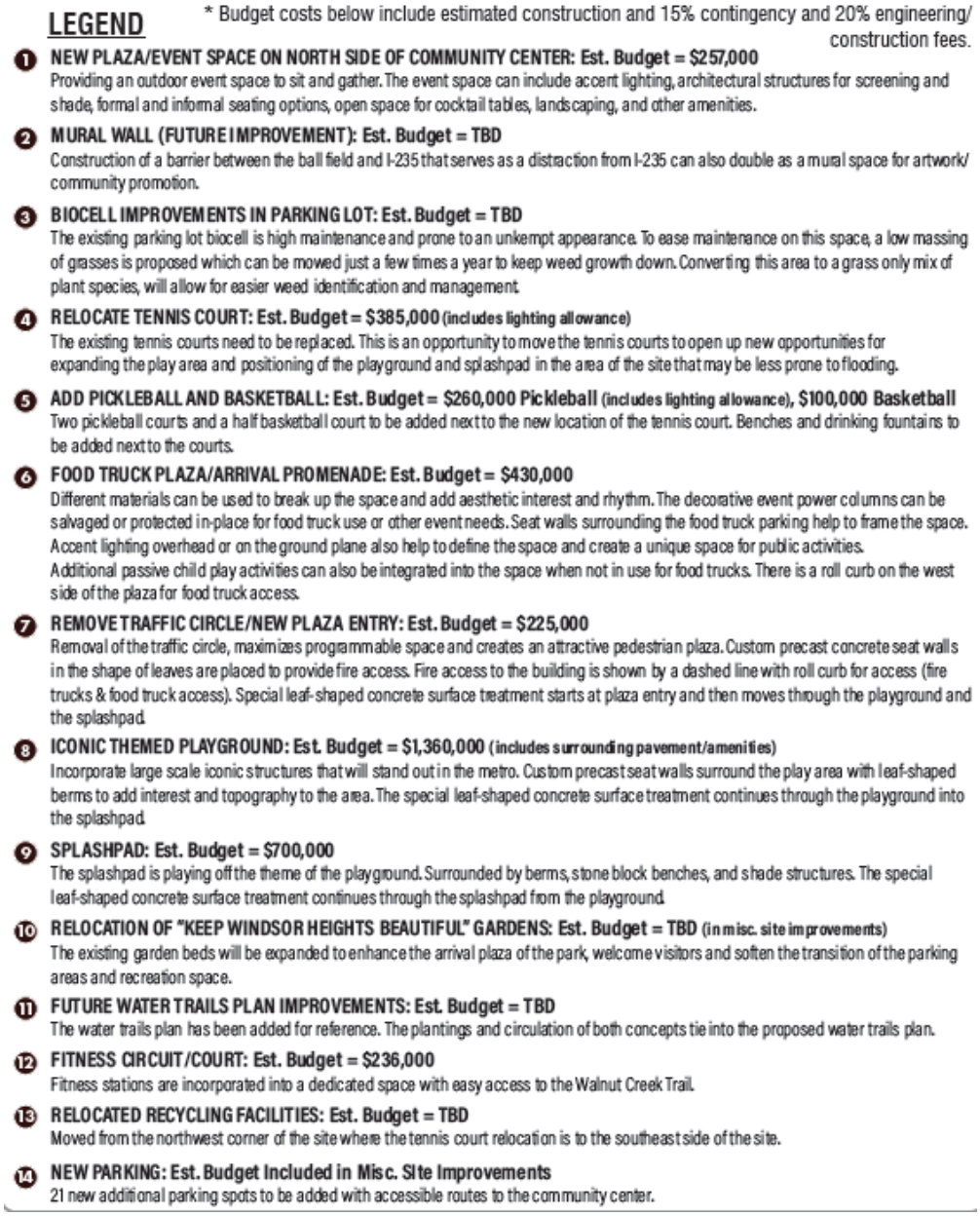
GENERAL INFORMATION

In 2020, the City completed a Park Master Plan to guide the City in maintaining and enhancing existing parks and recreational resources while also promoting new possibilities and amenities. Follow-up work resulted in the overall park concept plan below.

OVERALL CONCEPT PLAN

SEPTEMBER, 2022 | COLBY PARK

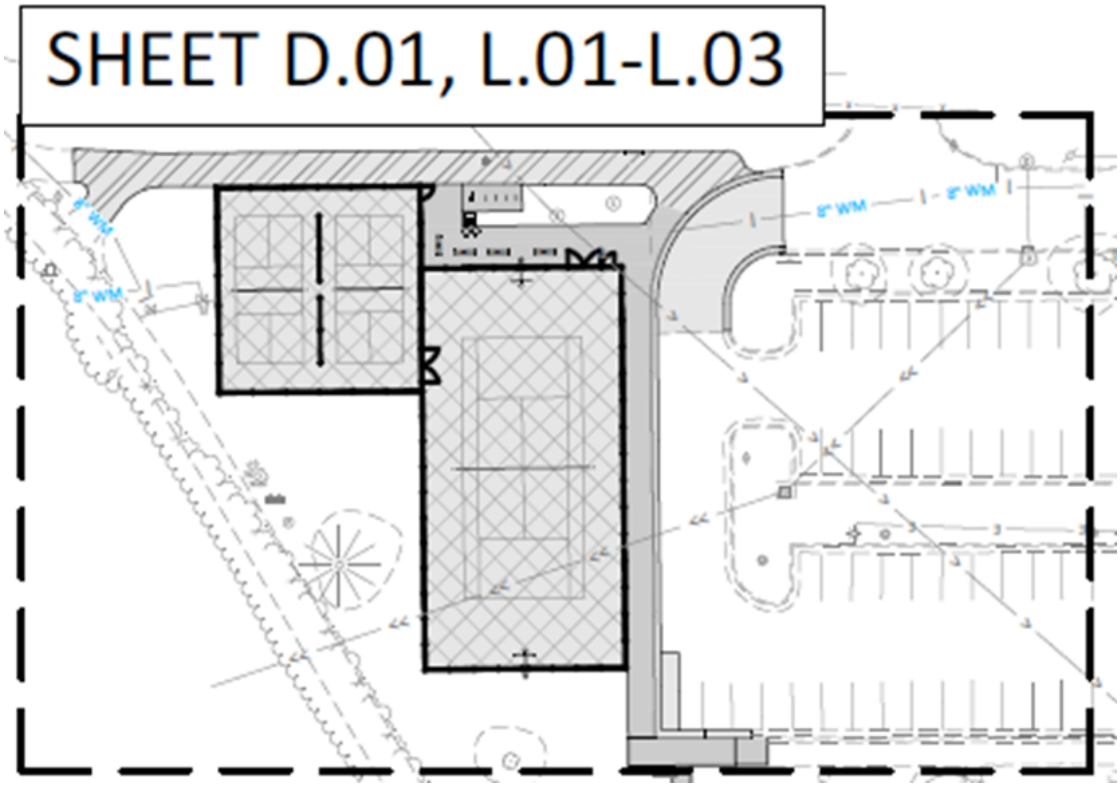




To date, the splashpad (9,14), playground (7, 8,10) and food truck plaza (6) have been completed in addition to the creation of some additional parking and improvements around the community center (14). The bio-cell improvements (3) have been partially completed alongside the new parking lot bridge and are anticipated to be completed alongside the parking lot reconstruction. Construction of the revised water access (11) gets underway in early 2026. Note: A League of Cities Community All Star Award application is in the process of being submitted in relation to these recent Colby Park Improvements.

Outstanding conceptual items include the previously engineered pickleball, tennis and basketball court (4,5,13) improvements, which include the recycling station relocation (13). These items had $900,000 engineers estimate and were previously bid in April 2023 with a rejected single responsive bid of $1,355,852 in part due to a poor bid climate and proposed use of the more

durable post tension concrete. The bid included removal of the old tennis courts and some electrical and paving work that have all now been completed as part of the 2024-2025 park improvements.



The Finance Committee recommends prioritizing construction of the pickleball, basketball, and tennis court components as the next phase of park amenity improvements. This work has recently been revised to a proposed 2030 construction timeline in the draft Capital Improvement Program (CIP).

The Colby Park parking lot was previously included in the CIP for a 2028 surface overlay; however, recent boring samples indicate that full reconstruction of the 20-year-old 8" asphalt parking lot incorporating geogrid with a gravel subbase is warranted. Engineering staff have also confirmed that upsizing the stormwater infrastructure along School Street west of 69th Street is necessary to adequately support the upstream storm sewer system. As a result, these two infrastructure projects are now proposed to be consolidated with the pickleball and tennis court improvements as a single project in 2030. To maintain partial parking access during construction, the parking lot reconstruction would likely be completed in two sequential phases within 2030.

Additional conceptual improvements identified in the Park Master Plan include an undesigned plaza or event space north of the CEC (1), an undesigned fitness circuit (12) located within the prairie restoration area west of the ballfield, and an undesigned mural wall (2) along the south side of the baseball diamond. None of these improvements are currently scheduled in the CIP.

Other Parks

The Master Plan evaluated the dog park and recommended updating existing obstacles and replacing the fencing. These improvements were completed during 2023–2024. The Plan also recommended establishing a membership program for the dog park; however, this has not been implemented.

The Master Plan further recommended enhancing amenities and expanding the functional use of Lions Park, along with dedicating parking for park users and installing wayfinding signage. To date, no physical improvements have been made at Lions Park beyond preliminary brainstorming of potential enhancements. Available space and existing topographical constraints limit feasible improvement options.

Additionally, the Master Plan identified gaps in residents' proximity to park space, particularly in the northern portion of Windsor Heights. With approximately 2.2 acres of parkland per 1,000 residents, recreational space within the City of Windsor Heights is relatively limited, although additional park facilities are available in adjacent communities.

FIGURE 14: RESIDENTS PER PARK

	All Agencies	Less Than 20,000	Windsor Heights
Median	2,381	1,300	1,633
Lower Quartile	1,316	908	
Upper Quartile	4,140	3,140	

FIGURE 15: PARK ACRES PER 1,000 RESIDENTS

	All Agencies	Less Than 20,000	Windsor Heights
Median	9.9	12.0	2.2
Lower Quartile	5.1	5.2	
Upper Quartile	17.1	20.8	

ATTACHMENTS

None

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Plagge, City Administrator
Rachelle Swisher, Finance Director

SUBJECT: Discuss Draft Capital Improvement Plan (CIP) and Equipment Replacement Plan (ERP)

GENERAL INFORMATION

There are some substantial adjustments proposed to the CIP this year. These proposed adjustments are primarily a result of updated cost information for projects based on recent bids, the receipt of the historical DMWW water break information, recently provided information on where undersized 4" watermains are within the City and the MPO updated PCI scores. Proposed changes also consolidate smaller pcc and mill and overlay projects into the same construction year, to the extent these projects won't interfere with each other, allowing for combined bidding and potential cost savings. In summary, the CIP continues to aggressively schedule road reconstructions as finances allow, while also completing overlays and pcc repairs to sustain safe driving conditions where full reconstruction is not affordable or neccessary.

All costs are projections and subject to further engineering estimates and bid climate. Revenues projections are subject to policy changes and receipt of potential grants.

Staff has reviewed estimated costs and revenues up to the anticipated ~FY29 bond and believe the proposed projects through 2030, and to the extent forecasting allows, beyond 2030 are reasonably achievable. Debt capacity, capped at 5% of total assessed value, does become a constraint for CIP projects between 2030-2035, if no additional grant funds are obtained for 73rd St. south reconstruction and the 73rd St. project cost remains an estimated $19 million, though there are initiatives or growth potential that could reduce this constraint. A substantial debt levy increase to pay for 73rd St. south reconstruction is not anticipated, as this being a commercial corridor is planned to be primarily a TIF funded project, though this debt will count against the city's debt capacity unless a TIF revenue bond is utilized. A 2029 debt issuance to partially pay for Marilyn Drive, and Del Matro improvements is anticipated.

A list of substantive proposed CIP changes with a corresponding rationale are noted below. Projects not listed below remain unchanged in the attached CIP.

Reconstructions

1. Change the 2029 $2.4 million 64th St. reconstruction (Forest Ct. to Sunset Terrace) to a 2028 $1 million 64th St. mill and overlay (University Ave. to College Ave.).

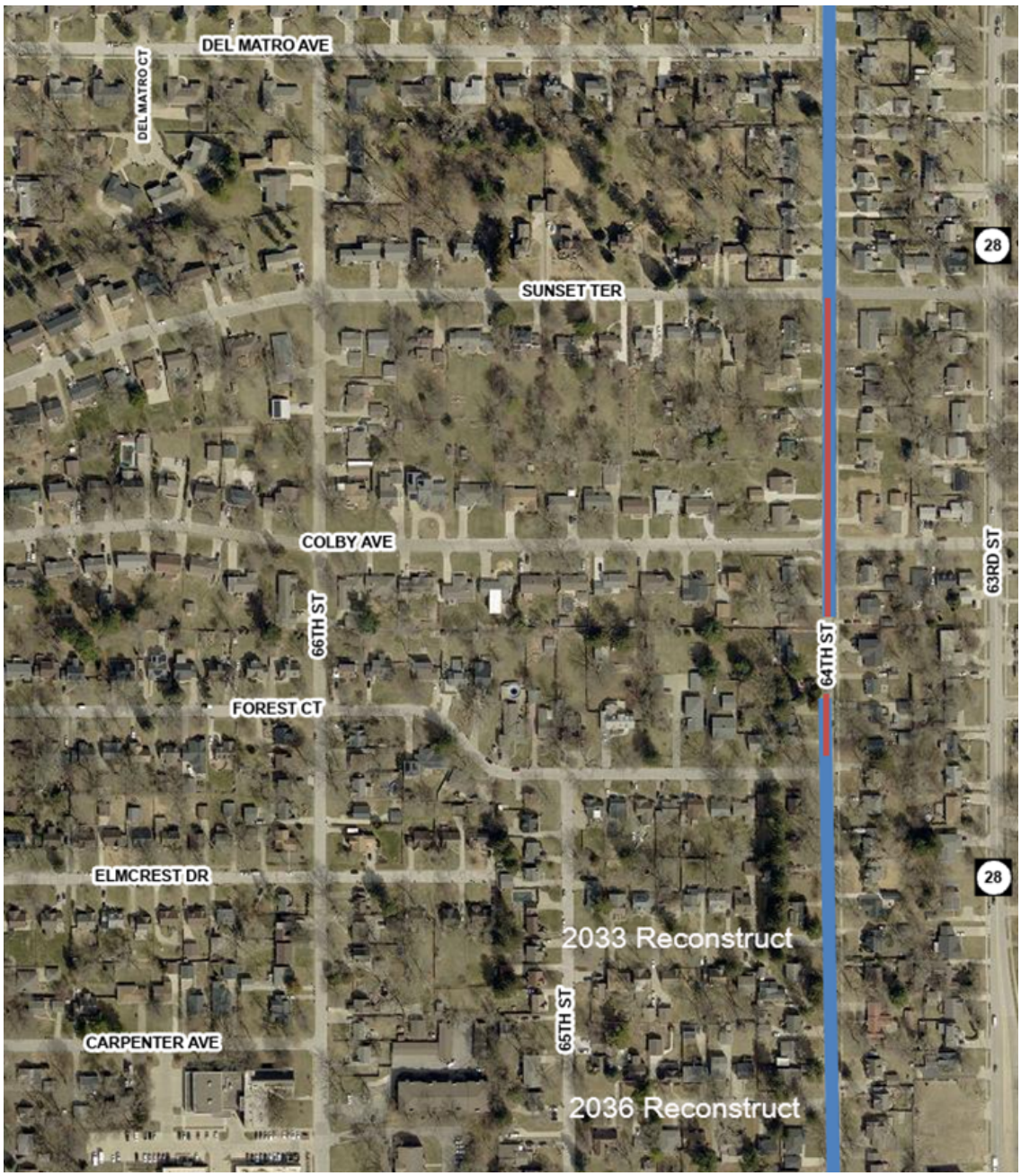
The entirety of 64th north of University Ave. is in poor condition and will likely need to be substantially addressed in some fashion prior being able to undertake reconstruction of 64th St., north of University Ave. in its entirety. Similar to the recently overlayed portion of Forest Ct., the subgrade appears to be in poor condition and an overlay is not the ideal solution, but it is the most affordable option given financial constraints. There are also several additional factors that would suggest a mill and overlay of 64thSt. is an appropriate course of action.

- 64th St. is a low priority for reconstructing water main as the current main is sufficient in size and there are minimal historical breaks.
- Sidewalk was installed on 64th St. in 2018 and reconstruction of 64th St. would likely require removal and replacement of this newer sidewalk.
- Removal of the appropriately ten large 64th St. ROW ash trees the city has been treating south of Forest Ct. would be necessary during reconstruction of this section of 64th St.

- A storm sewer connection onto 64th St. can be more readily constructed as part of the planned reconstruction of the adjoining Carpenter or Elmcrest Drive which will create a storm sewer connection from 65th.

As such, a less expensive and disruptive mid-term solution to address the deteriorating 64th St. road surface conditions along the entire section between College Ave. and University Ave is a mill and overlay project. This is expected to provide 10-15 years of good-fair condition for the road.

An overlay can be completed during the summer, which would negate the substantial impact the multi-phase 64th St. reconstruction would have on Cowles Elementary traffic.



Overlay area shown in blue, previously proposed reconstruction project shown in red.

2. Advance Elmcrest Dr. reconstruction from TBD to 2033.
3. Revise Carpenter reconstruction (64^{th}-65^{th}) from 2034 to 2036.
4. Create a 66^{th} St. reconstruction project between University Ave to just north of the alley for 2036. This small section of 66^{th} St. serves a dozen businesses and has experienced approximately a dozen water main breaks. It appears to be experiencing a storm sewer deterioration contributing to the very poor pavement quality and the curbline needs to be widened at University Ave. This would be a small reconstruction project with scope requiring further refinement in the coming years.

Mill & Overlays

1. Advance Mott Ave (64th to 65th) from 2028 to 2027.
2. Advance 77th St. (Marilyn to College) from 2028 to 2027.
3. Creation of 64th St. (College to University) 2028 project per above section.
4. Creation of Del Matro Ave. East (64thto west of 68th St.) 2029 project.
    a. This project would upsize existing 4" watermain necessitating removal of south curb area, bore new water services to homes and then mill and overlay the entire street. The project would be partially funded from the DMWW capital improvement fund which currently maintains a high balance in part due to utilization of TIF for 73rd and 68th St. Definitive timing may be subject to receipt of BUILD funds and debt capacity.
5. Creation of Del Matro Ave. West (68th to east of 73rd) 2030 project.
    a. This project would upsize existing 4" watermain necessitating removal of south curb area, bore new services to homes and then mill and overlay the entire street. Definitive timing may be subject to receipt of BUILD funds and debt capacity.
6. Creation of Lincoln Ave. 2032 project & sync with existing Luin Lane 2032 project
    a. This street has been determined to be a good overlay project due to minimal water main issues and existing pcc condition.
7. Advance 75th St. (Wilshire to College) from 2036 to 2034.
8. Creation of University Ave. (69th – 63rd) mill and overlay for 2035. This is the portion of University Ave. that is asphalt (2020). The date is expected to be adjusted based on future conditions but is generally anticipated to become necessary around this timeframe.

Pavement Preservation Projects

1. Delay 66th St. (Forest to Del Matro) from 2027 to 2030 to sync with Wilshire Blvd. preservation project.
2. Removal of 70th St. crack sealing from CIP. This will be completed in-house by PW within the PW operational budget. PW also plans to crack seal and restripe 73rd St. south in-house.
3. Creation of University Ave. sealing and striping project for 2030. Sealing and striping of University Ave. were completed in 2025, and a five-year cycle is estimated to be necessary for preservation.
4. Creation of 70th St. pcc patching and intersection radius improvements for 2031.
5. Creation of School St. pcc repair and radius improvements 2033.
6. Creation of Hunter Circle pcc patching project for 2033-2034.
7. Staff is currently discussing how to best utilize the surface-rail grant to improve the 73rd St. rail crossing and whether this can be completed in advance of or as part of the 73rd St. south reconstruction project. Progress is subject to participation by Norwalk Southern,

Union Pacific and/or Iowa Interstate Railroad. Requests have been submitted to Norwalk Southern to make emergency repairs to the crossing at the present as the condition has deteriorated further this winter.

Storm Water Projects

1. 2024-2025 televising of the storm sewer system has confirmed storm sewer upsizing is necessary between School St. west of 69th St. to Walnut Creek to expand capacity for upstream storm sewer. This upsizing is proposed to be consolidated into a 2030 Colby Park parking lot reconstruction and pickleball/tennis court construction project.

Park and Trails Projects

1. Consolidate construction of the pickleball/tennis court into 2030 alongside stormwater upsizing and parking lot reconstruction.
2. Recently taken core samples of the parking lot strongly recommend reconstruction of the parking lot, instead of a mill and overlay. Reconsturciton will add geogrid and an appropriate gravel base to the parking lot which is currently 8" asphalt on wet soil. This project is recommended to be consolidated into the aforementioned 2030 park projects.

Facilities

1. Public Safety Remodel project moved from TBD to 2028 to sync with the completion of the FD Services study. $1 million is currently set-aside for this TBD project scope. Recommended components will likely include, at a minimum, a roof replacement (2000) which has reached the end of its useful life, partial HVAC replacement, portions of floor replacement, and some reconfiguration to increase usability based on long-term staffing plans.

Attachments:
1. Draft ERP
2. Draft CIP

A visual representation of the upcoming five-year projects is also anticipated to be available at the City Council meeting.

Calendar Year	**Upcoming CIP Projects**				
2026	73rd St. North Reconstruction Completion	68th St. Reconstruction Completion	74th St. Reconstruction	Water Trails Access Point in Colby Park	Mural Installation
2027	65th St. Storm Sewer Addition	Mott Ave Mill and Overlay (64th to 65th)	77th St. Mill and Overlay	Potential Start Public Safety	

				Building Remodel	
2028	67th St. Reconstruction	64th St. Overlay	Complete Public Safety Remodel		
2029	Del Matro East DMWW and Overlay	North Walnut Creek Streambank Stabilization - Project 2	Wilshire PCC Patching	66th St. PCC Patching	
2030	Marilyn Dr. Reconstruction	Del Matro West DMWW and Overlay	University Ave Seal/Stripe	73rd St. South Reconstruction (Potential Start)	Colby Park Parking Lot, Storm Water Upsizing and Tennis/Pickleball

ATTACHMENTS

1. DRAFT FY2027 CIP
2. ERP Updated 1.13.26 FY27 DRAFT

DRAFT WINDSOR HEIGHTS 10 YEAR CIP (FY26-36)

1/15/2026

Project Type	Project Name	PCI Rating	Project Description	Project Reasoning	Planned Construction Year Projects may start/end on adjoining Fiscal Year	Funding Source Estimates						Total Estimated Cost	External Funding Sources	Source/Date Information
						Storm Water Funding Source	Storm Water	Water Funding Source	Water	City (GF, TIF, RUT)	Funding Source			
Reconstruction	74th Street	Very Poor	74th St Wishire to College. Full depth removal and replacement of the road, replacement of significant storm sewer and subdrains, sanitary sewer spot repairs.	DMWW high priority due to main breaks and need to update main size. Several intakes in need of reconstruciton causing undermining to road. Overlay insufficient.	2026	Stormwater	$750,000	DMWW	$470,000	$2,244,000	Cash/LOST/ 2024 Bond	$3,500,000		Excel Tab 2025
	67th Street	Poor	School St to University Ave. Storm sewer installation, sanitary spot repairs, pedestrian connection to School St and Colby Park.	DMWW upgrade main from 6" to 8". Poor Pavement Conditions as noted on the PCI. Incorporate recommendations of the Stormwater Management Plan -> portions of Figure #12.	2028	Stormwater	$500,000	DMWW	$400,000	$2,660,000	Cash/LOST	$3,600,000		Excel Tab 2025
	76th Street and Marilyn Drive.	Fair*	76th St. and Marilyn from College to City Limits. Includes sanitary sewer spot repairs, watermain replacement and replacement of storm water and sub-drains.	Higher volume traffic with poor pavement conditions particularly along curb and intersections. Several intakes on flat spots in need or rebuilding that have caused undermining to road.	2030	Stormwater	$430,000	DMWW	$420,000	$2,610,000	Cash/2029 Bond	$3,500,000		Excel Tab 2025
	73rd Street - (South of University)	Poor-Very Poor	University to Center Street. Includes potential reallignment of 73rd St to accommodate pedestrian facilities between Buffalo Road and Center Street, storm sewer improvements, sanitary sewer point repairs. Grant Dependent Signalization Upgrades and potential Ped. Bridge	Poor Pavement Conditions as noted on the PCI. Improve walkability through the corridor. Signal upgrades.	2030-2031	RAISE/TIF	$1,900,000	DMWW	$0	$16,300,000	Future Bond (TIF)	$19,000,000	STBG: $2.7 STBG RAISE Applied	Excel Tab 2020
	Washington Ave. 70th-73rd St.	Poor	Reconstruction of Washington Ave between 73rd and 70th. Installation of sidewalk and storm sewer to 70th.	Poor pavement conditions noted in PCI.	2032	Stormwater	$300,000	DMWW	$266,900	$1,997,100	TBD	$2,600,000		Excel Tab 2025
	Elmcrest Dr - (64th-65th)	Poor	64th Street to 65th Street. Full depth removal and replacement of the road, installation of some storm sewer and subdrains, sanitary sewer spot repairs.	Poor pavement conditions. 4" watermain. No stormsewer or sidewalk.	2033	Stormwater	$250,000	DMWW	$16,068	$733,932	TBD	$1,000,000		Excel Tab 2026
	Carpenter Avenue	Poor-Fair	64th Street to 65th Street. Full depth removal and replacement. Installation of some storm sewer and subdrains & at 64th. Sanitary sewer spot repairs.	Poor pavement conditions. 4" watermain with multiple breaks. No storm sewer or sidewalk.	2036	Stormwater	$260,000	DMWW	$16,000	$854,000	TBD	$1,130,000		Excel Tab 2025

Reconstruction	66th St. North of University	Poor	Reconstruct watermain, stormsewer and road between Univesrity Ave. and immidately north of alley.	High number of watermain breaks, problematic stormsewer crossing and roadway quilt.	2036	Stormwater	$90,000	DMWW	$56,000	$454,000	TBD	$600,000		Needs Update
	Reite	Very Poor	Priority 70th to 73rd. Further review post 73rd St. reconstruction.	Poor pavement conditions with 4" watermain and high number of main breaks.	Unscheduled	Stormwater	$250,000	DMWW	$250,000	$1,500,000	TBD	$2,000,000		Needs Update
	Elmcrest Dr - (66th-68th)	Fair	66th St to 68th St. Full depth removal and replacement of the road, installation of some storm sewer and subdrains, sanitary sewer spot repairs.	Poor pavement conditions with 4" watermain.	Unscheduled	Stormwater	$62,521	DMWW	$10,712	$971,547	TBD	$1,200,000		Excel Tab 2020
	Elmcrest Dr - (66th to dead-end)	Poor	66th Street east to the dead end. Full depth removal and replacement of the road and sanitary sewer spot repairs.	Poor pavement conditions with 4" watermain.	Unscheduled	Stormwater	$15,600	DMWW	$16,068	$620,678	TBD	$700,000		Excel Tab 2020
	64th St. (South of University)	Poor	South of University to Lamar Place	Pavement conditions as noted on the PCI.	Unscheduled	Stormwater	$550,000	DMWW	$500,000	$3,170,000	TBD	$4,220,000		Excel Tab 2024
	Timmons Ave	Poor	66th St to 68th St	Pavement conditions as noted on the PCI.	Unscheduled	Stormwater	$60,000	DMWW	$95,500	$724,500	TBD	$880,000		Excel Tab 2024
	79th St.	Poor	79th St Between College Drive and Marilyn Drive	Pavement conditions as noted on the PCI.	Unscheduled	Stormwater	$217,300	DMWW	$221,700	$1,751,000	TBD	$2,190,000		Excel Tab 2024

Project Type	Project Name		Project Description	Project Reasoning	Planned Construction Year	Storm Water Funding Source	Storm Water	Water Funding Source	Water	City (GF, TIF, RUT)	Funding Source	Total Estimated Cost	External Funding Sources	Source Information
Overlay	Mott Ave Mill and Overlay (64th to 65th)	Poor	64th to 65th Street. Mill off the existing road surface and overlay with a 2" asphalt cap. Full depth patches would be completed as needed.	Core drilled 2025. Poor pavement and subsurface. Will require future reconstruction.	2027					$200,000	RUT/LOST	$200,000		Excel 2025
	77th St. (Marilyn to College)	Poor	77th Street from Marilyn Drive to College Drive. Mill and overlay the roadway.	Core drilled 2025. Poor pavement and subsurface. Will require future reconstruction.	2027					$360,000	RUT/LOST	$360,000		Excel 2025
	64th St. (College to University)	Poor	Mill and Overlay	Noted PCI Score	2028					$1,000,000	RUT/LOST	$1,000,000		
	Del Matro Ave. East	Fair	Replace water main between 64th to west of 68th St. Including Del Matro Ct. Watermain will move to the south side of the street. The south curbline of street replaced and entire road overlayed.	Watermain upsizing from 4".	2029 (Tentative)			DMWW	$800,000	$1,400,000	2029 Bond Subject to Capacity	$2,200,000		Excel 2025
	Del Matro Ave. West	Fair	Replace water main between 68th to east of 73rd St. See above.	Watermain upsizing from 4".	2030 (Tentative)			DMWW	$820,000	$1,280,000	RUT/LOST	$2,100,000		Excel 2025
	Luin Lane	Poor	Entirety of Luin Lane between both ends of College Drive. Mill and overlay the roadway.	Pavement conditions as noted on the PCI. Roads be rerevaluated for full reconstruction as construction date approaches.	2032					$340,000	RUT/LOST	$340,000		Excel 2025
	Lincoln Ave.	Fair	Mill and Overlay. Minimum watermain issues.		2032					$530,000	RUT/LOST	$530,000		Excel 2025
	75th St. (Wilshire to College)	Poor	75th St from Wilshire Blvd to College Drive. Mill and overlay the roadway.		2034					$590,000	RUT/LOST	$590,000		Excel 2025
	University Ave 69th to 63rd	Good	Mill and Overlay		2035					TBD	TIF	$700,000		(Needs update)
	Colby Ave Mill and Overlay (east of 70th to 73rd)	Poor	70th to 73rd St. Mill off the existing road surface and overlay with a 2"		Unscheduled					$530,000		$530,000		Excel 2025
	Plaza Circle Full Depth Asphalt	Fair	Plaza Circle south of College Drive to the dead end. Reconstruction		Unscheduled					$700,000		$700,000		Excel Tab 2024
	Plaza Hills Overlays - Phase 7+	Fair-Poor	78th St and 80th St between College Drive and Marilyn Drive. 80th Circle north of College Drive. Mill and		Unscheduled					$1,545,000		$1,545,000		Needs Update.
	68th St. (North of University)	Fair-Good	Mill and Overlay.		Unscheduled									Needs Update.

Project Type	Project Name		Project Description	Project Reasoning	Planned Construction Year	Storm Water Funding Source	Storm Water	Water Funding Source	Water	City (GF, TIF, RUT)	Funding Source	Total Estimated Cost	External Funding Sources	Source Information
Pavement Preservation	Residential Street Cracksealing		Cracksealing of ashpalt residential roads & 70th completed in-house.	Maintenance	Ongoing					TBD	RUT			
	66th Street (Forest to Del Matro)	Fair	Joint sealing & patching of 66th Street from Forest Court to Del Matro.		2030					$250,000	RUT/LOST	$250,000		(Needs update)
	Wilshire Blvd	Fair	PCC patching. Primary focus immediately west of 70th St. and immediately west of 73rd.	A previous project completed a portion of this patching.	2030					$250,000	RUT/LOST	$250,000		
	University Ave Sealing	Good	Sealing along asphalted portions of University Ave to extend life of road	Anticipated 5 year cycle.	2030					$80,000	TIF	$120,000		2025 Costs
	University Ave Striping	Good	Pavement striping within corporate limits	Anticipated 5 year cycle.	2030					$80,000	TIF	$120,000		2025 Costs
	70th St. PCC Patching and Intersection Improvements	Good	Misc PCC Patching and El Rancho, Bellaire, Sunrise and Franklin intersections.		2031					$700,000	RUT/LOST	$500,000		Excel 2025
	School Intersection improvements.	Fair	Radius increase & pcc repairs.	64th and 65th intersections. Insufficent radii and non-compliant sidewalk.	2033					$160,000	RUT/LOST	$160,000		Excel 2025
	Hunter Circle PCC Patching	Fair-Poor	Misc PCC Patching	Repair portions of pcc that have deteriorated.	2033					$250,000	RUT/LOST	$250,000		
	73rd Rail Crossing	Very Poor	DOT Surface Rail Grant	Rail Crossing deterioration. Subject to action by railroad.	TBD					TBD	TBD	TBD	DOT Surface/Rail Grant	

	Project Name		Project Description	Project Reasoning	Planned Construction Year	Storm Water Funding Source	Storm Water	Water Funding Source	Water	City (GF, TIF, RUT)	Funding Source	Total Estimated Cost	External Funding Sources	Source Information
Stormwater	Storm Sewer Televising		Televise final section of City storm sewer	System maintenance	2026	Stormwater Fund	$50,000					$50,000		
	65th St. Storm Sewer Addition		Connection from The Windsor, 65th St. and Public Safety Building storm sewer	Alleviate historical flooding issues and address lack of storm sewer on st.	2027	Stormwater Fund	$200,000					$200,000	(Excel 2025)	
	Colby Park Storm Sewer		Installation of 48" storm sewer from School Street west of 69th St.	Upsizing needed to serve upstream storm sewer system.	2030	Stormwater Fund/TIF	$370,000					$370,000		
	Washington Ave, 70th St, and Northwest Drive Storm Sewer Improvements		Installation of storm sewer along Northwest Drive, 69th St, Washington Ave, and 70th Street in order to increase carrying capacity. Can be split into two phases as needed.	Stormwater Management Plan, Figure #2	2033	Stormwater Fund	$1,500,000					$1,500,000		
	Colby Avenue and Forest Court Storm Sewer Improvements		Increase size and install new storm sewer on Forest Ct from 68th St to 73rd St. Install storm sewer at the intersection of 70th St. and Colby Ave.	Stormwater Management Plan, Figure #11	2036	Stormwater Fund	$1,650,000					$1,650,000		
Streambank Stabilization	North Walnut Creek Streambank Stabilization - Project 1		Protecting storm sewer outfall adjacent to trail west of 1816 75th St. Incorpated in 74th St. project.	Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek.	2025-2026	Stormwater Fund	$150,000				74th St. Project Expense	$150,000		https://windsorheights.org/DocumentCenter/View/1906/Final-Report---North-Walnut-Creek-Stabilization-Study?bidId=
	North Walnut Creek Streambank Stabilization - Project 2		Protect storm sewer and sanitary serwer infrastructure encroaching into creek bank through addition of rip rap.		2029	Stormwater/Sewer Fund	$100,000					$100,000		
	North Walnut Creek Streambank Stabilization - Phase 3		Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek.		Unscheduled	Stormwater Fund	$500,000					$500,000		
	North Walnut Creek Streambank Stabilization - Phase 4				Unscheduled	Stormwater Fund	$500,000					$500,000		
Flood Reduction	Property buy-outs		Possible result of the flood resliency study		Unscheduled					TBD		$4,635,000	Federal monies not currently available	https://www.windsorheights.org/813/Flood-Information
	Levee construction				Unscheduled					TBD		$6,798,000		
	Creek channel clear and grub				Unscheduled					TBD		$11,330,000		

	Project Name		Project Description	Project Reasoning	Planned Construction Year	Storm Water Funding Source	Storm Water	Water Funding Source	Water	City (GF, TIF, RUT)	Funding Source	Total Estimated Cost	External Funding Sources	Source Information
Parks	Water Trails Access Point in Colby Park		Construct an interactive and immersive feature along Walnut Creek in Colby Park as part of the Greater Des Moines Water Trails projects.	Park Master Plan	2025-2026					$100,000	TIF	$225,000	$125,000 Grant Awarded	
	Public Art Installation 1		66th And University Ave. mural	See Public Art Plan	2026					TBD	TIF	$30,000		
	Park Parking Lot Resurface		Reconstruct parking lot & restore bioswale	Core drilled 2025. Poor pavement and subsurface.	2030	Stormwater Fund	$30,000			$1,170,000	TIF	$1,200,000	WQI Grant Potential	Excel tab 2026
	Public Art Installation 2		TBD	TBD On Public Art Plan.	2029					TBD	TBD	$30,000		
	Park Pickleball/Tennis Court Phase		Includes: Construction of new tennis , basketball and pickleball courts west of parking lot.	Park Master Plan. Consolidate into parking lot project.	2030					$1,100,000	TIF	$1,100,000		
	Trail Reconstruction adjacent to Colby Park		Replace 2,500' of deteriorated asphalt trail with concrete trail to WalMart Parking lot. Areas north of these will be impacted and replaced by WRA project.	Grant Opportunity	Subject to Grant					$110,000	TIF	$220,000		
	North of CEC Fitness Circuit Park Plan		Includes: Adding north amenity event space; Install landscape improvements; Construct fitness circuit and install equipment.	Park Master Plan	Unscheduled					$600,000	TIF	$600,000		
	Sherwood Forest Path Connection		Replacement of grass path to Sherwood Forest.	Subject to Development Agreement on Sherwood Forest	Unscheduled					$108,000	GF	$108,000		
	Community Garden		Install a community garden.	Council Input	Unscheduled					TBD	GF	$20,000		
	Lion's Park Refresh and Reconfigure		Public Works proposing minor improvements 2024-2025	Park Master Plan	Unscheduled					TBD	GF	TBD		
	Trail Connection over Walnut Creek south of I-235		Connect the trail systems between WDM, DSM, and Windsor Heights. This is currently in the feasiblity study stage.	Park Master Plan	Unscheduled					TBD	TIF	TBD	Included in BUILD Grant Application	
	Trail Reconstruction Phase 1		I-235 to Center St.	Necessary maintenance	Unscheduled					TBD	GF	$450,000		Excel Tab 2024
	Trail Reconstruction Phase 2		TBD	Necessary maintenance	Unscheduled					TBD	GF	TBD		
Facilities	Public Safety Remodel		Replace roof, hvac, areas of flooring and remodel as needed to serve future use .	Roof and other fixtures have reached end of useful lifecycle. Repurpose and reconfigure under utilized space	2028					Cash	Cash	> $1000000		Space Use Analysis

City of Windsor Heights
ERP

Police

			Budgeted	Actual	Running
					$146,952.76
Revenues		**24-25 FY25**			
FY25 ERP INTEREST		$25,544.00			$172,496.76
ICAP Insurance Refund		$12,359			$184,855.76
Transfer In		$85,000			$269,855.76
GRANT FOR RIFLES		$25,556			$295,411.49
Expenses					
Auto Equipment	Hybrid Invest Unmarked Vehicle (Van)		$60,000	$47,004.49	$248,407.00
Other Capital Equipment	Duty Rifles		$25,556	$25,555.73	$222,851.27
Revenues		**25-26 FY26**			
Transfer In		$85,000			$307,851.27
Expenses					
Auto Equipment	Hybrid Unmarked Fleet Vehicle (#20)		$65,000	$46,752.00	$261,099.27
Other Capital Equipment	Laptop replacement (2) for mobile use		$15,000	$15,000.00	$246,099.27
Revenues		**26-27 FY27**			
Transfer In		$85,000			$331,099.27
Expenses					
Auto Equipment	Hybrid Patrol Fleet Vehicle (#29)		$85,000	$85,000.00	$246,099.27
Other Capital Equipment	Replace 2 TASERS		$6,000	$6,000.00	$240,099.27
	Body and in-car camera software		$10,000	$10,000.00	$230,099.27
Revenues		**27-28 FY28**			
Transfer In		$85,000			$315,099.27
Expenses					
Auto Equipment	Hybrid Fleet Vehicle		$87,000	$87,000.00	$228,099.27
Other Capital Equipment					$228,099.27
Revenues		**28-29 FY29**			
Transfer In		$80,000			$308,099.27
Expenses					
Auto Equipment	Hybrid Fleet Vehicle		$90,000	$90,000.00	$218,099.27
Other Capital Equipment	In Car & Body Camera System Upgrade		$125,000	$125,000.00	$93,099.27
Revenues		**29-30 FY30**			
Transfer In		$80,000			$173,099.27
Expenses					
Auto Equipment	Hybrid Fleet Vehicle		$90,000	$90,000.00	$83,099.27
Other Capital Equipment	Duty Weapon Replacement		$15,000	$15,000.00	$68,099.27
Revenues		**30-31 FY31**			
Transfer In		$80,000			$148,099.27
Expenses					
Auto Equipment	Hybrid Fleet Vehicle		$90,000	$90,000.00	$58,099.27
					$58,099.27

City of Windsor Heights
ERP

Fire and EMS

				Budgeted	Actual	Running
						$606,988.54
Revenues			**24-25 FY25**			
	Transfer In		$75,000			$681,988.54
Expenses						
Other Capital Equipment		Turnout Gear (3)		$11,250	$12,450.00	$669,538.54
Revenues			**25-26 FY26**			
	Transfer In	Proceeds from Engine	$40,500			$710,038.54
	Transfer In		$50,000			$760,038.54
Expenses						
Auto Equipment		2012 Ford Wheeled Coach Ambulance		$400,000	$400,000.00	$360,038.54
Other Capital Equipment		Turnout Gear (2)		$7,750	$8,100.00	$351,938.54
		Fire Hose		$3,000	$3,000.00	$348,938.54
		Mobile Data Terminal (2)		$15,000	$15,000.00	$333,938.54
Revenues			**26-27 FY27**			
	Transfer In		$80,000			$413,938.54
Expenses						
Auto Equipment						$413,938.54
Other Capital Equipment		Turnout Gear (2)		$7,750	$7,750.00	$406,188.54
Revenues			**27-28 FY28**			
	Transfer In		$85,000			$491,188.54
Expenses						
Auto Equipment		Shared Resource Ambulance Deposit		$85,000	$85,000.00	$406,188.54
Other Capital Equipment		Turnout Gear (2)		$8,500	$8,500.00	$397,688.54
		Fire Hose		$3,500	$3,500.00	$394,188.54
		2014 Chevy Tahoe - Command Vehicle		$75,000	$75,000.00	$319,188.54
Revenues			**28-29 FY29**			
	Transfer In		$85,000			$404,188.54
Expenses						
Auto Equipment		Shared Resource Ambulance Balance		$340,000	$340,000.00	$64,188.54
Other Capital Equipment		Turnout Gear (2)		$8,000	$8,000.00	$56,188.54
		Mobile Date Terminal		$7,500	$7,500.00	$48,688.54
Revenues			**29-30 FY30**			
	Transfer In		$85,000			$133,688.54
Expenses						
Auto Equipment		Fire Hose		$3,200	$3,200.00	$130,488.54
Other Capital Equipment		Turnout Gear (2)		$8,000	$8,000.00	$122,488.54
Revenues			**30-31 FY31**			
	Transfer In		$85,000			$207,488.54
Expenses						
Auto Equipment		2019 Ford Expedition		$75,000	$75,000.00	$132,488.54
Other Capital Equipment		Turnout Gear (2)		$8,000	$8,000.00	$124,488.54
		Mobile Data Terminal		$7,500	$7,500.00	$116,988.54
Other Capital Equipment		Turnout Gear (2)		$8,000	$8,000.00	$108,988.54

Fire and EMS Unscheduled

SCBA Compressor	2034	$40,000
Mobile Radios, Phones and Scanners		As needed
Portable Radios (18)		Every 7 years
SCBA's and Bottles	2031, 2032	$180,000
Primary Engine - E552	2036	$600,000
2024 Chevy Paramedic SUV	2034	$65,000

2023 Ford Wheeled Coach Ambulance	2033	$475,000

City of Windsor Heights
ERP

Public Works

				Budgeted	Actual	Running
						$517,241.00
Revenues			**24-25 FY25**			
	Transfer in RUT		$30,000			$547,241.00
	Transfer In		$45,000			$592,241.00
Expenses						
Equipment		Dump Truck #5		$200,000	$243,885.65	$348,355.35
		Tar Machine		$65,000	$65,698.82	$282,656.53
Revenues			**25-26 FY26**			
	Transfer in RUT		$75,000			$357,656.53
	Transfer In		$60,000			$417,656.53
	GovDeals	Sale of Equipment	$7,189			$424,845.28
Expenses						
Equipment		Class 5 Pickup		$120,000	$120,000.00	$304,845.28
		Dump Truck #6 - 20% Deposit		$50,000	$50,000.00	$254,845.28
		PW Shop Floor Repair		$65,000	$64,309.53	$190,535.75
		PW Water line Repair		$6,000	$5,895.00	$184,640.75
Revenues			**26-27 FY27**			
	Transfer in RUT		$100,000			$284,640.75
	Transfer In		$85,000			$369,640.75
Expenses						
		Mini Excavator		$65,000	$65,000.00	$304,640.75
		1/2 Ton Pickup #3		$55,000	$55,000.00	$249,640.75
		Dump Truck #6 - Final Payment		$225,000	$225,000.00	$24,640.75
Revenues			**27-28 FY28**			
	Transfer in RUT		$60,000			$84,640.75
	Transfer In		$60,000			$144,640.75
Expenses						
Equipment		John Deere 1445 Mower		$38,000	$38,000.00	$106,640.75
		1/2 Ton Pickup #2		$55,000	$55,000.00	$51,640.75
Revenues			**28-29 FY29**			
	Transfer in RUT		$75,000			$126,640.75
	Transfer In		$75,000			$201,640.75
Expenses						
Equipment		1 Ton Chevy Truck #8		$55,000	$55,000.00	$146,640.75
		PW Locker Room Remodel		$100,000	$100,000.00	$46,640.75
Revenues			**29-30 FY30**			
	Transfer In RUT		$60,000			$106,640.75
	Transfer In		$75,000			$181,640.75
Expenses						
		John Deere 1575 Riding Mower		$40,000	$40,000.00	$141,640.75
		Univ. Ave Traffic Signals ($50,000 TIF Funded)				$141,640.75
		Boom Truck #7		$80,000	$80,000.00	$61,640.75
Revenues			**30-31 FY31**			
	Transfer In RUT		$40,000			$101,640.75
	Transfer In		$60,000			$161,640.75
Expenses						
Equipment		73rd Street Traffic Signals ($200,000 TIF Funded)				$161,640.75
		Kubota UTV 1100 with implements		$40,000	$40,000.00	$121,640.75

City of Windsor Heights
ERP

Community Event Center

				Budgeted	Actual	Running
						$122,040.39
Revenues			**24-25 FY25**			
	CEC Revenue	(actual)	$17,248.20			$139,288.59
	Transfer In		$100,000			$239,288.59
Expenses						
Equipment		Solar Panels		$100,000	$117,157.34	$122,131.25
		Table Replacement - Phase 1		$40,000	$36,738.50	$85,392.75
		Appliance/Equipment Replacement		$8,000	$0.00	$85,392.75
Revenues			**25-26 FY26**			
	CEC Revenue	(estimated)	$20,000.00			$105,392.75
	Transfer In					$105,392.75
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$8,000.00	$97,392.75
		Table Replacement - Phase 2		$20,000	$20,000.00	$77,392.75
Revenues			**26-27 FY27**			
	CEC Revenue	(estimated)	$20,000.00			$97,392.75
	Transfer In					$97,392.75
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$8,000.00	$89,392.75
						$89,392.75
Revenues			**27-28 FY28**			
	CEC Revenue	(estimated)	$20,000.00			$109,392.75
	Transfer In					$109,392.75
Expenses						
Equipment		Banquet Chair Replacement		$15,000	$15,000.00	$94,392.75
		Solar Invertors		$5,000	$5,000.00	$89,392.75
		Appliance/Equipment Replacement		$8,000	$8,000.00	$81,392.75
Revenues			**28-29 FY29**			
	CEC Revenue	(estimated)	$20,000.00			$101,392.75
	Transfer In					$101,392.75
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$8,000.00	$93,392.75
Revenues			**29-30 FY30**			
	CEC Revenue	(estimated)	$20,000.00			$113,392.75
	Transfer In					$113,392.75
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$8,000.00	$105,392.75
Revenues			**30-31 FY31**			
	CEC Revenue	(estimated)	$20,000.00			$125,392.75
	Transfer In					$125,392.75
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$8,000.00	$117,392.75
		Solar Invertor Replacements		$5,000	$5,000.00	$112,392.75
		Large Kitchen Refresh		$75,000	$75,000.00	$37,392.75

City of Windsor Heights
ERP

Systems & Technology

				Budgeted	Actual	Running
						$40,047.54
Revenues			**24-25 FY25**			
	Transfer In		$15,000			$55,047.54
Expenses						
Office Equipment		Firewall		$10,000	$5,179.80	$49,867.74
		Cameras - PSB/CEC		$7,000	$8,261.06	$41,606.68
		Server Upgrades		$20,000	$25,210.63	$16,396.05
Revenues			**25-26 FY26**			
	Transfer In		$30,000			$46,396.05
Expenses						
Office Equipment		Software - Workstations		$7,500	$7,500.00	$38,896.05
		Workstations		$10,000	$10,000.00	$28,896.05
		BodyCam Raid5 Harddrives 6TB		$2,000	$2,000.00	$26,896.05
		Firewall Software		$1,200	$1,200.00	$25,696.05
		City Hall Conf Room Camera/Microphone		$3,000	$3,000.00	$22,696.05
Revenues			**26-27 FY27**			
	Transfer In		$30,000			$52,696.05
Expenses						
Office Equipment		Network Switches		$2,000	$2,000.00	$50,696.05
		Software - Mail		$3,500	$3,500.00	$47,196.05
		Workstations		$10,000	$10,000.00	$37,196.05
		Firewall Software		$1,200	$1,200.00	$35,996.05
Revenues			**27-28 FY28**			
	Transfer In		$40,000			$75,996.05
Expenses						
Office Equipment		CEC Switch		$1,500	$1,500.00	$74,496.05
		Workstations		$10,000	$10,000.00	$64,496.05
		Firewall Software		$1,200	$1,200.00	$63,296.05
		Council AV (alongside PS Building Improvements)		$30,000	$30,000.00	$33,296.05
		UPS Replacements		$2,500	$2,500.00	$30,796.05
Revenues			**28-29 FY29**			
	Transfer In		$30,000			$60,796.05
Expenses						
Office Equipment		Phone System Cloud Changeover		$10,000	$10,000.00	$50,796.05
		Workstations		$10,000	$10,000.00	$40,796.05
		Firewall Software and Replacement		$3,000	$3,000.00	$37,796.05
		Camera Replacements & Software Change (alongside PS Building Improvements)		$21,000	$21,000.00	$16,796.05
Revenues			**29-30 FY30**			
	Transfer In		$30,000			$46,796.05
Expenses						
Office Equipment		Server NAS		$3,000	$3,000.00	$43,796.05
		UPS 1		$1,000	$1,000.00	$42,796.05
		Workstations		$10,000	$10,000.00	$32,796.05
		Phone Software		$9,000	$9,000.00	$23,796.05
		Access Points Replacements		$2,500	$2,500.00	$21,296.05
		Firewall Software		$1,200	$1,200.00	$20,096.05
Revenues			**30-31 FY31**			
	Transfer In		$30,000			$50,096.05
Expenses						
Office Equipment		UPS Replacements		$1,000	$1,000.00	$49,096.05
		Workstations		$11,000	$11,000.00	$38,096.05

	Server Host Replacement (WHHV CTY 24)	$15,000	$15,000.00	$23,096.05
	Firewall Software & Replacement	$3,000	$3,000.00	$20,096.05
	Phone Software	$9,000	$9,000.00	$11,096.05

Laptops (10)	3 annually	$3,900
Monitors (31)	6 annually	$800

Police Equipment Life and Replacement Schedule

	Vehicle/Equipment	Years of Service	Year of Replacement	Estimated Cost
	2007 Chevy Silverado w/equip	12:10	2019, 2029	$55,000
	2014 Chevy Tahoe w/equip	10	2024	$35,000
	2014 Ford Sedan Police w/equip	10	2024	$30,000
	2015 Ford Explorer w/equip	10	2025	$30,000
	2018 Ford Interceptor w/equip	12	2030	$35,000
	2018 Ford Interceptor w/equip	13	2031	$35,000
	2011 Ford Crown Vic. Police w/equip	9	Remove	$0
	2013 Ford Utility Police w/equip	7:6:6	2020, 2026, 2032	$55,000
	2015 Ford Utility Police w/equip	6:6:6	2021, 2027, 2033	$55,000
	2016 Utility Police w/equip	6:6	2022, 2028	$55,000
	2017 Ford Utility Police w/equip	6:6	2023, 2029	$55,000
	Body Worn Cameras (10)	3	2020, 2023, 2026	$11,000
	Canine	8	2026	$7,000
	Civil Disobedence Kits	10-15	2028	$3,000
	Facility Interview Camera Recorders	10	2027	$9,000
	Handguns (16)	20	2020	$8,000
	Investigative Camera #1	15	2022	$4,500
	Investigative Camera #2	15	2032	$5,000
	Laser Radar Unit	15	2018	$3,000
	Mobile Radios (11)	15	2029	$52,000
	Patrol Helmets / Shields	7-10	2025	$1,500
	Pepperball – Less Lethal (2)	7	2022, 2029	$2,000
	Plate Carriers	7-10	2025	$2,000
	Portable Radios (18)	10	2025	$72,000
	Portable Shelter – Tent	10	2026	$1,500
	RAD gear	10	2026	$4,500
	Rifles (12)	15	2024	$16,200
	Shotguns (8)	15	2031	$8,000
	Taser – Less Lethal (4)	7	2022, 2029	$8,000

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Plagge, City Administrator

SUBJECT: Discuss Comprehensive Plan Review

GENERAL INFORMATION

Background

The City of Windsor Heights' Comprehensive Plan was last updated in 2017 by RDG at a cost of approximately $67,000 and is approaching ten years old which is a milestone communities would typically be considering an update.

TASKS	RDG Planning & Design						
	Pat	Cory	Lorin	Marty	Ryan	Scott	Mindy
PART 1: Involvement and Community Vision							
1.0 Administration	●	●	●	●	●		●
1.1 Steering Committee & Staff Meetings (8 SC + 12 staff)	●	●	●				
1.2 Website and Community Survey			●				●
1.3 Public Engagement Campaign	●	●	●				●
1.4 Visioning Workshop	●	●	●				●
1.5 Focus Groups	●	●	●				
Deliverable: Community Vision Report			●				●
PART 2: Windsor Heights Today							
2.1 Population and demographic snapshot			●				
2.2 Community history and character		●	●	●			
2.3 Housing and development trends		●	●	●			
2.4 Land use inventory			●				
2.5 Economic Analysis		●	●				
2.6 Transportation issues and changes		●	●	●			
2.7 Community Amenities			●				
2.8 Infrastructure, energy, and utilities	●		●				
2.9 Environmental resources	●		●		●		
2.10 Hazard Mitigation	●		●		●		
Deliverable: Windsor Heights Today Report			●				●
PART 3: Recommendations for the future							
3.1 Land use and development character		●	●	●			
3.2 Walkability and balanced transportation		●	●	●		●	
3.3 Community identity and brand	●		●				●
3.4 Community amenities	●	●	●			●	
3.5 Infrastructure, energy, and hazard planning.	●		●				
3.6 Housing and neighborhood plan			●	●			
3.7 Economic development		●	●				
3.8 Supplemental Plans		●	●	●		●	
3.9 Smart growth and sustainable policies	●	●	●		●		
3.10 Intergovernmental collaboration and communication	●	●	●				
Deliverables: Draft Comprehensive Plan & Future Land Use Plan			●				●
PART 4: Implementation and code review							
4.1 Zoning and subdivision ordinance review							
4.2 Capital improvements plan, financing, and prioritization	●	●	●				
4.3 Planning Commission/City Council workshop		●	●				
4.4 Community buy–in	●	●	●				●
4.5 Compliance with Iowa Smart Planning Principles			●				
Deliverable: Final Comprehensive Plan			●				●

2017 Comprehensive Plan Tasks

Progress has been made on various 2017 Comprehensive Plan strategies summarized below and staff wanted to take an opportunity to put the plan back in front of City Council and receive guidance on when/if to schedule work on an update now that the Zoning Code and City Code (the anticipated codified draft is to be received by Simmering-Cory early February) have been or are being addressed.

A Comprehensive Plan Update is a significant undertaking which typically includes substantive in person and/or online public engagement. It also typically involves a deep dive into data, an array of associated strategic documents and consolidation of studies and data into the overarching Comprehensive Plan document guiding the City's long-term strategies. Various firms across the region consult on this type of work including BMI which would be a strong candidate to undertake the update, given their familiarity with the City, infrastructure and zoning code. However, the City's purchase policy and general best practice would be to put this type of project out for an RFP/RFQ. The cost to undertake a wholescale consultant driven update is estimated at $75,000+ depending on the scope of the initiative with particular attention to the level of public engagement, redevelopment scenarios and mapping components. Windsor Height's being largely built-out reduces some scope of a typical Comprehensive Plan but

exploration of redevelopment opportunities could expand the scope elsewhere.

A typical timeframe from RFP to completion of a Comprehensive Plan is 8-12 months.

A pared down Comprehensive Plan update, more a refresher with a more limited public engagement component and redevelopment scenario building than a wholescale rewrite is also an option. COGS often provide a lower cost option for completing Comprehensive Plan Updates for smaller cities, while there is no COG serving Polk County, MIPA serves a similar role and is currently completing Comprehensive Plans for Marion County and Pleasantville ($21,500), and some smaller communities in Jasper County. Comprehensive Plans completed by COGS could be expected to cost closer to $20,000-$40,000.

Finance Committee Recommendation: Budget a minimum of $75,000 for issuing an RFP and completion of a complete consultant led Comprehensive Plan update in FY27.

Funding for a plan update is recommended to be paid through LOST. Staff currently anticipate budgeting $100,000 to allow City Council to optionally explore redevelopment concepts in additional depth as part of the process if desired.

2017 Comprehensive Plan Summary with notations in red

Chapter 1: Neighborhood Enhancement

Goals: Maintain housing quality; promote aging in place; celebrate neighborhood character; improve infrastructure (streets, sidewalks, etc.); broaden housing mix.

Action Plan / Strategies:

- Support new housing options within existing neighborhoods: Zoning Code update complete. Universal right to construct duplexes in R-1 and R-2 zoned areas was discussed during zoning code update but not pursued. Provided development agreement support for recent higher density development.
- Create city-sponsored incentives, loans grants or abatements for homeowners. Urban Revitalization policy in place offering tax abatement for home improvements. MIPA partnership in place to facilitate home improvements for low-moderate income homeowners.

Chapter 2: Economic Development

The plan emphasizes using Windsor Heights' central location and existing assets to attract businesses, support redevelopment, and foster economic growth.

Key strategies / actions:

- Work with developers to support and coordinate redevelopment of important commercial and mixed-use sites. University Ave property acquisition plan is being pursued alongside potential city actions on Hickman Rd.
- Create a streetscape plan for University Ave and 73rd St. Completed and/or underway.
- Market Windsor Heights to prospective businesses and developers.

- Provide incentives for upgrades to commercial properties. Urban Renewal Plan and abatement policy in place and draft development agreements created for 66th and University Ave. and Sherwood Forest.
- Improve communication and transparency with businesses and developers.
- Develop an economic development plan that incorporates the recommendations of the Comprehensive Plan, neighborhood plans, and corridor plans and sets a clear strategy for implementation. While no formal Economic Development Plan exists, the 2024 Urban Renewal Plan update created a financial pathway and outline for components and intertwines Comprehensive Plan elements alongside the zoning code, and infrastructure improvements oriented around associated planning documents.

Chapter 3: Communication & Transparency

Enhance relationships within the community to build trust and capacity for development, innovation and overall quality of life.

Key strategies / actions:

- Work with a contractor or through staff to develop a communications plan.Completed in 2025.
- Secure expertise in public communications to support implementation of the plan. Currently funding constrained.
- Work with Chamber of Commerce to develop communications methods to build relations with business community.
- Work with businesses and residents to complete update to zoning code. Zoning Code completed in 2024.
- Seek input from business on city projects.
- Streamline development review. Updates over the past two yeas include providing a schedule of submission dates and prescheduled P&Z meetings and development regulations clarified in zoning code update. All trade permits have been consolidated into an inspection by SafeBuilding. Pre-development meetings offered when development inquiries made.
- Share goals of comprehensive plan with residents.

Chapter 4: Complete Streets

This chapter focuses on making streets safe, accessible, and multi-modal for pedestrians, cyclists, cars especially along key corridors like University Avenue.

Key recommended actions / strategies:

- Implement the city's complete streets policy. Being implemented through CIP primarily reconstruction projects. Potential trail expansions along Center St., Sherwood Forest and The Windsor. Street tree planting program established. Sidewalk maintenance program undertaken.
- Build new sidewalks on priority routes. Being implemented through CIP road reconstructions.
- Consider adjustments to the zoning code to require pedestrian friendly development in certain areas. Adjustment to parking and setbacks made in Zoning Code update.
- Use green traffic calming devices. Street tree planting program established.
- Improve safety for pedestrians. Additional crosswalks have been added and countdown timers added along University Ave.
- Adopt street redesign & reconstruction projects that follow "complete streets" design principles making streets accessible for all users: pedestrian, bike, car. Sidewalk addition is now standard during reconstruction and sidewalk improvement plan initiated in 2024.
- Redesign major corridors (e.g. University Avenue) to include improved sidewalks, bike lanes or multi-use paths, crosswalks, traffic calming (e.g. reduce lane widths, bump-outs at crossings). Completed.
- Incorporate new streetscape elements: landscaping, street furnishings (benches, trash receptacles), lighting, public art where appropriate to make streets more attractive, safe, and community-oriented. Completed along University Ave. and along The Windsor Trail.
- Consider on-street parking improvements (particularly along commercial / retail corridors) to support businesses, make area more pedestrian-friendly, and to encourage economic activity. Completed along University Ave.
- Use redesign as opportunity to build identity and sense of place (see "Identity & Image" chapter) including gateways, consistent design themes, wayfinding or signage, street branding. Public Art Plan was completed with this in mind, and City Council considered the addition of an additional city signage at 63rd and I235.

Chapter 5: Improving Amenities

This area aims to raise the quality of public amenities including parks, trails, recreation, community facilities thus enhancing quality of life for residents.

Key recommended actions / strategies:

- Develop improvements to Colby Park and access to Walnut Creek. Substantial improvements underway or completed.
- Increase use of Lions Park
- Look for park growth opportunities. Property redevelopment acquisition plan underway.
- Direct people to the dog park

- Secure community garden spaces
- Advance trail hub. Staff has worked with Colby Interests in opportunities in this space but has not had success with Walmart beyond making improvements required by City Code.
- Improve trail signs and safety
- Be active in Watershed Management Authority. Staff actively participates in the watershed meetings and the recent 5-year plan.
- Implement projects identified in walnut creek watershed plan. Underway through prairie restoration, receipt of donated property and CIP improvements.
- Implement water trails plan. Underway.
- Partner for stream stabilization

Chapter 6: Identity & Image

This chapter is about building a strong civic identity / community image setting Windsor Heights apart, making public spaces, streets, corridors, and business districts feel cohesive, welcoming, and distinctive.

Planned Actions / Strategies:

- Implement previous chapters
- Identify highly visible pilot projects. University Ave streetscaping completed and public art plan being implemented.
- Tap into research started in comp plan.

Chapter 7: City Works (Operation, Regulation & Maintenance)

This chapter addresses the “behind-the-scenes” governance, regulation, maintenance, code updates, and operational aspects needed to sustain the community’s long-term vision.

Key Actions / Recommendations:

- Development an ongoing evaluation and funding plan to maintain a safe reliable water system. Strengthened data sharing with DMWW and work jointly to develop CIP priorities including identifying undersized pipes and review of capital improvements fee.
- Develop an ongoing evaluation and funding plan to maintain a reliable sanitary sewer system. Staff regularly attend District meetings and exchanges information.
- Develop an ongoing evaluation and funding plan to maintain an effective stormwater management system. Recently updated ERU database and stormwater fee structure to ensure adequate funding. In process of completing complete televising and mapping of City’s storm sewers.

- Update the transportation system inventory and include guidance from Complete Streets policy. Significant updates made to City's utilization of GIS and inventorying of assets.
- Engage the public in Capital Improvement Programming Planning and Execution. Staff plans to launch the CIP in a publicly viewable ArcMap format this year.

ATTACHMENTS

None

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Consideration of Resolution No. 2026-05 - A Resolution Accepting a Public Art Grant Agreement with Bravo for the Dinner Dispatch Mural Project

GENERAL INFORMATION

At the September 15th, 2025 City Council Meeting, the City approved an application to BRAVO for a grant to help fund a mural on the west wall of 6587 University Ave. and potential mural under the awning of 6587 University Ave and adjoining buildings. The City has received a $40,000 award from BRAVO specific to the artist stipend for overall mural design and completion of the west wall mural, excluding the awning portion of the mural. As part of this application the City has committed up to $40,000 towards the completion of project anticipated to primarily be funded from Mural and Patio project contained in the 2024 Urban Renewal Plan. The BRAVO grant provides up to 75% funding of the project, within the stipulations. A Prairie Meadows Grant is also planned to be submitted to help fund the project. Total project cost, depending on scope, design detail and other elements is anticipated to be between $47,000 - $105,500 contingent on artist, scope and design detail. .

A draft maintenance agreement for the mural has been circulated between Windsor Heights and Colby Interests. The agreement is anticipated to plan for the mural to remain in place for an extended timeframe, barring substantial damage or demolition of the building. The agreement will also address the logistics of installation of the mural. The agreement will be brought forward to City Council for consideration upon finalization of the draft.

The Communications and Public Art Committee met Wednesday afternoon to discuss moving forward with the RFQ for the mural and whether to utilize a consultant to assist with the process or handle it internally.

ATTACHMENTS

1. Resolution No. 2026-05 A Resolution Accepting a Public Art Grant Agreement with Bravo for the Dinner Dispatch Mural Project

RESOLUTION NO. 2026-05

A RESOLUTION ACCEPTING A PUBLIC ART GRANT AGREEMENT WITH BRAVO FOR THE DINNER DISPATCH MURAL PROJECT

WHEREAS, Bravo Greater Des Moines ("Bravo") has awarded a Public Art Grant to support a public art project within the City of Windsor Heights; and

WHEREAS, the City of Windsor Heights has been offered a grant in the amount of Forty Thousand Dollars ($40,000) for the Dinner Dispatch Mural project; and

WHEREAS, the grant funds are intended to support the planning, design, and completion of a public art mural in accordance with the terms and conditions of the attached Grant Agreement; and

WHEREAS, the City Council of the City of Windsor Heights finds that acceptance of the grant is in the best interest of the City and its residents and is consistent with the City's goals for public art and placemaking; and

WHEREAS, the Grant Agreement identifies the City of Windsor Heights as the Recipient and sets forth the obligations and requirements associated with the grant funding.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDSOR HEIGHTS, IOWA, THAT:

1. The Grant Agreement with Bravo Greater Des Moines for the Dinner Dispatch Mural project, in the amount of $40,000, is hereby accepted.
2. The City Administrator is authorized to execute the Grant Agreement and any related documents on behalf of the City of Windsor Heights, subject to review by the City Attorney.
3. The City Administrator and City staff are authorized to take all actions necessary to administer the grant in compliance with the terms of the Grant Agreement.

Passed and Approved this 20th Day of January, 2026.

_____
Mayor Mike Jones

Attest:

_____
Adam Strait, City Clerk

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Adam Plagge, City Administrator

SUBJECT: Consideration of Resolution No. 2026-06 - A Resolution Approving a Use Agreement Between the City and The YMCA for Use of Colby Park

GENERAL INFORMATION

Attached is the proposed 2026 YMCA–City of Windsor Heights Colby Park Use Agreement discussed at the December 15th City Council meeting.

The YMCA is supportive of the agreement as drafted, which includes several minor modifications from 2025 and revises the annual fee from $1,000 to $2,500.

The YMCA has submitted updated insurance documentation, which staff have reviewed. Registration for the program recently opened, with approximately 90 percent of the 40 available spots still remaining open as of 1/15/26. Sometimes these numbers are tweaked closer to the start of camp based on staffing, but the YMCA anticipates being at or below 50 kids. A maximum of 60 is specified in the agreement. Administration has confirmed that the resident discount is being incorporated into the registration process. The camp takes field trips twice a week, unless weather prohibits it, which happened on occasion last year.

The YMCA has indicated that it will continue to ensure campers and YMCA staff appropriately share park space with members of the general public. A pre-camp coordination meeting between YMCA and City staff will be held prior to the start of the camp.

The YMCA notes, We did get GREAT feedback from parents last year for the camp site and the programming at Colby Park. We appreciate the opportunity again this summer!

ATTACHMENTS

1. Resolution No. 2026-06 A Resolution Approving a Use Agreement between the City of Windsor Heights and The YMCA for Use of Colby Park
2. YMCA Colby Park Use Agreement 2026 Proposed 12-30-26

RESOLUTION NO. 2026-06

A RESOLUTION APPROVING A USE AGREEMENT BETWEEN THE CITY OF WINDSOR HEIGHTS AND THE YMCA FOR USE OF COLBY PARK

WHEREAS, the City of Windsor Heights, Iowa ("City"), desires to allow organized recreational programming that benefits residents and the community; and

WHEREAS, the YMCA proposes to operate a summer camp program at Colby Park from June 1, 2026 through August 15, 2026, subject to specific terms and conditions; and

WHEREAS, the City and the YMCA have negotiated a Colby Park Use Agreement, which sets forth the conditions of park use, public access requirements, programming limitations, insurance obligations, and a contracted payment amount of $2,500 to the City; and

WHEREAS, the Agreement ensures continued public access to Colby Park while allowing designated use areas for YMCA programming, and provides resident benefits including priority registration and a resident discount; and

WHEREAS, the City Council finds that approval of the Agreement is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDSOR HEIGHTS, IOWA, THAT:

1. The YMCA Colby Park Use Agreement, substantially in the form attached to this Resolution, is hereby approved.
2. The Mayor is authorized to execute the Agreement on behalf of the City of Windsor Heights.
3. The City Administrator and City staff are authorized to administer and enforce the Agreement in accordance with its terms.

Passed and Approved this 20th Day of January, 2026.

_____
Mayor Mike Jones

Attest:

_____
Adam Strait, City Clerk

YMCA Colby Park Use Agreement

This Agreement is entered into by and between the **City of Windsor Heights** (hereinafter referred to as the "City") and the **YMCA** (hereinafter referred to as the "YMCA").

Contracted Payment Amount: $2,500

Term of Agreement: The YMCA shall hold a summer camp in Colby Park from **June 1st, 2026, to August 15, 2026.**

Terms and Conditions

Registration and Resident Benefits

1. **Priority Registration:** Registration for the camp shall first open to Windsor Heights residents for a minimum of two weeks.
2. **Resident Discount:** Windsor Heights residents shall receive a $10 weekly discount

Hours of Operation

- Camp hours shall be **7:00 AM to 6:00 PM.**

Participation Cap

- The maximum number of participants shall be limited to **65.**

Park Accessibility

1. **General Public Access:** Colby Park shall remain open to the general public during YMCA use. The restricted Use Area, as outlined in Exhibit A, shall only be utilized for large group YMCA activities during designated times.
2. **Playground Usage:** The YMCA may utilize the playground daily between **7:00 AM and 10:00 AM.** Additional usage outside these hours shall require City Administrator or Public Works Director approval. The City reserves the right to adjust hours of utilization if the need arises.
3. **Splashpad Usage:** The YMCA may utilize the splashpad on Monday and Wednesdays between **10:00 AM and 11:30 AM.** Additional usage outside these hours shall require City approval. The City reserves the right to adjust hours of utilization.

Facility Usage

1. **Community Events Center (CEC):**
    - The YMCA may use the Community Center (CEC) during inclement weather days if the space is available. The YMCA shall not use the CEC, except for the Concessions kitchen, outside these hours unless inclement weather occurs. In such cases, the YMCA may use the CEC for shelter. City staff shall retain the right to access the CEC during YMCA utilization.

- The City shall share the CEC booking calendar with the YMCA, and bookings shall be made at least two days in advance. It shall be the YMCA's responsibility to confirm availability of the CEC for their use.
- The YMCA is responsible for cleaning the CEC after use and restoring it to its pre-use configuration. Cleaning includes restrooms, tables, chairs, and sweeping and mopping of floors. Cleaning supplies are available in the facility. Any damages or additional cleaning conducted by the City will be billed to the YMCA. All doors shall be locked after use. The YMCA shall sign the standard CEC rental agreement which lists restricted uses such as glitter, duct tape and other items.

2. **Ballfield and Pavilion:**
    - The YMCA may use the ballfield and pavilion if not otherwise booked or utilized for other activities, such as Yoga in the Park.
    - The YMCA may utilize the ballfield for soccer camp within City Administrator discretion.

City Events

1. The YMCA shall work around planned City/Foundation events, including Tuesday Nights in the Heights (Tuesdays 6:00 PM June through August) and other City and Foundation park activities.
2. During setup or operational hours for such events, Use Area 3 and the hard surface Use Area 2 shall serve as the YMCA's primary spaces. (see Attachment A for more details)

Park Maintenance

1. To minimize turf wear and tear, the YMCA shall rotate primary space utilization between the four Use Areas identified in Attachment A.
2. The dumpster north of Public Works and east of the CEC shall be available for the YMCA's lunchtime trash disposal. Trash from organized activities must not be placed in small park receptacles.
3. The YMCA shall perform a mid-day spot clean of CEC exterior restrooms and restock toilet paper if needed and retain a log sheet. The City shall conduct standard regularly scheduled cleanings of these facilities.
4. Windsor Heights Park Department shall conduct routine maintenance, including mowing, fertilizer applications, and herbicide treatments during regular business hours. The Public Works Department shall develop and share a maintenance schedule with the YMCA. Advanced notice of pesticide/herbicide treatment shall be provided and 24-hour signage shall be placed when treatment occurs.
5. The YMCA may place a small shed west adjacent to the Public Works facility for supply storage or park a trailer/storage unit at the west end of the parking lot.
6. The City reserves the right to close the park in case of flooding or hazardous conditions.

7. Park & Water Access Contractor may be back in the spring/summer working in the area on any outstanding items and/or any warranty work as part of the project completion.

Prairie Area Restrictions

- The area west of the ball diamond and southeast of the pavilion, designated for prairie establishment, shall not be available for YMCA use.

Irrigation Awareness

- The YMCA is advised that irrigation zones operate from **4:30 AM to 6:30 AM**, potentially leaving some areas damp. Two primary hard surface use areas, in addition to the pavilion, are noted in Attachment A for use during wet conditions.

Insurance

The YMCA shall maintain the liability insurance included as Attachment B and hold the City harmless for any injury or damage occurring to or caused by participants or YMCA Staff.

Attachments

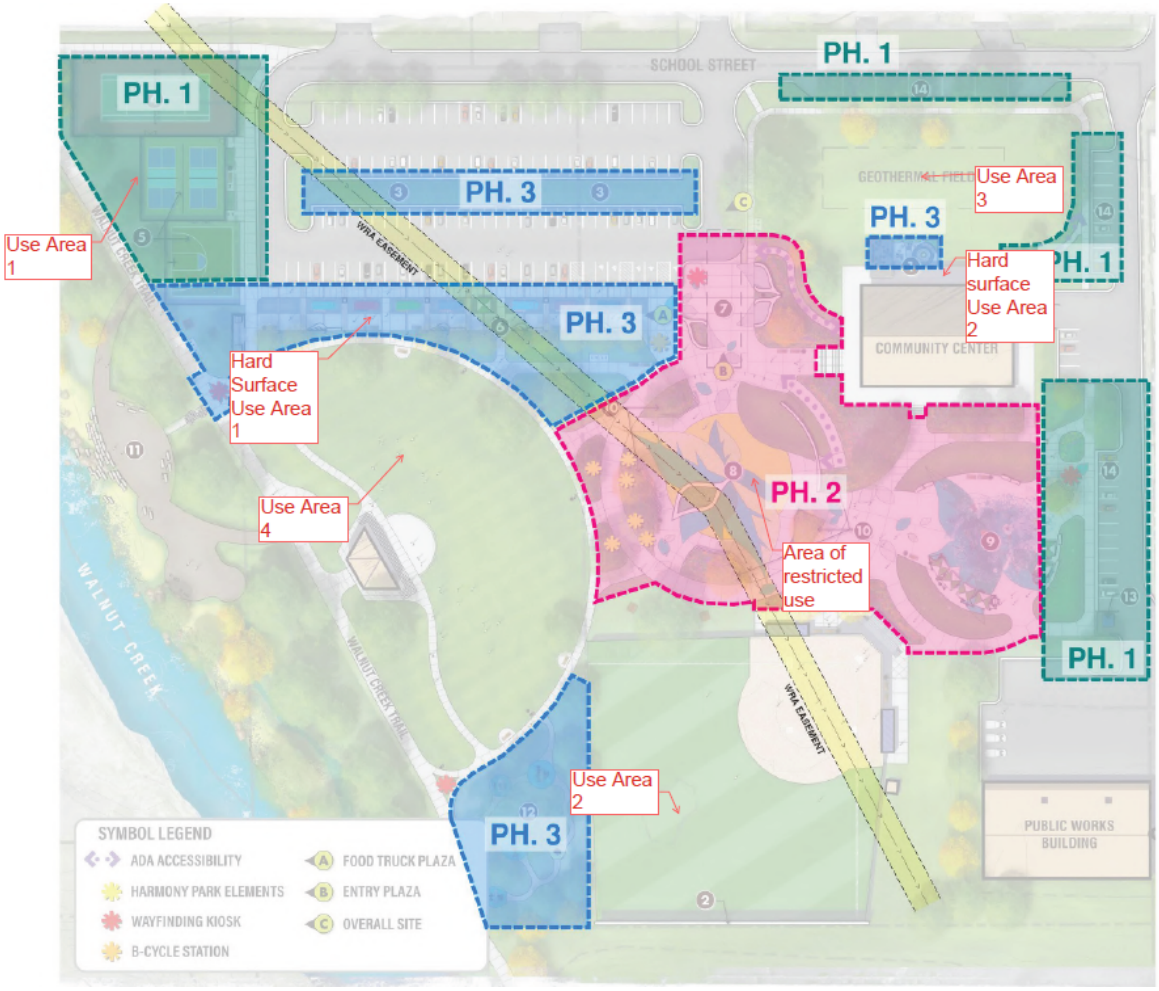
- **Attachment A:** Hard Surface Areas
- **Attachment B:** Insurance

By signing below, both parties agree to the terms and conditions outlined in this agreement.

City of Windsor Heights
By: _____
Title: _____
Date: _____

YMCA
By: _____
Title: _____
Date: _____

Attachment A


PH. 1
PH. 1
PH. 3
PH. 3
PH. 3
PH. 3
PH. 2
PH. 1
PH. 1
Use Area 1
Use Area 3
Hard surface Use Area 2
Hard Surface Use Area 1
Use Area 4
Area of restricted use
Use Area 2
SCHOOL STREET
WRA EASEMENT
COMMUNITY CENTER
PUBLIC WORKS BUILDING
WALNUT CREEK
WALNUT CREEK TRAIL
SYMBOL LEGEND
ADA ACCESSIBILITY
HARMONY PARK ELEMENTS
WAYFINDING KIOSK
B-CYCLE STATION
FOOD TRUCK PLAZA
ENTRY PLAZA
OVERALL SITE

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM:

SUBJECT: Mayor, Council Reports and Committee Updates, and Administration Reports

GENERAL INFORMATION

ATTACHMENTS
None

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Mike Jones, Mayor

SUBJECT: Mayor's Report

GENERAL INFORMATION

ATTACHMENTS

1. Mayor's Report 12-31-2025

WINDSOR HEIGHTS
the heart of it all

MAYOR'S REPORT

October 24th, 2025 – December 31st, 2025

- Despite it being a very long time since my last report, there weren't any regional committee meetings in December so we're basically only catching up since October.
- On October 27th I attended the Windsor Heights candidate forum that was put on by the Chamber. Everyone did a great job, though we, of course, had an issue with the microphone being somewhat unreliable despite it being tested multiple times before the event and the air conditioning turning on and causing a great deal of noise despite it being cold outside. Thanks to EJ Giovannetti for moderating and to the Chamber(s) for putting it on.
- On October 28th I sat down with Amy Croll of Homeward/Urbandale City Council. I've been frustrated with the lack of movement on the affordable housing front/conversation at MAC and wanted to see some progress. We went and spoke with the Polk County Housing Trust fund and decided that our committee needed to meet.
- On November 1st I volunteered at Dinner Dispatch to do meal prep following the loss of SNAP benefits. I then drove those meals to a couple of community fridges.
- At some point I got reelected.
- On November 6th I attended the Des Moines MPO executive committee meeting. Of greatest important was receiving news that the MPO received a Safe Streets for All Grant from the federal government in the amount of $4.62 million. This was my final executive committee meeting as it simply didn't work for my schedule and I wasn't able to give it my full attention (Thursdays are court service days). Further, it was my understanding when I took the position that cities in the subareas would rotate every two years and my two years was up. Thus, I ceded my position to another suburb (Clive).
- On November 11th I attended the Veteran's Day celebration. As always, Councilor Skeries did a wonderful job putting it together. Thank you to all of the volunteers that made it possible, as well.
- On November 18th, I attended MAC with Councilor Harms and we heard from Polk County Emergency Management about the future of their funding. MAC unanimously supported EMA's proposal to have the EMA funded by the county general supplemental levy.
- On November 19th, the MAC social issues committee, which consists of Urbandale Councilor Croll, Supervisor Connolly, Mayor Clarke and Mayor Boesen, met. There had long been discussion about an inventory of affordable housing getting done and it did get done. It's here: https://www.pchtf.org/_files/ugd/ba4e6e_2c69059209884aa1be4a277cae4a0822.pdf. The future conversation is: What is a clear definition of affordable housing? Do cities have a policy around affordable housing? If not, do they want affordable housing? If they have a goal around

affordable housing, how do you get there? What are the region's goals for affordable housing? We have a targeted plan we're bringing to MAC in the future.

- Later, I attended the Polk County EMA, where we voted on their funding source. This was not popular with the BOS and the Sheriff but the decision was made to move them to the general supplemental levy.
- On November 20th I attended the MPO Policy Committee where we conducted the executive director review for Dylan Mullenix. He got excellent marks and we're lucky to have him in the position.
- November 26th, attended economic development committee for elected officials and public works committee meeting, both of which you were provided the minutes for.
- On December 5th we had an introductory sit down with new council member Barry and discussed how things were supposed to work. Staff introductions, budgets, administration, etc. A lot to cram in a few hours.
- I also got sworn in by Mayor Andeweg. Thank you to Mayor Edwards also, for attending, along with staff and of course, my family, councilors and especially Lauren, who invited Mayor Edwards:

- I attended Windsor Wonderland on December 6th. Wonderful event and thanks to Councilor Harms and Lauren and staff for all of their hard work in putting together such a special evening.
- MAC was cancelled on December 9th.
- On December 10th I attended the MIALG holiday party, where I concluded my position as chair. I turned the gavel over to Mayor Elrod of Bondurant and Mayor Dierenfeld was elected vice chair.
- On December 11th I attended the public safety committee meeting via Zoom. You received minutes of that meeting. That was the last meeting of December I attended (and that was scheduled). Happy Holidays.

STAFF REPORT
CITY COUNCIL
January 20, 2026

TO: CITY COUNCIL

FROM: Nate Leuthold, Deputy City Clerk

SUBJECT: Code Enforcement : Q4 2025 Report

GENERAL INFORMATION

ATTACHMENTS

1. Code Enforcement Staff Report Q4 2025

DEPUTY CITY CLERK
1145 66th Street, Suite 1
Windsor Heights, Iowa 50324
Ph: 515-645-6826
Email: nleuthold@windsorheights.org

To: City Administrator Adam Plagge
From: Deputy City Clerk Nate Leuthold
Date: January 2, 2025
Re: Code Enforcement : Q4 2025 (10/1/25-12/31/25)

CODE ENFORCEMENT

Please see the report below for Q4 of 2025 for code enforcement. Note: some irrelevant sections (e.g. rental inspections) have been omitted from this report for simplicity and clarity, but they may appear in future reports.

Code Enforcement Items				
Request Type	Period 10/1/2025-12/31/2025			
	Total Requests			
	Submitted During Period	Closed During Period	Avg. Days to Close a Request	Total In Progress (as of 1/2/26)
Abandoned / inoperable motor vehicles on private property	6	5	10	1
Dead or diseased trees	1	3	337	4
Drainage problems on private property	1	2	100	0
Nuisance or junk / debris / garbage	5	5	102	3
Other	1	1	1	0
Signs	2	2	3	0
Snow not cleared from sidewalks or parking areas	5	5	6	0
Tree trimming or tree removal on private property	0	2	37	2
Unsafe building or structure	1	1	832	4
Vehicles parked on grass	7	9	33	1
Weeds / tall grass	1	6	7	1
Total:	**30**	**41**	**35**	**16**

OVERVIEW

More “Dead or diseased trees” issues were resolved due to the tree removal program, leaving just a couple of newer ones to be checked in on next year (property owners have been preemptively notified). Our hope is that the tree removal program continues to assist in the enforcement of these types of nuisances.
A year-end audit of nuisances resulted in the resolution of some old nuisances that had been completed, but not closed, and/or the combining of multiple nuisances against singular properties into one ticket for more streamlined tracking. Some of these tickets were quite old, which is why you see unusually high days to close requests across various categories such as Dead or diseased trees, Unsafe building or structure, etc. I excluded these high day counts from the Total average so that the total was less skewed. With the longer-term items included, the average was closer to ~74 days.
Overall, enforcement continues to go well with minimal pushback.