AGENDA

REGULAR MEETING OF THE
WINDSOR HEIGHTS CITY COUNCIL
Monday, February 5, 2024 - 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. **Active Threat Presentation** Public Safety will be holding an active threat presentation prior to the meeting beginning at 5:30 PM. No official business shall be discussed prior to the call to order. The public is welcome to attend.

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

3. **Approval of the Agenda**

4. **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.

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

   A. Approve Minutes of the Regular Council Meeting on January 16, 2024

   B. Approve Finance Reports

   C. Approve Liquor License - Sam's Club #6344 - 1101 73rd St

   D. Approve Total Resource Campaign Agreement with the Urbandale Chamber of Commerce

   E. Approve Resolution No. 2024-08 A Resolution Approving Committee Appointments

   F. Approve Resolution No. 2024-09 Waiving CEC Fees for The Iowa DOT's Meetings April 16th and July 16th, 2024

   G. Approve Resolution No. 2024-10 Waiving CEC Fees for UpLift's Community Conversation Event May 15th, 2024

6. **Non-Consent Agenda:**

   A. Discuss FY25 City Budget including Capital Improvement Plan and Equipment Replacement Plan

7. **Reports:**

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.

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

i Mayor's Report

8. **Closed Session** Closed Session pursuant to Iowa Code section 20.17(3), Negotiating sessions, strategy meetings of public employers, mediation, and the deliberative process of arbitrators shall be exempt from the provisions of chapter 21.

9. **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.

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

SUBJECT: Approve Minutes of the Regular Council Meeting on January 16, 2024

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. 1.16.24 Regular Council Meeting Minutes

City of Windsor Heights Regular Business Meeting Minutes
Tuesday, January 16, 2024 - 6:00 PM
WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST

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

   Mayor Jones called the meeting to order at 6:00 PM. Council members present: Susan Skeries, Michael Libbie, Lauren Campbell, and Threase Harms. Joseph Jones arrived at Agenda Item 4 Consent Agenda. Staff present: City Administrator Adam Plagge, City Clerk Adam Strait, Deputy City Clerk Nate Leuthold, City Attorney Erin Clanton, Public Works Director Jason Roberts, Public Works Supervisor Andy Larson, Police Chief Pete Roth, and Finance Director Rachelle Swisher

2. **Approval of the Agenda**

   Motion by Susan Skeries to APPROVE. Seconded by Threase Harms . Motion passed 4-0.

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.

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

   Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

   A. Approve Minutes of the Regular Council Meeting on December 18, 2023

   B. Approve Financial Reports

   C. Approve Liquor License - Wal-Mart Supercenter #1764 - 1001 73rd Street

   D. Approve Liquor License - Kum & Go # 4098 - 7229 University Avenue

   E. Approve Liquor License - Wal-Mart Supercenter #1764 - 1001 73rd Street

   F. Approve Liquor License - Hy-Vee Fast and Fresh - 7220 Hickman Road

   G. Approve Resolution No. 2024-01 - A Resolution Approving Placement of No Parking Signs on the Cul-De-Saks Bulbs of Del Matro Ct and 80th Ct

   H. Approve Resolution No. 2024-06 - A Resolution to Appoint Members and Alternate Members to the Polk County Emergency Management Commission

I. Approve Resolution No. 2024-05 - A Resolution to Appoint a Member and Alternate Member to the Polk County 911 Service Board

J. Approve Resolution No. 2024-07 - A Resolution Approving Metro Waste Authority Primary Board and Alternate Board Appointments

K. Approve Resolution No. 2024-03 - A Resolution Naming the Des Moines Register as the City's Official Newspaper

L. Approve Resolution No. 2024-04 - A Resolution Naming City Depositories and Deposit Limits

M. Approve Amendment #001 to Agreement for Professional Services Between City of Windsor Heights and Bolton & Menk, Inc. - 2024 RAISE Grant Application

N. Approve 68th Street Reconstruction Pay Request 7

O. Approve 2023 Colby Park Improvements Change Order 1

P. Approve 2023 Colby Park Improvements Pay Request 1

Q. Approve 2023 Mairner, Crocker and Sunset HMA Resurfacing Project Change Order 1

R. Approve 2023 Mairner, Crocker And Sunset HMA Resurfacing Pay Request 4 - Final

S. Approve 2023 Mairner, Crocker And Sunset HMA Resurfacing Project Certificate of Completion

5. **Non-Consent Agenda:**

A. Consideration of Windsor Heights Foundation Support Request for the 2024 Nights in the Heights Concert Series in the Amount of $15,000

Adam Plagge stated this item is for discussion only. This request will be considered for FY25 budget. Mark Ahrends, President of the Windsor Heights Foundation, spoke to the Council. The Foundation would like the City to be the primary sponsor for Nights in the Heights, an event that brings thousands of attendees and creates a networking opportunity for neighbors. This is an increased ask amount over previous years. The

Foundation expects the request to decrease next year after the Foundation partners with the Chamber's fundraising campaign. Council agreed the request would be discussed at the February meeting of the Special Events Committee, who will send a recommendation to the Finance Committee.

B. Consideration Resolution No. 2024-02 - A Resolution Authorizing the City of Windsor Heights to Submit an Application for Funding from the Federal Surface Transportation Block Grant Set-Aside Program to the Des Moines Area MPO for the Partial Funding of the Construction of Greenbelt Trail Reconstruction and Further Approving the Application Which Obligates the City of Windsor Heights to Matching Funds for the Construction of Said Project

Motion by Susan Skeries to APPROVE. Seconded by Threase Harms. Motion passed 5-0.

C. Consideration of Resolution No. 2023-67 - A Resolution Approving Updating the CEC Guidelines and Information for the City of Windsor Heights

Nate Luethold presented the proposed CEC Guidelines. Discussion revolved around the Community Center's profitability, affordability, and fees associated with running the center, such as cleaning fees and how to charge the fee to the renter. Council direction was to hold a work session on the guidelines at a future date before bringing them back to Council for adoption.

D. Consideration of Resolution No. 2023-64 - A Resolution Approving an Updated Fee Schedule for the City of Windsor Heights

Motion by Threase Harms to APPROVE Resolution No. 2023-64 - A Resolution Approving an Updated Fee Schedule for the City of Windsor Heights except for the Community Center fees. Seconded by Susan Skeries. Motion passed 5-0.

E. Consideration of University Avenue Pole Banners

Council came to an agreement on Option C and to remove the tagline "Heart of It All" from the City logo as it was unable to be read due to the font and size.

6. **Reports:**

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

Mike Jones - Will send out Finance Committee notes later. The MPO is discussing light rail and Windsor Heights would be a potential stop. Will be meeting with One Million Trees to discuss tree planting initiatives.

Threase Harms - Gave a MAC update, Windsor Wonderland update - The Committee is collecting artificial trees for a special project with more information to come, The legislator started last Monday, The League of City sends out updates and you can sign up to receive those on their website, A storm water bill meeting is coming up on January 17th which would have impacts to the City, Working on securing RAISE grant support letters

Lauren Campbell - Thank you to the Fire Department for handling the fire on January 15th, Special thanks to Susan Skeries for coordinating resources for firefighters, Thank you to Public Works for clearing snow, Special Events update - they are planning a sponsorship campaign with the Chamber for the upcoming year.

Michael Libbie - Thank you to the Fire Department for their work on the fire

Joseph Jones - DART update - meetings are upcoming to discuss budget

Susan Skeries - Has been attending Chamber ribbons cuttings and events representing the City, Is working with the Chamber on sponsorship requests, Metro Waste Authority Executive Meeting update - There will be a 4 cents increase in recycling fees and the solid waste fee changes will be shared later, Attend Catch Des Moines' Caucus backstage tour, Special Events will be meeting Friday, January 19th, Congratulations to those who received awards at the annual awards dinner - Collin Melody: Most Improved, Brian Jones: Medic of the Year, Brett Merseal: Firefight of the Year, Thanks to the Fire Department for fighting the fire on the 15th and Public Works for assisting, Thanks to Lauren Campbell for providing shelter in the cold weather, Thanks to the Chamber for helping organize foods, Join Talk with Officials on January 27, sign up is required through the Chamber

i Fire Report

ii Police Report

7. **Adjourn**

Motion by Threase Harms to adjourn at 7:26 PM. Seconded by Susan Skeries. Motion passed 5-0

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Mike Jones, Mayor

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Adam Strait, City Clerk

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM: Rachelle Swisher, Finance Director

SUBJECT: Approve Finance Reports

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. CLAIMS REPORT

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ALL STAR CONCRETE	68TH ST PAY REQUEST #7		193,803.63	56373	1/16/24
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES		122.81	56348	1/16/24
AMERIGROUP	AMBULANCE OVERPAYMENT		380.49	56349	1/16/24
AMERITAS LIFE INS. CORP.	VISION INS	314.44		4657	1/15/24
AMERITAS LIFE INS. CORP.	DENTAL INS	3,281.16		4658	1/15/24
AMERITAS LIFE INS. CORP.	VISION INS	262.00	3,857.60	4689	1/17/24
ASSURITY	ASSURITY		834.38	4693	1/17/24
BANKERS TRUST COMPANY	CC FEES	87.51		4659	1/15/24
BANKERS TRUST COMPANY	CC FEES	50.02		4660	1/15/24
BANKERS TRUST COMPANY	CC FEES	19.90		4661	1/15/24
BANKERS TRUST COMPANY	See Vendor Activity Report	5,781.21	5,938.64	56351	1/16/24
BAXTER, LISA	SIDEWALK GRANT PROGRAM		535.00	56352	1/16/24
BOLTON & MENK	COLBY PARK DESIGN		28,203.00	56374	1/16/24
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES		2,372.87	56353	1/16/24
CALIBER CONCRETE LLC	COLBY PARK 2023 PAY REQUEST #1		158,983.98	56375	1/16/24
DES MOINES WATER WORKS	1133 66TH ST		72.05	56354	1/16/24
DM BUSINESS SERVICES LLC	TECH SERVICES		640.00	56355	1/16/24
ESRI	GIS ANNUAL SUBSCRIPTION		1,260.00	56356	1/16/24
FEDERAL TAX DEPOSIT	FED/FICA TAX	28,354.44		4690	1/17/24
FEDERAL TAX DEPOSIT	FED/FICA TAX	27,587.38	55,941.82	4697	1/31/24
FIRE SERVICE TRAINING BUREAU	BOOK FOR TRAINING		79.15	56357	1/16/24
GALLS INC	CLOTHING ALLOWANCE		150.94	56358	1/16/24
GWORKS	GWORKS LICENSE		873.00	56359	1/16/24
ICMA RETIREMENT TRUST	ICMA	423.19		4687	1/17/24
ICMA RETIREMENT TRUST	ICMA	1,331.49		4694	1/17/24
ICMA RETIREMENT TRUST	ICMA	419.83	2,174.51	4696	1/31/24
INROADS LLC	2023 HMA OVERLAY FINAL REQUEST		8,607.05	56376	1/16/24
IPERS	PROTECT IPERS	34,074.91		4686	1/17/24
IPERS	HEALTH PRETAX	32.50	34,107.41	4695	1/31/24
ISOLVED BENEFIT SERVICES	FLEX CLD BENEFI	578.85		4691	1/17/24
ISOLVED BENEFIT SERVICES	FLEX - BENEFITS	1,829.23	2,408.08	4698	1/31/24
KELTEK INCORPORATED	REPLACEMENT BODY CAMERAS		2,764.05	56360	1/16/24
KOCH OFFICE GROUP	PD ANNUAL COPIER AGREEMENT		869.11	56361	1/16/24
MANHATTANLIFE	MANHATTAN LIFE		288.74	4692	1/17/24
MCGILL, PAT	SIDEWALK GRANT PROGRAM		470.00	56362	1/16/24
MIDAMERICAN ENERGY	6900 SCHOOL ST	35.57		4662	1/15/24
MIDAMERICAN ENERGY	6900 SCHOOL ST STAGE	119.95		4663	1/15/24
MIDAMERICAN ENERGY	6900 SCHOOL ST CEC	672.53		4664	1/15/24
MIDAMERICAN ENERGY	1145 66TH ST	315.79		4665	1/15/24
MIDAMERICAN ENERGY	1133 66TH ST	957.49		4666	1/15/24
MIDAMERICAN ENERGY	7116 UNIV AVE	26.72		4667	1/15/24
MIDAMERICAN ENERGY	6800 SCHOOL ST	223.19		4668	1/15/24
MIDAMERICAN ENERGY	6900 SCHOOL ST	399.94		4669	1/15/24
MIDAMERICAN ENERGY	7001 UNIV AVE	27.46		4670	1/15/24
MIDAMERICAN ENERGY	6300 UNIV AVE	30.49		4671	1/15/24
MIDAMERICAN ENERGY	6410 HICKMAN RD	29.00		4672	1/15/24
MIDAMERICAN ENERGY	1804 73RD ST	10.16		4673	1/15/24
MIDAMERICAN ENERGY	1443 73RD ST	10.00		4674	1/15/24
MIDAMERICAN ENERGY	6440 HICKMAN RD	78.98		4675	1/15/24
MIDAMERICAN ENERGY	2227 63RD ST	29.74		4676	1/15/24
MIDAMERICAN ENERGY	6739 UNIV AVE	138.87		4677	1/15/24
MIDAMERICAN ENERGY	7290 UNIV AVE	29.00		4678	1/15/24
MIDAMERICAN ENERGY	6540 UNIV AVE	206.75		4679	1/15/24
MIDAMERICAN ENERGY	STREET LIGHTS	3,178.84		4680	1/15/24

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
MIDAMERICAN ENERGY	1601 73RD ST	14.84		4681	1/15/24
MIDAMERICAN ENERGY	951 73RD ST	20.49		4682	1/15/24
MIDAMERICAN ENERGY	1140 73RD ST	31.87		4683	1/15/24
MIDAMERICAN ENERGY	801 73RD ST	27.68	6,615.35	4685	1/16/24
PITNEY BOWES CREDIT CORP	POSTAGE METER		152.22	4684	1/15/24
QPS EMPLYMENT GROUP	DOUGLAS, LOUIS 1/6/24		284.58	56363	1/16/24
GANNETT IOWA LOCALIQ	PUBLICATIONS		692.55	56377	1/16/24
RELIASTAR LIFE INS CO	NISSEN		75.00	56378	1/16/24
ROE CONSULTING LLC	MEDICARE REVALIDATION		825.00	56364	1/16/24
ROETMAN, JOE	CLOTHING ALLOWANCE		145.56	56365	1/16/24
SAFE BUILDING COMPLIANCE	BUILDING INSPECTIONS		160.00	56366	1/16/24
SPOTFREE CAR WASH	CAR WASH		394.20	56367	1/16/24
STIVERS FORD	WHEEL ALIGNMENT		248.00	56368	1/16/24
TREASURER STATE OF IOWA	STATE TAX		8,370.39	4688	1/17/24
TRUCK EQUIPMENT INC.	TRUCK #8 REPAIRS		233.46	56369	1/16/24
VAN WALL EQUIPMENT	SUPPLIES		5.85	56370	1/16/24
WEST SIDE MECHANICS	REPAIRS E551		1,784.15	56371	1/16/24
WEX FLEET UNIVERSAL	FUEL		2,527.97	56379	1/16/24
ZIEGLER INC.	TROUBLSHOOT GENERATOR		290.08	56372	1/16/24
	Accounts Payable Total		528,542.67		

Payroll Checks

001	GENERAL	68,206.20
110	ROAD USE TAX	8,771.41
740	STORM WATER	2,031.36
	Total Paid On: 1/19/24	79,008.97
	Total Payroll Paid	79,008.97
	Report Total	607,551.64

CLAIMS REPORT
CLAIMS FUND SUMMARY

Payroll Checks: 1/09/2024- 1/31/2024

FUND	NAME	AMOUNT
001	GENERAL	186,683.66
110	ROAD USE TAX	28,617.51
112	EMPLOYEE BENEFITS	5,002.09
302	SIDEWALK PROGRAM	1,005.00
303	COLBY PARK	179,653.48
323	68TH ST	193,803.63
324	2023 HMA OVERLAY PROJECT	8,607.05
740	STORM WATER	4,179.22
	TOTAL FUNDS	607,551.64

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK CD	GL ACCOUNT	1099	NET	CHECK	PD DATE
			58 BANKERS TRUST COMPANY							
01152024	1	1/15/24		CC FEES		001-620-6405		19.90	4661	1/15/24 E
01152024 1	1	1/15/24		CC FEES		001-620-6405		87.51	4659	1/15/24 E
01152024 2	1	1/15/24		CC FEES		001-620-6405		50.02	4660	1/15/24 E
01152024 3526	1	1/15/24		STORAGE UNIT		001-470-6499		25.99	56351	1/16/24
01152024 3526	2	1/15/24		POPCORN		001-470-6496		70.80	56351	1/16/24
01152024 3526	3	1/15/24		ZOOM		001-610-6507		31.98	56351	1/16/24
01152024 3526	4	1/15/24		ADOBE ACROBAT		001-615-6507		251.91	56351	1/16/24
01152024 3534	1	1/15/24		GINGERBREAD HOUSES		001-470-6498		64.20	56351	1/16/24
01152024 3534	2	1/15/24		CONSTANT CONTACT		001-620-6373		81.00	56351	1/16/24
01152024 3534	3	1/15/24		OFFICE SUPPLIES		001-620-6506		12.78	56351	1/16/24
01152024 3534	4	1/15/24		ADAM S CLERK SCHOOL		001-620-6230		256.00	56351	1/16/24
01152024 8425	1	1/15/24		TEMPERATURE SOLENOIDS E551		001-150-6332		97.78	56351	1/16/24
01152024 8425	2	1/15/24		MEDICARE APPLICATION FEE		001-160-6413		688.00	56351	1/16/24
01152024 8425	3	1/15/24		LIVE SAVING AWARDS		001-150-6506		732.00	56351	1/16/24
01152024 8425	4	1/15/24		CEVO AMB TRAINING KIT		001-160-6230		572.03	56351	1/16/24
01152024 8425	5	1/15/24		FD ANNUAL AWARDS		001-150-6506		409.97	56351	1/16/24
01152024 8425	6	1/15/24		OSB FOR LIVE FIRE TRNG		001-150-6230		65.70	56351	1/16/24
01152024 8425	7	1/15/24		LIVE FIRE TRNG HAY		001-150-6230		35.28	56351	1/16/24
01152024 8425	8	1/15/24		LEAF BLOWER		001-150-6504		149.24	56351	1/16/24
01152024 8433	1	1/15/24		RETURN		001-480-6511		44.99-	56351	1/16/24
01152024 8433	2	1/15/24		73RD ST		110-210-6407		360.29	56351	1/16/24
01152024 8433	3	1/15/24		END OF YEAR TRAINING		001-620-6230		902.22	56351	1/16/24
01152024 8433	4	1/15/24		SUPPLIES		110-210-6504		48.79	56351	1/16/24
01152024 8433	5	1/15/24		CEC TABLES		001-480-6511		32.56	56351	1/16/24
01152024 8433	6	1/15/24		CEC TABLES		001-480-6310		101.88	56351	1/16/24
01152024 9969	1	1/15/24		SKERIES ANNUAL DINNER		001-610-6240		450.00	56351	1/16/24
01152024 9985	1	1/15/24		ARMORER SCHOOL		001-110-6230		250.00	56351	1/16/24
01152024 9993	1	1/15/24		GPS RECEIVER		001-110-6504		135.80	56351	1/16/24
				BANKERS TRUST COMPANY				5938.64		
				***** REPORT TOTAL *****				5938.64		

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM: Adam Strait, City Clerk

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

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

None

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM:

SUBJECT: Approve Total Resource Campaign Agreement with the Urbandale Chamber of Commerce

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Incentive Schedule 2024
2. TRC Agreement city of WH

CASH SALES INCENTIVES

Description	Minimum	Value	Type
New Reward	...	...	...
$25 Check	$499	$25	cash
$25 Check	$899	$25	cash
$25 Check	$1,399	$25	cash
$25 Check	$1,799	$25	cash
$25 Check	$2,199	$25	cash
$25 Check	$2,799	$25	cash
$50 Check	$3,399	$50	cash
$50 Check	$4,499	$50	cash
$50 Check	$5,999	$50	cash
$50 Check	$6,999	$50	cash
$75 Check	$7,850	$75	cash
$75 Check	$8,850	$75	cash
Trip for One	**$9,899**	**$1,500**	**cash**
Trip for Two	**$12,999**	**$1,500**	**cash**
$75 Check	$13,750	$75	cash
$100 Check	$15,500	$100	cash
$100 Check	$17,900	$100	cash
Trip Upgrade	**$20,000**	**$250**	**cash**
$175 Check	$22,900	$175	cash
$200 Check	$27,900	$200	cash
$200 Check	$32,900	$200	cash
$200 Check	$35,000	$200	cash
$200 Check	$40,000	$200	cash
$200 Check	$45,000	$200	cash
$200 Check	$50,000	$200	cash
$500 Check	$55,000	$500	cash
$500 Check	$60,000	$500	cash
$500 Check	$65,000	$500	cash
$500 Check	$70,000	$500	cash
$500 Check	$75,000	$500	cash

BUDGET REDUCTION TRADE SALES INCENTIVES

$25 Check	$825	$25	other
$25 Check	$1,575	$25	other
$25 Check	$2,400	$25	other
$25 Check	$5,000	$25	other
$50 Check	$7,600	$50	other
$50 Check	$11,000	$50	other
$75 Check	$12,800	$75	other
Trip for One	**$18,000**	**$1,500**	**other**
Trip for Guest	**$22,500**	**$1,500**	**other**

TRADE (STUFF) SALES INCENTIVES

$25 Check	$1,500	$25	other
$25 Check	$2,500	$25	other
$25 Check	$5,000	$25	other
$25 Check	$7,600	$25	other
$50 Check	$11,000	$50	other
$50 Check	$12,800	$50	other
$75 Check	$14,500	$75	other

TRC Agreement

This letter of understanding is between the Urbandale Chamber of Commerce and the City of Windsor Heights.

The Urbandale Chamber of Commerce will use its web platform and fundraising campaign for all City of Windsor Heights event sponsorships. Volunteers will sell the sponsorships for the City of Windsor Heights through the end of March 2024.

Volunteers are paid an incentive for the sales they make through the last day of March. The Urbandale Chamber of Commerce will write a check to the City of Windsor Heights for the sponsorship funds collected less the volunteer incentives paid for those sponsorship sales. The reward schedule is attached.

The Urbandale Chamber agrees to:

- Add the sponsorships to the campaign
- Allow for additional training of TRC volunteers to learn more about Windsor Heights Opportunities.
- Invoice sponsoring businesses and collect the funds from the sponsorships.
- Write a check in July to the City of Windsor Heights for all funds collected less the incentives paid to volunteers.
- Write a check to the City of Windsor Heights at the end of each month thereafter for sponsorships that were not paid at the end of July.
- Send the City of Windsor Heights promotional information about the campaign to help spread the word to the WH businesses about the opportunity to support the community through these sponsorships.
- No incentives are paid to volunteers or staff after March 31, however the Chamber agrees to allow the City of WH to use the platform to secure sponsorships throughout the remainder of the year for renewal purposes.

The City of Windsor Heights agrees to:

- Add promotion about the campaign in the City's newsletter and/or social media platforms.
- Use the platform throughout the remainder of the year when securing sponsorships for WH events after the campaign. (This will allow for an easy renewal process in 2025 if the City of Windsor Heights chooses to continue to use the platform)

Either party may terminate this agreement with 30-days written notice.

Signed:

______________________________	______________________________
Urbandale Chamber of Commerce	City of Windsor Heights

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM: Mike Jones, Mayor

SUBJECT: Approve Resolution No. 2024-08 A Resolution Approving Committee Appointments

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Resolution No. 2024-08 A Resolution Approving Committee Appointments
2. EXHIBIT A - WH Master Committee List 2024

RESOLUTION NO. 2024-08

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 5th Day of February, 2024, that it hereby approves the Mayor's appointment of the individuals listed in Exhibit A.

Passed and Approved this 5th Day of February, 2024.

____

Mayor Mike Jones

Attest:

____

Adam Strait, City Clerk

Windsor Heights Master Committee List:

Updated 2/1/2024
Red = Vacant or Appointment Pending

Regional Committee Representatives		
Committee	**Primary**	**Alternate**
BRAVO	Lauren Campbell	Joseph Jones
Convention & Visitors Bureau (Catch DSM)	Susan Skeries	Joseph Jones
DART	Joseph Jones	Lauren Campbell
Iowa Confluence Water Trails (ICON)	Michael Libbie	Threase Harms
Metro Waste Authority (MWA)	Susan Skeries	Threase Harms
Metro West Improvement (aka Housing)	Joseph Jones	Susan Skeries
Metropolitan Advisory Council (MAC)	Mike Jones & Threase Harms	Michael Libbie
Metropolitan Planning Organization (MPO)	Mike Jones	Michael Libbie
MPO Technical Committee	Justin Ernst	Jason Roberts
One Million Trees Steering Committee	Susan Skeries	N/A
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 Homeless Coordinating Council (HCC)	Joseph Jones	Susan Skeries
School District Liaison	Threase Harms	Lauren Campbell
Sister Cities Commission	Ricki King	N/A
Walnut Creek WMA	Jason Roberts	Threase Harms

Board of Adjustment		
Member	**E-Mail**	**Term Expiration**
Chaden Halfhill (Chair)	chaden@silentrivers.com	12/31/2025
Donna Markley (Vice Chair)	donna@markrick.com	12/31/2024
John Villotti	villottij@gmail.com	12/31/2026
Carole Tillotson	caroletillotson@msn.com	12/31/2028
Paul Walter	paulmwalter@gmail.com	12/31/2028

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	**E-Mail**	**Term Expiration**
Geoffrey Wood (Chair)	geoffinwindsorheights@gmail.com	12/31/2025
David Ferree	daferree@gmail.com	12/31/2027
Diane Foss	dianelfoss@gmail.com	12/31/2025
Georgie Libbie	georgielibbie@gmail.com	12/31/2025
Bob Bishop	mrb14u@earthlink.net	12/31/2027
Tyler Holtorf	holtorf.tyler@iconbuilt.com	12/31/2025
Donna Mueller	dmmueller@gmail.com	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	**Michael Libbie (Chair)**
Admin Adam Plagge	Chamber Rep (Justin/Tiffany)	Zac Bales-Henry
Brian Sheriff (Colby)	Betty Ridout (BT)	Katie Lord (Mid-American)
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 Committee		
Mike Jones	**Threase Harms (Chair)**	Michael Libbie
Clerk Adam Strait	Kurt Bowermaster	Admin Adam Plagge
Purpose: The Communications Committee reviews the City's communications plan and makes recommendations for improvement to the City Council. 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	
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	Michael Libbie
Director Jason Roberts	**Sup. Andy Roberts (Chair)**	Dave Burgess
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	Clerk Adam Strait	WH Foundation Rep.
Chamber Rep (Justin/Tiffany)		
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.		

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM: Nate Leuthold, Deputy City Clerk

SUBJECT: Approve Resolution No. 2024-09 Waiving CEC Fees for The Iowa DOT's Meetings April 16th and July 16th, 2024

GENERAL INFORMATION

The Iowa DOT is requesting the fees to be waived for their rentals of the Windsor Heights Community Center on Monday, April 16th, 2024, from 10 AM to 2 PM and Monday, July 16th, 2024, from 10 AM to 2 PM. The Iowa DOT is holding their Statewide Traffic Incident Management Committee meetings. Our own Police Chief Roth is a member of this Committee. They would like to use the 2/3 space in the Community Center in order to use the AV system for their presentations. The fee for the rental (with the typical nonprofit discount) is $704 per date.

SUMMARY

ATTACHMENTS

1. Resolution Waiving CEC Fees for The Iowa DOT's Meetings April 16th and July 16th, 2024

RESOLUTION NO. 2023-43

A RESOLUTION WAIVING CEC FEES FOR THE IOWA DEPARTMENT OF TRANSPORTATION'S STATEWIDE TRAFFIC INCIDENT MANAGEMENT COMMITTEE MEETINGS ON APRIL 16TH, 2024, AND JULY 16TH, 2024

WHEREAS, The Iowa Department of Transportation (DOT) will be holding its Statewide Traffic Incident Management (TIM) Committee meetings on April 16th, 2024 & July 16th, 2024; and

WHEREAS, Iowa DOT will be using the Windsor Heights Community Event Center for this event; and

WHEREAS, The Iowa DOT 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 April 16th, 2024, & July 16th, 2024, rentals of the Windsor Heights Community Event Center by The Iowa DOT be waived.

Passed and approved this 5th day of February, 2024.

____
Mike Jones, Mayor

____
Adam Strait, City Clerk

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM: Nate Leuthold, Deputy City Clerk

SUBJECT: Approve Resolution No. 2024-10 Waiving CEC Fees for UpLift's Community Conversation Event May 15th, 2024

GENERAL INFORMATION

UpLift – The Central Iowa Basic Income Pilot is requesting the fees to be reduced to $500.00 for their rental of the Windsor Heights Community Center on Wednesday, May 15th from 2 PM to 7 PM (5 total hours). UpLift is holding a Community Conversation event. They would like to use the full space in the Community Center due to its location and accessibility. The fee for the rental (with the typical nonprofit discount) is $880.

SUMMARY

ATTACHMENTS

1. UpLift Windsor Heights City Council Request 1.8.24
2. Resolution No. 2024-10 Waiving CEC Fees for UpLift's Community Conversation Event May 15th, 2024

UpLift
The Central Iowa Basic Income Pilot

January 8, 2024

Dear Windsor Heights City Council,

On May 15th, 2024, UpLift – The Central Iowa Basic Income Pilot will host a Community Conversation event that will present an opportunity for interested participants to share their stories and experiences thus far in the pilot. Our team is in the process of reserving a space for the event and are interested in booking the Windsor Heights Community Center due to its location and accessibility. We would need the space reserved for five (5) hours which includes time for setting up and tearing down for the event. After factoring in the non-profit discount, the total rental price would be $880. We have hosted similar events at the Harkin Institute for a total rental price of $300 for an entire day. We are writing to ask for your consideration for our ability to rent the Windsor Heights Community Center for a lowered total cost of $500 for five hours of use.

We appreciate your consideration of our desire to be good stewards of the pilot's funds as we support our community engagement efforts.

Sincerely,

Ashley Ezzio, UpLift Senior Project Coordinator, ashley.ezzio@drake.edu
Michael Berger, UpLift Project Coordinator, michael.berger@drake.edu

RESOLUTION NO. 2023-43

A RESOLUTION WAIVING CEC FEES FOR UPLIFT – THE CENTRAL IOWA BASIC INCOME PILOT'S COMMUNITY CONVERSATION EVENT ON MAY 15TH, 2024

WHEREAS, UpLift – The Central Iowa Basic Income Pilot will be holding its community conversation event on May 15th, 2024; and

WHEREAS, UpLift – The Central Iowa Basic Income Pilot will be using the Windsor Heights Community Event Center for this event; and

WHEREAS, UpLift – The Central Iowa Basic Income Pilot is requesting that the City lower the total fees to $500.00 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 May 15th, 2024 rental of the Windsor Heights Community Event Center by UpLift – The Central Iowa Basic Income Pilot be reduced from $880.00 to $500.00.

Passed and approved this 5th day of February, 2024.

____
Mike Jones, Mayor

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Adam Strait, City Clerk

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM: Rachelle Swisher, Finance Director

SUBJECT: Discuss FY25 City Budget including Capital Improvement Plan and Equipment Replacement Plan

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. FY25 Budget No State Forms

WINDSOR HEIGHTS

the heart of it all

FY25 PROPOSED BUDGET

February 5, 2024

WINDSOR HEIGHTS
MAYOR & CITY COUNCIL

Mayor
Mike Jones

Mayor Pro-Tem
Susan Skeries

Councilor
Threase Harms

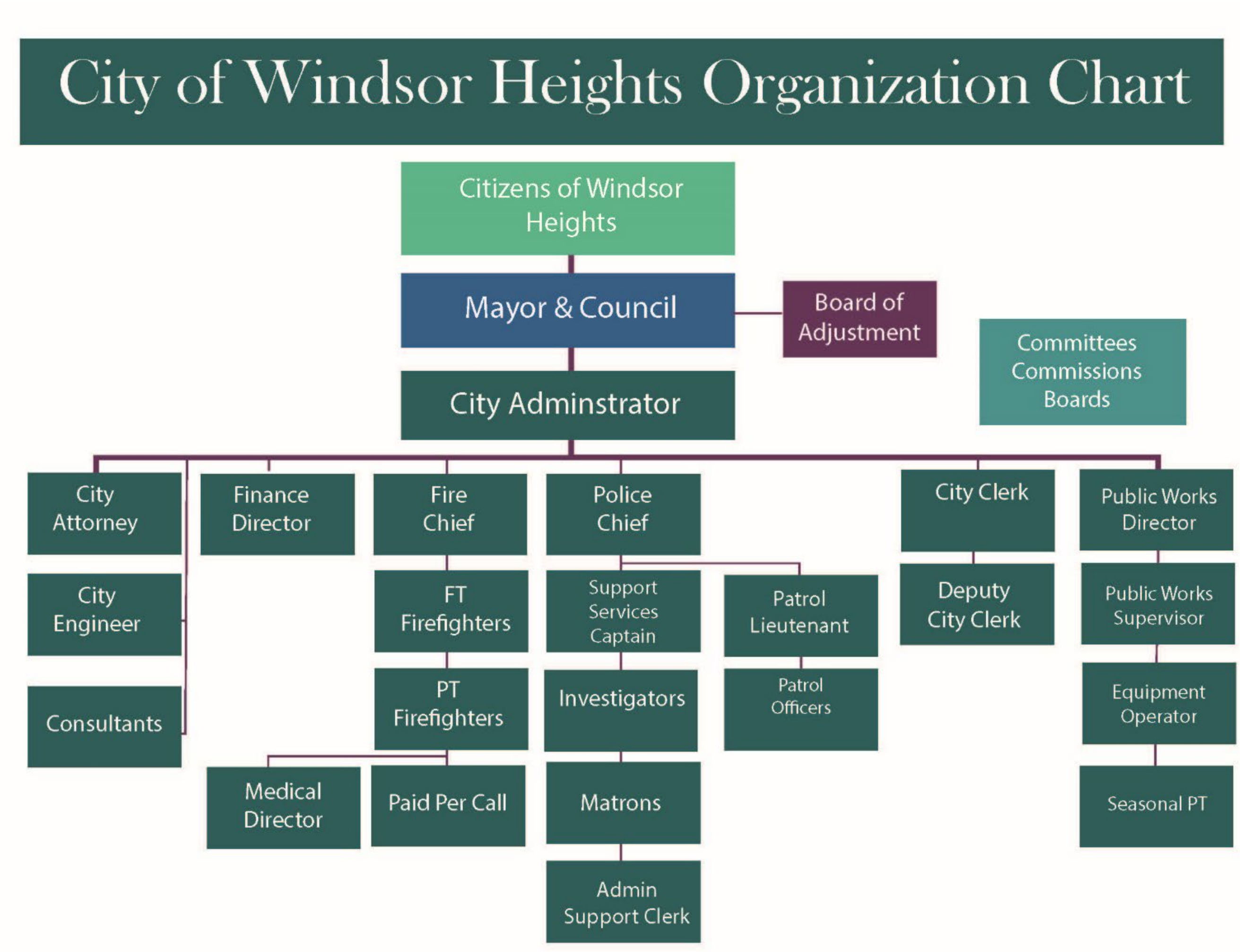
Councilor
Lauren Campbell

Councilor
Joseph Jones

Councilor
Michael Libbie

TABLE OF CONTENTS

ORGANIZATION CHART



FY25 BUDGET CALENDAR

State Law requires reporting of the FY25 City Budget by 4/30/24.

January 2024

1/12/24	Personnel & Finance Committee review draft CIP/ERP

February 2024

2/5/24	Budget Kickoff Meeting (w/updated CIP/ERP) to Council & Public Forum held.
2/6/24-2/16/24	Individual meetings with Council (if requested).
Week of 2/12/24	Personnel & Finance Committee review proposed budget.
2/19/24	A. City Council Budget/CIP/ERP Review Work Session. B. Council sets Capital Improvement Plan Public Hearing to be held on 3/4.
2/21/24	Notice is published for CIP Public Hearing. Add to website and all social media accounts.

March 2024

3/4/24	A. Capital Improvement Plan Public Hearing is held. B. Resolution for Capital Improvement Plan is approved. C. Council approves a Proposed Tax Rate Levy. D. Council sets Proposed Tax Rate Levy Public Hearing to be held on 4/1.
3/5/24	Finance Director informs DOM of Proposed Tax Rate Levy and date of Public Hearing
3/20/24	Notice is published for Proposed Tax Rate Levy Public Hearing. Add to website and all social media accounts.
Before 3/20/24	Mailing of Truth-in-Taxation Statements by County Auditor

April 2024

4/1/24	A. Public Hearing on Proposed Tax Rate Levy. (Special Council meeting) B. Set a date for the Budget Adoption Hearing to be held 4/15. (Regular Council meeting)
4/3/24	Notice is published for Budget Adoption Hearing. Add to website and all social media accounts.
4/15/24	A. Hold Public Hearing on Budget Adoption B. Adopt the FY25 Budget
4/30/24	Approved Budget certified to Iowa Dept. of Mgmt. and Polk County Auditor

COUNCIL GOALS & OBJECTIVES

Community Mission Statement

The mission of Windsor Heights is to provide our residents, businesses, and visitors with a safe environment and exceptional city services through a team-oriented and fiscally responsible approach in order to create a unique, sustainably vibrant community. (Adopted December 18, 2023).

Goal #1 – Focus City services, resources, and cooperative partnerships on creating and maintaining a safe community for all residents, businesses, and visitors.
Objective A: Recruit and train quality staff while maintaining adequate staffing levels in all departments, including 24/7 paramedic staffing.
Objective B: Implement policies and practices leading to clean air and protection of water resources – i.e. expanding anti-smoking initiatives and membership in Central Iowa Water Trails efforts.
Objective C: Replace aging vehicles and equipment and continue the transition to fuel efficient vehicles as practical.
Objective D: The City should work to become the employer of choice for our employees, and perspective employees, by ensuring alignment of wages, benefits, and employee support to create a positive and engaging work environment.

Goal #2 – Develop and implement processes to ensure delivery of exceptional City services.
Objective A: Pursue shared and contracted services with neighboring community partners in service delivery on recreational programming, and traffic signal operation and maintenance.
Objective B: Revise the City's code of ordinances to address outdated regulations.
Objective C: Improve the City's enforcement of nuisance violations in an effort to cleanup properties throughout the community.

Goal #3 – Protect the financial future of the City through reasonable and well-thought-out fiscal policies and adherence to generally accepted government finance practices.
Objective A: Update the Equipment Revolving Program (ERP) annually.
Objective B: Update the Capital Improvement Program (CIP) annually and periodically review and adjust utility capital improvement fund rates to generate sufficient revenue to implement scheduled CIP projects.
Objective C: Establish a standard budgeting process that will institute continuity that will allow multi-year analysis and decision-making.
Objective D: Receive a clean fiscal year audit report.
Objective E: Investigate and pursue new revenue streams.

Goal #4 – Create and maintain a high-functioning City team of elected officials, professional staff and volunteer board members via regular and pertinent training and continuing education opportunities.
Objective A: Review and revise the Council and employee handbooks.
Objective B: Identify and allocate resources to support ongoing employee training focused upon improving customer service.
Objective C: Develop a retention and succession plan to prepare for future employee turnover.

COUNCIL GOALS & OBJECTIVES

Goal #5 – Build a unique and sustainably vibrant community that contributes to the overall character of the Greater Des Moines region.
Objective A: Invest in art and culture opportunities unique to the region in cooperation with Bravo.
Objective B: Continue to invest in community events with community partners, including the Chamber of Commerce and provide funding to the Windsor Heights Foundation.
Objective C: Invest in community artwork.
Objective D: Continue implementation of the Colby Park plan; make decisions regarding what to do with Lions Park; pursue new trails and bike hub facility; and initiate discussion for establishing a new northeast park amenity.
Objective E: Consider policies and programs to expand and diversify the tree canopy of Windsor Heights both on public and private property.

Goal #6 – Pursue a comprehensive economic development strategy that supports a healthy business sector and contributes to a better overall quality of life.
Objective A: Explore partnership opportunities with the Chamber to attract and retain businesses aligned with feedback from the community survey.
Objective B: Build on the existing partnership with local development partners.
Objective C: Establish a source of funding in support of property redevelopment and rehabilitation. Specifically focus resources in support of minority-owned business grants.

Goal #7 – Plan and invest in City infrastructure to ensure the long-term viability of the community's roadways, utilities, parks, IT infrastructure and public facilities.
Objective A: Continue to update the Capital Improvement Plan for streets, sewers, parks, storm sewers, city facility improvements, sidewalks/trailways, flood mitigation and other large scale investments.
Objective B: Expand existing community recreation options and pursue partnerships with the schools and other community organizations.
Objective C: Complete a long-term public facilities plan.
Objective D: Implement a plan to address Walnut Creek bank stabilization.
Objective E: Focus capital resources on improving safety and availability of pedestrian facilities.
Objective F: Research and identify green technologies that could be made available to residents and businesses as a way of addressing environmental concerns.

Goal #8 – Pursue initiatives aimed at growing Windsor Heights as a diverse and inclusive community.

Objective A: Identify new and emerging housing sector needs and develop strategies to pursue.

Objective B: Continue to plan and hold new multi-cultural special events with community partners.

Objective C: Maintain City's commitment to unbiased policing and equal treatment of all residents regardless of age, race, sexual orientation, or physical disability.

Objective D: Pursue grant opportunities to encourage the growth of minority-owned businesses.

Goal #9 – Continually strive to better communicate with Windsor Heights residents to achieve the most transparent government and understand citizen viewpoints.

Objective A: Continue to communicate with residents through newsletters and look at other opportunities to communicate that will best serve the community.

Objective B: Maximize the use of social media to offer multiple methods of disseminating information to the public.

Objective C: Utilize marketing initiatives to show Windsor Heights is a destination for visitors in the Des Moines Metro.

Objective D: Continuously improve the City's website and data management processes to ensure relevant information is accessible to staff, elected officials and the public.

Objective E: Highlight programs in the metro area that can benefit Windsor Heights' residents; Metro Home Program, Storm Water Best Management Reimbursement Program, Neighborhood Finance Corporation, etc.

EXECUTIVE SUMMARY

The FY25 proposed budget has a focus on investment in needed street projects and providing our staff with the tools they need to continue the excellent services they provide. Highlights:

Proposed increase of fifty-five cents ($.55) to the Total Tax Levy Rate
The City has been actively working to maintain operational costs while appropriating funds for future capital needs. The city's FY25 general and special revenue levies are proposed to decrease by eleven cents ($.11). In order to pay for future infrastructure projects as scheduled in the draft CIP, the city will need to bond to pay for capital improvements projects increasing the FY25 debt levy by sixty-six cents ($.66). The combined result is a recommended increase to the City's levy rate of $.55 to $14.31525 per thousand of taxable valuation.

Change to FY25 Revenues (Figures 1 & 3)
Property tax revenues increased by 2.23%. This is less than the 3.2% increase in 2023 taxable valuation growth due to House File 718 which constrains revenue increases based on taxable valuation growth.

It is estimated that the LOST revenues will increase to $1,440,000. All other major revenue streams are expected to increase in FY25. See Figure 1 for a breakdown.

Total FY25 revenues are estimated at $11,387,241 - an overall increase of 10.01%. Proceeds from bonds are not included in this estimate.

City Controlled Enterprise & Capital Improvement Fees
On July 1, 2024, Storm Water fees are proposed to increase from $5.5 per Equivalent Residential Unit (ERU) to $9 per ERU to self-fund scheduled CIP stormwater projects.

The Water Capital Improvement Fee is not proposed to change from the current $2 per 1,000-gallons.

Franchise Fees are unchanged at 5% residential and 3% commercial.

The Annual Fee Schedule for calendar year 2024 went into effect on February 1, 2024.

Change to FY25 Expenses (Figures 2 & 4)
Total FY25 expenses (excluding Capital Projects, the ERP and Debt Service) are estimated at $7,743,709. FY24 expenses were estimated at $7,208,825. This is an increase of 7.41%. See Figure 2 for a breakdown of the expenses. Of note:

- Wages and Benefits show increases in all departments. Union employee wages are set to increase as per applicable labor contracts.
- General Insurance costs (through ICAP) are expected to increase 30% across all departments. Also set to increase is our Workers Compensation insurance by an estimated 35%.
- The Professional Services line within General Government, which includes Planning Services provided by Bolton and Menk, was increased due to the current economic development occurring within the city.

EXECUTIVE SUMMARY

Capital Investment Projects

The proposed Capital Projects for FY25 include 73rd Street - Phase 1, 68th Street South, Colby Park, the Public Works salt storage facility, and the Equipment Replacement Plan purchases.

- 73rd Street – Phase 1: Bonding for the project will occur in the Spring of FY24, but most of the construction on the project will occur in FY25.
- 68th Street South (full reconstruction) – Funding is still to be determined for this project. Bonding is recommended to occur in conjunction with the bonding for 73rd Street – Phase 1.
- Crack sealing of asphalt portions of University Ave will occur in FY25.
- PCC patching at 66th Street and Colby Ave will occur in FY25.
- Construction of the splash pad and the new playground at Colby Park will continue in FY25.
- Construction on the Public Works salt storage facility will start in FY24 and be completed in FY25.

ERP Purchases for FY25

The City's Equipment Replacement Plan (ERP) is a part of the FY25 budget which details plans for equipment needs for Police, Fire/EMS, Streets, IT, and the Community Center. Included are the following:

Police	
• Hybrid Investigation Fleet Vehicle	$ 60,000
Fire/EMS	
• Turnout Gear (2)	$ 7,500
Streets	
• Dump Truck #5 (approved in FY24)	$194,154
• John Deere 1445 Riding Mower	$ 38,000
• Tar Machine	$ 60,000
Total	$292,154
Systems & Technology	
• Workstations	$ 10,000
• Software – Camera	$ 7,000
Total	$ 17,000
Community Center	
• Solar Panels	$100,000
• Table Replacement – Phase 1	$ 40,000
Total	$140,000

Local Option Sales Tax (LOST)
LOST funds are to be dedicated at 50% to reducing property taxes and 50% for any other use. For FY25, these funds have been allocated to the CEC, Library, and the ERP. Unallocated funds can be used for any project.

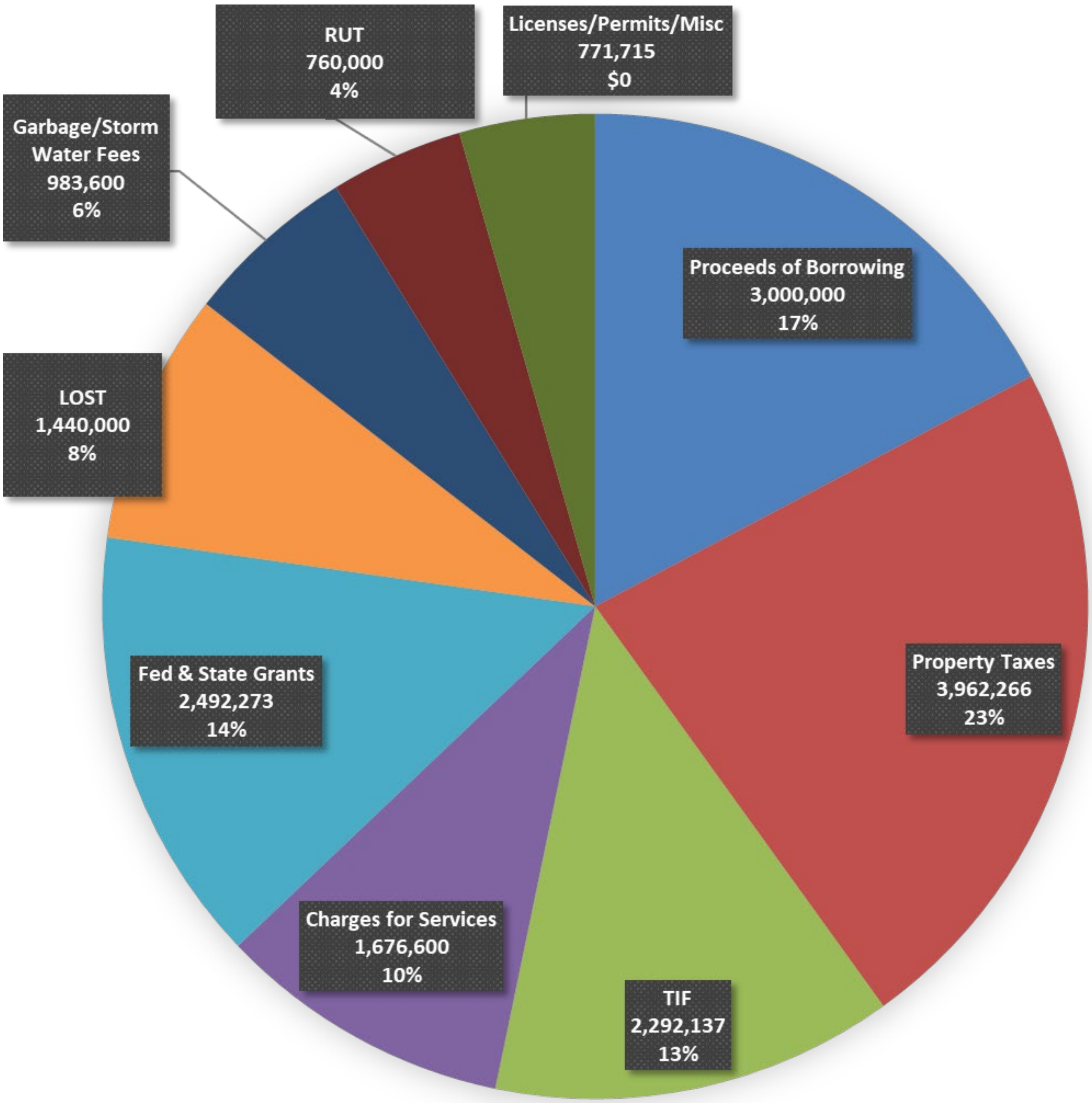
• Community Center	$ 30,000
• Library	$ 67,600
• Funding the Equipment Replacement Plan	$ 335,000
• Unallocated FY25	$1,007,400
Total	$1,440,000

Future Street Project Funds
Funds received and put in reserve for future street projects will remain unallocated until the Council approves their use. These funds must be used for Street Infrastructure Projects.

- Unallocated Balance in the Fund $1,682,958
  Of the balance, $1,108,740 must be used for TIF projects.

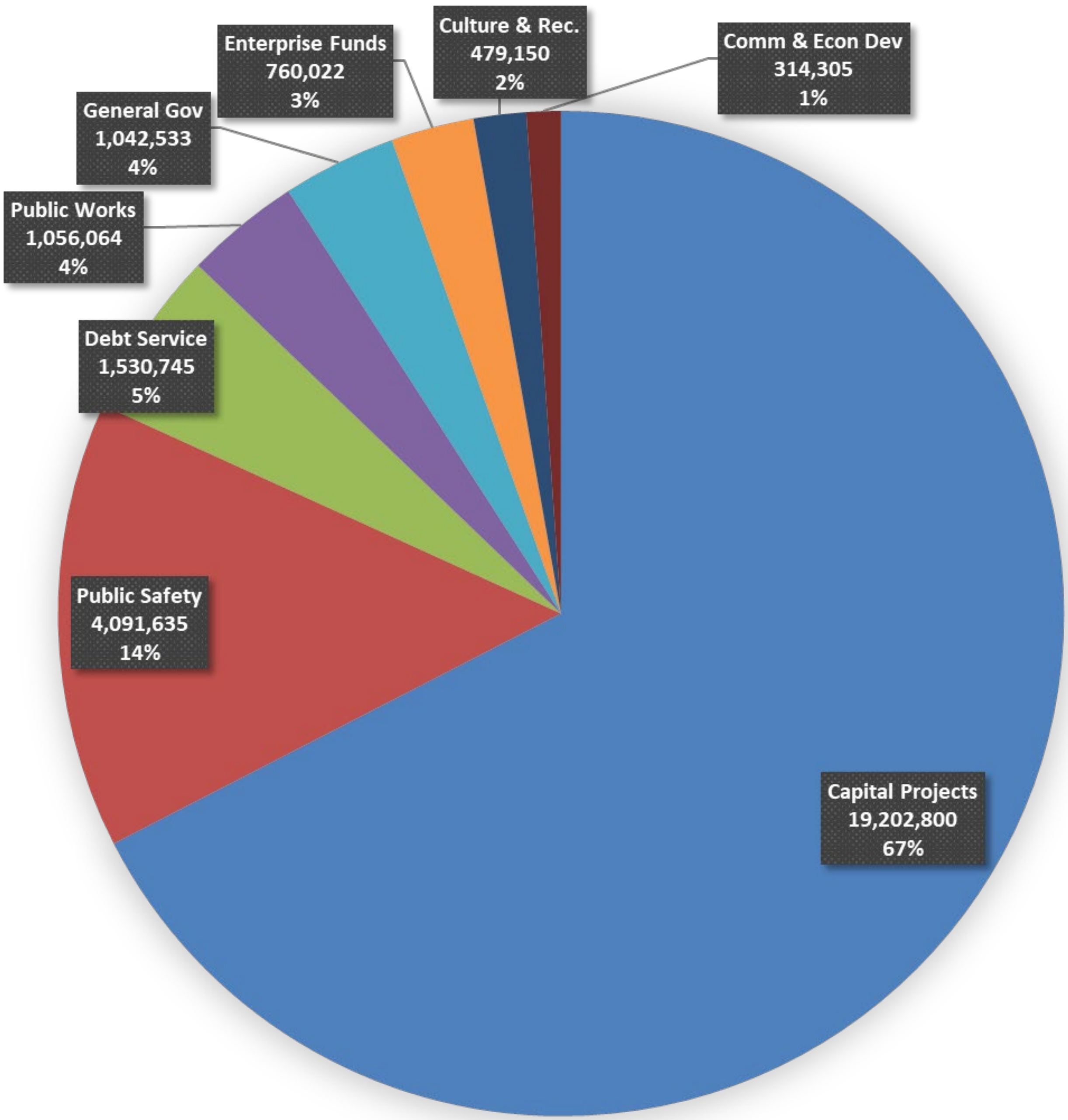
FY25 Budgeted Revenues

Figure 1



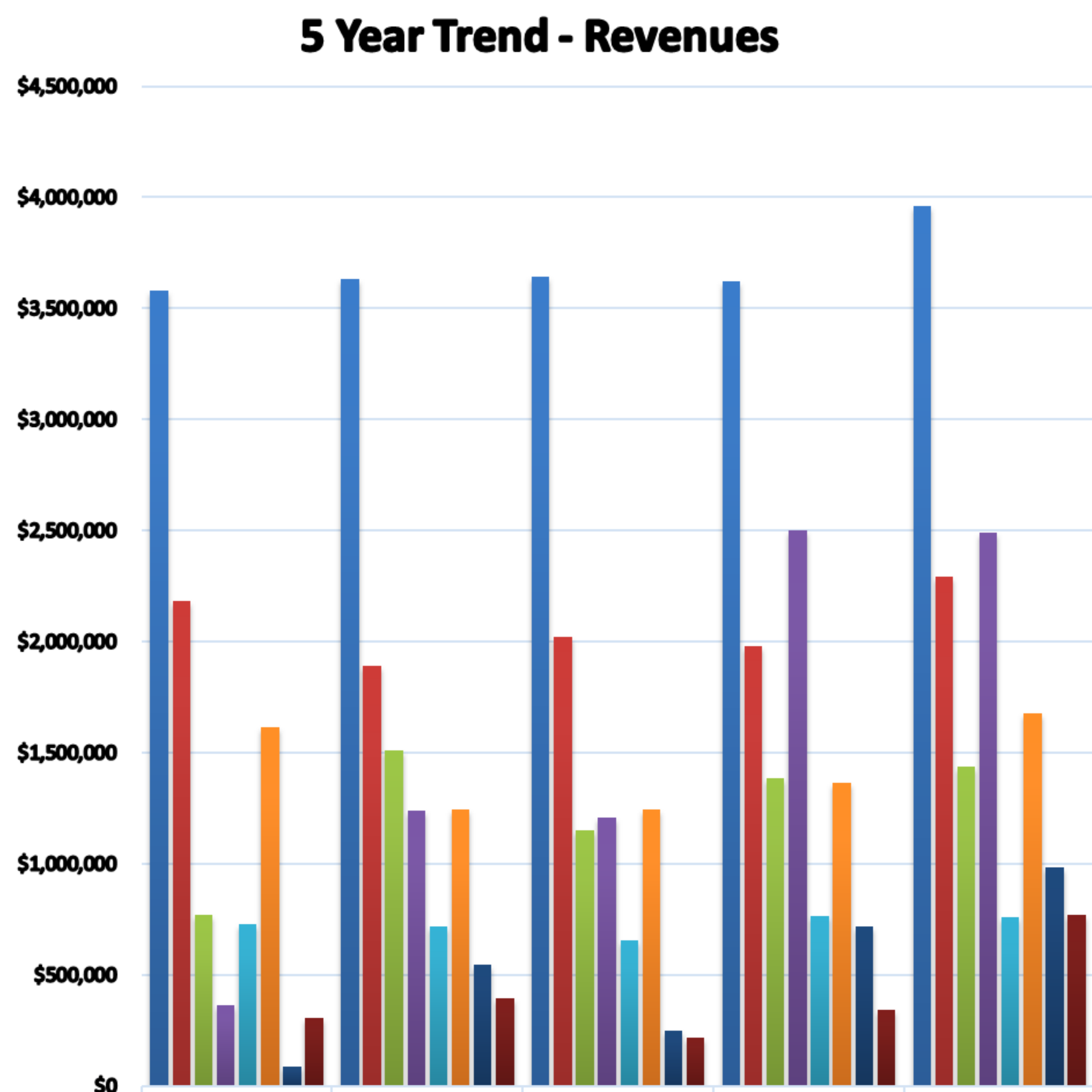
FY25 Budgeted Expenses

Figure 2



FINANCIAL SNAPSHOTS

Figure 3

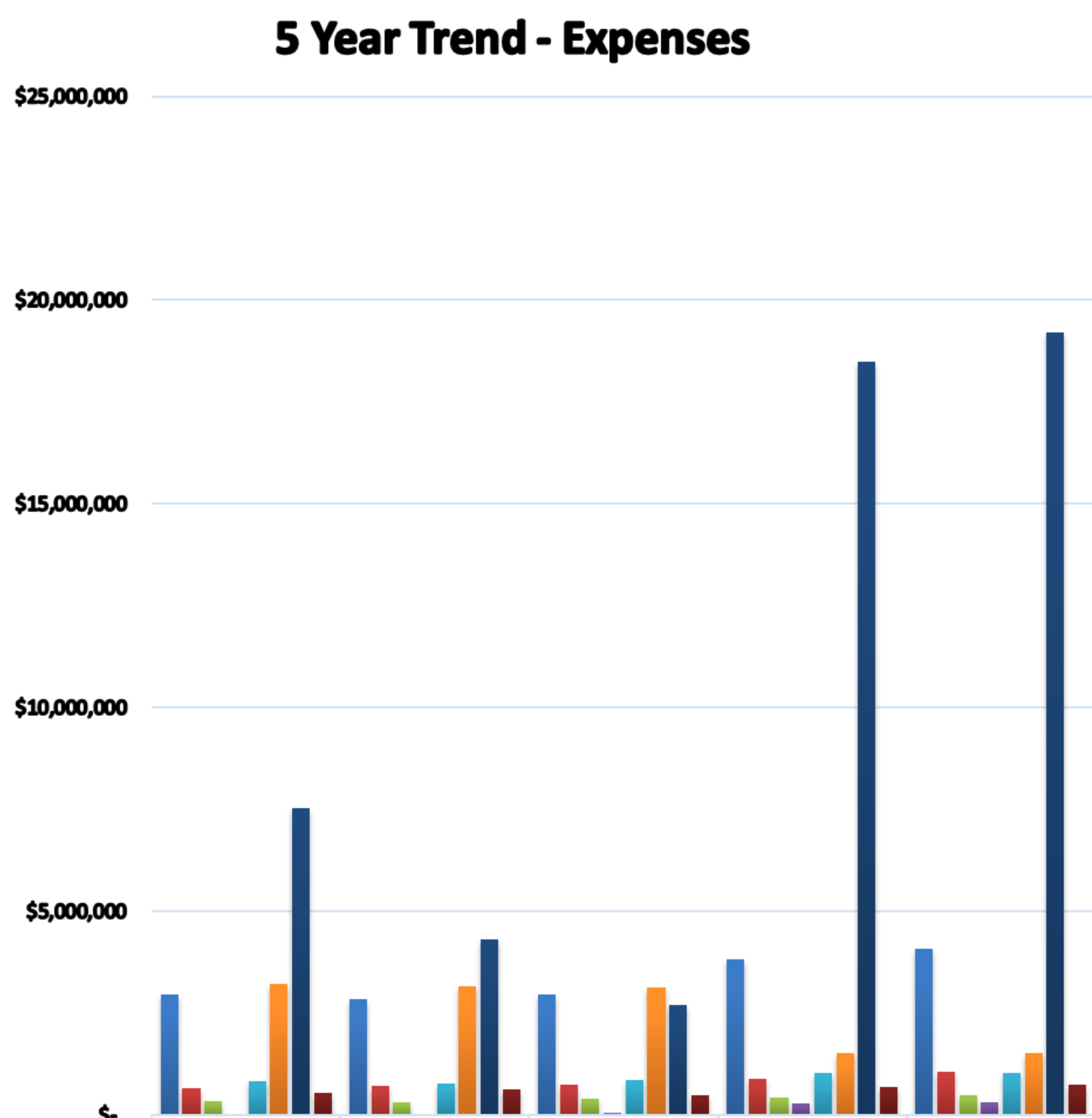


	FY21	FY22	FY23	FY24	FY25
Property Tax	$3,577,841	$3,629,863	$3,645,081	$3,623,685	$3,962,266
TIF	$2,182,532	$1,889,657	$2,023,310	$1,982,280	$2,292,137
LOST	$772,933	$1,509,448	$1,151,000	$1,384,052	$1,440,000
Fed & State Grants	$362,008	$1,238,108	$1,208,947	$2,501,782	$2,492,273
RUT	$727,359	$716,229	$656,500	$762,657	$760,000
Charges for Service	$1,616,840	$1,244,837	$1,246,500	$1,364,000	$1,676,600
Garb/Strm Wtr Fees	$85,769	$548,812	$246,812	$718,038	$983,600
Licenses & Permits	$304,888	$395,724	$216,000	$344,407	$771,715

Notes: FY21, FY22 & FY23 are Actual; FY24 is as Budgeted; FY25 is as Proposed

FINANCIAL SNAPSHOTS

Figure 4



	FY21	FY22	FY23	FY24	FY25
Public Safety	$2,951,207	$2,853,577	$2,964,809	$3,829,065	$4,091,635
Public Works	$651,916	$716,363	$742,168	$900,984	$1,056,064
Culture & Rec	$335,437	$309,073	$414,223	$436,335	$479,150
Comm & Econ Dev	$40,470	$8,208	$55,477	$286,372	$314,305
General Gov	$822,626	$788,403	$849,963	$1,047,245	$1,042,533
Debt Svc	$3,207,310	$3,153,792	$3,145,318	$1,525,109	$1,530,745
Capital Projects	$7,542,980	$4,317,862	$2,712,671	$18,496,223	$19,202,800
Enterprise Funds	$561,725	$622,647	$502,561	$702,894	$760,022

Notes: FY21, FY22 & FY23 are Actual; FY24 is as Budgeted; FY25 is as Proposed

Public Safety

The Police Chief and Fire Chief manage five budgets combined, including Police, Fire, EMS, Emergency Management, and Animal Control. These budgets support our public safety operations of Police, Fire, and EMS; and they provide funding for 28E agreements related to Emergency Management and Animal Control.

The Police Department currently employs fourteen (14) full-time employees and one (1) part-time employee. The Fire/EMS Department currently employs seven (7) full-time employees, nineteen (19) part-time employees, and three (2) paid-on-call employees.

Activity	FY23 Actual	FY24 Budgeted	FY25 Proposed	Change(%)
Salaries and Benefits	$2,384,957	$3,026,045	$3,213,765	6.20%
Training/Allowances/Dues	$48,377	$78,900	$80,910	2.55%
Building/Vehicle Repair & Maintenance/Communications	$162,200	$367,000	$409,410	11.56%
Professional Fees/Contributions & Payments	$152,703	$194,000	$198,000	2.06%
Operating Supplies	$70,093	$72,850	$86,350	18.53%
Emergency Management	$9,497	$9,570	$10,700	11.81%
Building Inspections	$53,261	$75,000	$75,000	0.00%
Animal Control	$3,227	$5,500	$5,500	0.00%
Total	$2,884,315	$3,828,865	$4,079,635	6.55%

- The FY25 Police Department budget includes increases for salaries and benefits in line with the collective bargaining contract. Only modest increases were proposed outside of salaries and benefits in operating supplies due to increasing costs of goods; the addition of LEXIPOL software and general insurance cost increases of 30%.
- The FY25 Fire Department budget includes increases for salaries and benefits in accordance with the collective bargaining contract. Also, as a reminder, salaries and benefits for Fire/EMS are split 10% to the Fire Department budget and 90% to the EMS budget in order to mirror actual job duties and significantly reduce workers compensation costs for the city.
- The FY25 EMS budget increased in salaries and benefits as noted above, as well as increases in GEMT payments and medical supplies. Important to note that GEMT costs are a pass through, and we recover those expenditures in the GEMT revenues.
- The purchase of the Motorola radio communications equipment will occur in FY25, but this equipment is being funded through a grant in the amount of $301,000 through the COPS Technology and Equipment Program. The revenue and expense of this purchase is NOT reflected in the chart above but will be reflected within the overall budget.

Public Works

The Public Works budget includes expenditures for streets, right of way forestry, and snow removal. The equivalent of 4.05 FTE's are funded out of the Public Works Department. Also included in the Public Works operating budget is money for fuel and motor vehicle operations, repair for vehicles and equipment, minor contracted services, operating supplies, and facilities maintenance for the Public Works shop.

Activity	FY23 Actual	FY24 Budgeted	FY25 Proposed	Change(%)
Salaries and Benefits	$410,421	$504,984	$592,064	17.24%
Training/Allowances/Dues	$11,368	$10,400	$12,600	21.15%
Building/Vehicle Repair & Maintenance	$119,286	$141,500	$185,000	30.74%
Prof Fees/Contributions & Payments	$34,473	$61,500	$63,000	2.44%
Operating Supplies	$60,817	$62,000	$76,000	22.58%
Street Maintenance	$32,285	$60,000	$75,000	25.00%
Total	$668,650	$840,384	$1,003,664	19.43%

- Salary allocations were changed to better reflect the percentage of time that City Hall Staff are spending on Public Works functions. This change resulted in an increase in the Salaries and Benefits line for Streets.
- The Building/Vehicle Repair & Maintenance line was increased by $43,500 to account for the average costs of operating supplies increasing from vendors, a renewed focus on equipment maintenance and aging equipment.
- The $15,000 increase in the Street Maintenance line is to account for additional supplies needed for city staff to provide maintenance services in house for streets.

DEPARTMENTAL EXPENDITURES

Culture & Recreation

Culture & Recreation encompasses a broad range of services within the city. This includes operation and maintenance of our parks, the community center, trails, and funding for library services. Funding is also included for Bravo, the Greater Des Moines Partnership, Catch Des Moines, Des Moines Sister City program, and Special Events. The equivalent of 2.50 FTE's is funded out of the Culture & Recreation budget.

Activity	FY23 Actual	FY24 Budgeted	FY25 Proposed	Change(%)
Library	$63,654	$65,564	$67,600	3.11%
Contributions & Payments	$18,143	$7,250	$11,750	62.07%
Special Events	$38,659	$40,000	$40,000	0%
Parks (including Forestry)/CEC Salaries & Benefits	$150,027	$121,321	$160,600	32.38%
Building/Vehicle Repair & Maintenance	$51,369	$74,700	$84,700	13.39%
Professional Fees	$6,261	$30,700	$25,700	-16.29%
Operating Supplies	$55,435	$96,500	$93,000	-3.63%
Total	$383,548	$436,035	$483,350	10.85%

- Our contribution to Bravo and Catch Des Moines is based on a percentage of the Hotel/Motel tax we are expected to receive. An increase in the amount received is expected for FY25, thus the increase in the budget within Contributions and Payments line item.
- Salary allocations were changed to better reflect the percentage of time that City Hall Staff spend on the CEC. This change resulted in an increase in the Salaries & Benefits line.
- Professional Fees were decreased this year to account for more precise budgeting in the Forestry - Contracted Services line item.

DEPARTMENTAL EXPENDITURES

Community & Economic Development

The Community & Economic Development department contains any activity related to economic development, housing, and quality of life projects within the city.

Activity	FY23	FY24	FY25	Change(%)
	Actual	Budgeted	Proposed	
Metro Home Program	$28,454	$20,000	$38,968	94.84%
Airport Funding	$12,023	$12,023	$12,023	0%
Economic Development	$0.00	$254,349	$263,314	3.52%
Total	$55,477	$286,372	$314,305	9.75%

- The city funds the Metro Home program in collaboration with 7 other Metro cities. The purpose of the program is to preserve affordable housing in the community by providing assistance for housing repairs and correcting code violations.
- Request for support of the Des Moines International Airport terminal project was granted through Resolution 2022-03. We will pay $12,023 per year starting in FY23 and ending in FY26.
- Economic Development funding has increased due to interest earned.

DEPARTMENTAL EXPENDITURES

General Government

The General Government department encompasses many different functions. Included are the wages, benefits, training, and travel for the Mayor, Council, City Administrator, Finance Officer, City Clerk and the Deputy Clerk.

This department also budgets for elections, legal services, our annual audit, City Hall operating expenses, repairs, maintenance, and insurance. IT services are also included in this department, which maintains the citywide information technology infrastructure, including our servers.

Professional Services, such as engineering, bond counsel, and web hosting are also part of the General Government budget. The equivalent of 4 FTE’s and the Mayor and Council are funded out of the General Government budget.

Activity	FY23 Actual	FY24 Budgeted	FY25 Proposed	Change(%)
Salaries and Benefits	$424,075	$606,445	$527,583	-13.00%
Training/Travel/Memberships	$34,397	$51,000	$54,700	7.25%
Building Maintenance & Utilities	$19,915	$22,500	$24,600	9.33%
Professional Services	$184,404	$239,000	$290,150	21.40%
Operating Supplies	$33,098	$38,200	$38,700	1.31%
IT/Communications	$86,777	$104,400	$106,800	2.30%
Total	$782,666	$1,061,545	$1,042,533	-1.79%

- Salary allocations were changed to better reflect the percentage of time that City Hall Staff spend on Public Works functions, the Community Center, Storm Water and Garbage. These functions will now be paid for by their respective Enterprise Fund. This change resulted in a decrease in the Salaries and Benefits line.
- Professional Services was increased by $51,150 to account for an increase in Planning Services provided by Bolton and Menk. The services provided are due to new development that is occurring within the City.

Debt Service

The Debt Service fund is where we account for any debt that the city owes. The city currently has four bonds outstanding, all of which are General Obligation Bonds. Bond 2024A will be issued in the spring of 2024.

Activity	FY23 Actual	FY24 Budgeted	FY25 Proposed	Change(%)
2016A Bond	$133,225	$135,738	$138,038	1.60%
2016B Bond	$270,783	$271,183	$271,023	-0.06%
2020A Bond	$846,783	$840,430	$843,840	0.41%
2020B Bond	$1,894,527	$277,758	$277,844	0.03%
2024A Bond	$0	$0	$1,374,688	100%
Total	$3,145,318	$1,525,109	$2,905,433	90.51%

- 2016A, 2016B and 2020B are paid utilizing Tax Increment Financing (TIF).
- 2020A is paid utilizing the Debt Service Levy.
- Bond 2020B has a payment schedule that is “front loaded”. The payments were intentionally high in the first 3 years to pay off the debt quickly. This will allow us to use any Tax Increment Financing (TIF) that is available to pay for the new debt that is recommended to be acquired (spring of 2024) for the 73rd Street project.
- Bond 2024A will be the new issuance for 73rd Street – Phase 1 and 68th Street South. This bond will be paid for with a combination of Tax Increment Financing and an increase in the debt service levy.

DEPARTMENTAL EXPENDITURES

Capital Projects

Large-scale projects are accounted for under the Capital Projects fund. This is just the first step in implementing any project the city decides to undertake. All projects must also be included in the Capital Improvement Plan and then approved by Council.

Project	FY25 Proposed	Status	Funding Source
73rd Street – Phase 1	$9,000,000	FY24 Start	Bonding, MPO Funds, Enterprise Funds
68th Street North (full reconstruction)	$100,000	In Progress	Future Street Projects Fund/Enterprise Funds
Sidewalk Grant Program	$48,995	Ongoing	Future Street Projects Fund
68th Street South (full reconstruction)	$3,760,000	FY25 Start	Bonding/Enterprise Funds
Colby Park Phase 1	$2,720,000	In Progress	ATE/LOST/TIF
Public Works Salt Storage Facility	$175,000	FY24 Start	Road Use Tax
Equipment Revolving Plan - Police	$60,000	New for FY25	ERP Funds
Equipment Revolving Plan – Fire/EMS	$7,500	New for FY25	ERP Funds
Equipment Revolving Plan - Streets	$292,154	New for FY25	ERP Funds
Equipment Revolving Plan - IT	$17,000	New for FY25	ERP Funds
Equipment Revolving Plan – CEC	$140,000	New for FY25	ERP Funds
To Be Determined	$574,218	TBD	Future Street Projects Fund
To Be Determined	$1,108,740	TBD	TIF Projects Fund
To Be Determined	$1,199,192	TBD	LOST Funds
Total	$19,202,799		

- 73rd Street – Phase 1: MPO Funds in the amount of $2,250,000 have been allocated. Bonding will occur in the Spring of FY24 for the balance of the project not paid for through Enterprise Funds.
- 68th Street South: Bonding is recommended to take place at the same time as 73rd Street.
- The Sidewalk Grant Program: Funding is in place and $1,005 in grants were paid out in FY24.
- Future Street Project Funds in the amount of $574,218 can be used for any street project. These funds are budgeted but will need to be allocated when a project is identified.
- TIF Project Funds in the amount of $1,108,740 can be used for TIF projects only. These funds are budgeted but will need to be allocated when a project is identified.
- LOST Funds in the amount of $1,199,192 can be used for any project. These funds are budgeted but will need to be allocated when a project is identified.

Sewer

The City entered into a 28E agreement with the City of Urbandale and the Urbandale Windsor Heights Sanitary District (UWHSD) in January of 2021 that gave responsibility for operation and maintenance of the sanitary sewer utility to the City of Urbandale.

Any expenses accrued on sanitary sewer infrastructure are reimbursed by the UWHSD, which is 100% funded by sanitary sewer utility revenues. Although there are budgeted expenditures for this department, there is no actual realized cost to the City. The UWHSD funds operations through the sanitary sewer utility fee, which is collected and distributed by Des Moines Water Works.

Activity	FY23	FY24	FY25	Change(%)
	Actual	Budgeted	Proposed	
Salaries and Benefits	$0	$0	$0	0.00%
Building/Vehicle Repair & Maintenance	$5,581	$8,000	$9,300	16.25%
Prof Fees/Contributions & Payments	$1,200	$1,750	$1,750	0.00%
Operating Supplies	$480	$2,600	$1,600	-38.46%
Sewer Maintenance	$8,843	$19,000	$19,000	0.00%
Total	$16,104	$31,350	$31,650	0.96%

- We no longer budget any wages or benefits because Urbandale Public Works handles operation and maintenance of the system.
- The City budgets for operating supplies, miscellaneous items, and pays for Iowa One Call ticketing services for underground utility locates.

Garbage

Garbage and recycling is an Enterprise fund that is managed by Metro Waste Authority. They handle all aspects of the collection and then invoice the city for payment. The city receives a check every month from Des Moines Water Works for fees they have collected from residents for garbage and recycling. We then pay Metro Waste Authority for these fees. All rates are set by Metro Waste Authority.

Activity	FY23 Actual	FY24 Budgeted	FY25 Proposed	Change(%)
Garbage & Recycling Fees	$366,759	$379,000	$390,152	2.94%
Wages – Fulltime	$0	$0	$5,750	100.00%
Total	$366,759	$379,000	$395,902	4.46%

ENTERPRISE FUNDS

Storm Water

The Storm Water operating budget is used to pay for expenses incurred while maintaining the City's storm sewer infrastructure and maintaining compliance with the City's MS4 permit through the Department of Natural Resources. The Storm Water operating budget is used to fund 1.25 FTE's. Examples of work done are reconstruction of intakes, replacement of failed pipes and structures, and street sweeping.

Activity	FY23 Actual	FY24 Budgeted	FY25 Proposed	Change(%)
Salaries and Benefits	$74,557	$88,294	$110,220	24.83%
Prof Fees/Contributions & Payments	$28,595	$60,500	$62,000	2.48%
Operating Supplies	$11,847	$18,750	$23,750	26.67%
Storm Water Capital Outlay	$4,701	$125,000	$136,500	9.20%
Total	$119,700	$292,544	$332,470	13.65%

- Salary allocations were changed to better reflect the percentage of time that City Hall Staff spend on storm water functions. This change resulted in an increase in the Salaries and Benefits line.
- The Operating Supplies line was increased by $5,000 to account for the average costs of operating supplies increasing from vendors.
- Storm Water Capital Outlay was increased by $11,500 to pay for the reconstruction of sewer intakes.

EQUIPMENT REPLACEMENT PLAN (APPENDIX B)

FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES
The City of : WINDSOR HEIGHTS County Name: POLK COUNTY
Adopted On: (entered upon adoption) Resolution: (entered upon adoption)

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

		With Gas & Electric		Without Gas & Electric	
Regular	2a	260,457,448	2b	258,423,837	City Number: 77-728
DEBT SERVICE	3a	329,690,114	3b	327,656,503	Last Official Census: 5,252
Ag Land	4a	0			

Consolidated General Fund Levy Calculation

	CGFL Max Rate	CGFL Max Dollars	Non-TIF Taxable w/ G&E	Taxable Growth %
FY 2024 Budget Data	8.47708	2,139,002	252,327,870	3.22
	Limitation Percentage			
	2			
	CGFL Max Rate	CGFL Max Dollars	Revenue Growth %	
Max Allowed CGFL for FY 2025	8.31086	2,164,625	1.20	

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	ENTER FIRE DISTRICT RATE BELOW			(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
384.1	8.31086	Consolidated General Fund			5	2,164,625	2,147,724	43	8.31086
		Non-Voted Other Permissible Levies							
384.12(1)	0.95000	Opr & Maint publicly owned Transit			7		0	45	0.00000
384.12(2)	0.27000	Aviation Authority (under sec.330A.15)			11		0	49	0.00000
384.12(3)	Amt Nec	Liability, property & self insurance costs			14	175,000	173,632	52	0.67189
384.12(5)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.			462	9,500	9,425	465	0.03647
		Voted Other Permissible Levies							
28E.22	1.50000	Unified Law Enforcement			24		0	62	0.00000
		Total General Fund Regular Levies (5 thru 24)			25	2,349,125	2,330,781		
384.1	3.00375	Ag Land			26		0	63	0.00000
		Total General Fund Tax Levies (25 + 26)			27	2,349,125	2,330,781		**Do Not Add**
		Special Revenue Levies							
384.6	Amt Nec	Police & Fire Retirement			29		0		0.00000
	Amt Nec	FICA & IPERS (if general fund at levy limit)			30	300,000	297,658		1.15182
Rules	Amt Nec	Other Employee Benefits			31	200,000	198,438		0.76788
		Subtotal Employee Benefit Levy (29,30,31)			32	500,000	496,096	65	1.91970
			Valuation						
386	**As Req**	**With Gas & Elec**		**Without Gas & Elec**					
	SSMID 1 (A)	0	(B)	0	34		0	66	0.00000
	SSMID 2 (A)	0	(B)	0	35		0	67	0.00000
	SSMID 3 (A)	0	(B)	0	36		0	68	0.00000
	SSMID 4 (A)	0	(B)	0	37		0	69	0.00000
	SSMID 5 (A)	0	(B)	0	555		0	565	0.00000
	SSMID 6 (A)	0	(B)	0	556		0	566	0.00000
	SSMID 7 (A)	0	(B)	0	1177		0	1179	0.00000
	SSMID 8 (A)	0	(B)	0	1185		0	1187	0.00000
		Total Special Revenue Levies			39	500,000	496,096		
384.4	Amt Nec	**Debt Service Levy 76.10(6)**			40	1,113,141	1,106,276	70	3.37633
384.7	0.67500	**Capital Projects (Capital Improv. Reserve)**			41		0	71	0.00000
		Total Property Taxes (27+39+40+41)			42	3,962,266	3,933,153	72	14.31525

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following: Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

Draft Example A $14.3152

(City Representative) (Date) (County Auditor) (Date)

2/5/24

FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES
The City of : WINDSOR HEIGHTS County Name: POLK COUNTY
Adopted On: (entered upon adoption) Resolution: (entered upon adoption)

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Consolidated General Fund Levy Calculation

	CGFL Max Rate	CGFL Max Dollars	Non-TIF Taxable w/ G&E	Taxable Growth %
FY 2024 Budget Data	8.47708	2,139,002	252,327,870	3.22
	Limitation Percentage			
	2			
	CGFL Max Rate	**CGFL Max Dollars**	**Revenue Growth %**	
Max Allowed CGFL for FY 2025	8.31086	2,164,625	1.20	

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	ENTER FIRE DISTRICT RATE BELOW			(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
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		Non-Voted Other Permissible Levies							
384.12(1)	0.95000	Opr & Maint publicly owned Transit			7		0	45	0.00000
384.12(2)	0.27000	Aviation Authority (under sec.330A.15)			11		0	49	0.00000
384.12(3)	Amt Nec	Liability, property & self insurance costs			14	175,000	173,632	52	0.67189
384.12(5)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.			462	9,500	9,425	465	0.03647
		Voted Other Permissible Levies							
28E.22	1.50000	Unified Law Enforcement			24		0	62	0.00000
		Total General Fund Regular Levies (5 thru 24)			25	2,349,125	2,330,781		
384.1	3.00375	Ag Land			26		0	63	0.00000
		Total General Fund Tax Levies (25 + 26)			27	2,349,125	2,330,781		**Do Not Add**
		Special Revenue Levies							
384.6	Amt Nec	Police & Fire Retirement			29		0		0.00000
	Amt Nec	FICA & IPERS (if general fund at levy limit)			30	320,000	317,502		1.22861
Rules	Amt Nec	Other Employee Benefits			31	250,000	248,048		0.95985
		Subtotal Employee Benefit Levy (29,30,31)			32	570,000	565,550	65	2.18846
			Valuation						
386	**As Req**	**With Gas & Elec**		**Without Gas & Elec**					
	SSMID 1 (A)	0	(B)	0	34		0	66	0.00000
	SSMID 2 (A)	0	(B)	0	35		0	67	0.00000
	SSMID 3 (A)	0	(B)	0	36		0	68	0.00000
	SSMID 4 (A)	0	(B)	0	37		0	69	0.00000
	SSMID 5 (A)	0	(B)	0	555		0	565	0.00000
	SSMID 6 (A)	0	(B)	0	556		0	566	0.00000
	SSMID 7 (A)	0	(B)	0	1177		0	1179	0.00000
	SSMID 8 (A)	0	(B)	0	1185		0	1187	0.00000
		Total Special Revenue Levies			39	570,000	565,550		
384.4	Amt Nec	**Debt Service Levy 76.10(6)**			40	843,840	838,634	70	2.55949
384.7	0.67500	**Capital Projects (Capital Improv. Reserve)**			41		0	71	0.00000
		Total Property Taxes (27+39+40+41)			42	3,762,965	3,734,965	72	13.76717

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following: Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

Draft Example B $ 13.7671

(City Representative) (Date) (County Auditor) (Date)

2/5/24

City of Windsor Heights Tax Levy Rate Examples

Assessed Value of Property	Residential Rollback 2025	Taxable Value
$100,000	46.3428%	$46,343
Tax Levy Rate (per thousand)	**Total Tax Liability**	**Decrease in Tax Dollars from 2024**
14.31	$663.16	$114.16
13.76	$637.67	$139.65

Assessed Value of Property	Residential Rollback 2025	Taxable Value
$200,000	46.3428%	$92,686
Tax Levy Rate (per thousand)	**Total Tax Liability**	**Decrease in Tax Dollars from 2024**
14.31	$1,326.33	$228.32
13.76	$1,275.35	$279.30

Assessed Value of Property	Residential Rollback 2025	Taxable Value
$300,000	46.3428%	$139,028
Tax Levy Rate (per thousand)	**Total Tax Liability**	**Decrease in Tax Dollars from 2024**
14.31	$1,989.49	$342.49
13.76	$1,913.02	$418.96

Assessed Value of Property	Residential Rollback 2024	Taxable Value
$100,000	56.4919%	$56,492
Tax Levy Rate (per thousand)	**Total Tax Liability for 2024**	
13.76	$777.32	

Assessed Value of Property	Residential Rollback 2024	Taxable Value
$200,000	56.4919%	$112,984
Tax Levy Rate (per thousand)	**Total Tax Liability for 2024**	
13.76	$1,554.65	

Assessed Value of Property	Residential Rollback 2024	Taxable Value
$300,000	56.4919%	$169,476
Tax Levy Rate (per thousand)	**Total Tax Liability for 2024**	
13.76	$2,331.98	

Assesed value of property does not include any military or homestead credits. These would lower your taxable value.

CAPITAL IMPROVEMENT PLAN (APPENDIX C)

Police

Updated 1/26/2024

				Budgeted	Actual	Running
						$203,167.40
Revenues			**2022-23**			
	Transfer In		$70,000			$273,167.40
Expenses						
Auto Equipment		Patrol Fleet Vehicle (one is from FY22)		$63,000	$137,636.70	$135,530.70
Other Capital Equipment		Plate Carriers and Panels		$4,000	$0.00	$135,530.70
Revenues			**2023-24**			
	Transfer In		$75,000			$210,530.70
Expenses						
Auto Equipment		Patrol Marked Vehicle		$78,000	$63,577.94	$146,952.76
Revenues			**2024-25**			
	Transfer In		$100,000			$246,952.76
Expenses						
Auto Equipment		Hybrid Invest Unmarked Vehicle		$60,000	$60,000.00	$186,952.76
Revenues			**2025-26**			
	Transfer In		$100,000			$286,952.76
Expenses						
Auto Equipment		Hybrid Patrol Fleet Vehicle		$80,000	$80,000.00	$206,952.76
		Hybrid Invest Unmarked Vehicle		$60,000	$60,000.00	$146,952.76
Revenues			**2026-27**			
	Transfer In		$100,000			$246,952.76
Expenses						
Auto Equipment		Hybrid Patrol Fleet Vehicle		$80,000	$80,000.00	$166,952.76
		PSB Backup Generator		$50,000	$50,000.00	$116,952.76
Revenues			**2027-28**			
	Transfer In		$125,000			$241,952.76
Expenses						
Auto Equipment		Hybrid Patrol Fleet Vehicle		$80,000	$80,000.00	$161,952.76
Other Capital Equipment						$161,952.76
Revenues			**2028-29**			
	Transfer In		$125,000			$286,952.76
Expenses						
Auto Equipment		Hybrid Patrol Fleet Vehicle		$80,000	$80,000.00	$206,952.76
Other Capital Equipment		In Car & Body Camera System Upgrade		$100,000	$100,000.00	$106,952.76
Revenues			**2029-30**			
	Transfer In		$125,000			$231,952.76
Expenses						
Auto Equipment		Hybrid Invest Response Vehicle		$65,000	$65,000.00	$166,952.76
Other Capital Equipment						$166,952.76
Revenues			**2030-31**			
	Transfer In		$100,000			$266,952.76
Expenses						
Auto Equipment		Hybrid Invest Response Vehicle		$65,000	$65,000.00	$201,952.76
Other Capital Equipment		Shotguns (8)		$9,000	$9,000.00	$192,952.76
Revenues			**2031-32**			
	Transfer In		$100,000			$292,952.76
Expenses						
Auto Equipment		Hybrid Patrol Fleet Vehicle		$80,000	$80,000.00	$212,952.76
Other Capital Equipment						$212,952.76
Revenues			**2032-33**			
	Transfer In		$100,000			$312,952.76
Expenses						
Auto Equipment		Hybrid Patrol Fleet Vehicle		$80,000	$80,000.00	$232,952.76
Other Capital Equipment						

Fire and EMS

				Budgeted	Actual	Running
		Includes ARPA funds of $705,733				$1,044,238.54
Revenues			**2022-23**			
	Transfer In		$215,000			$1,259,238.54
Expenses						
Auto Equipment						
Other Capital Equipment		Turnout Gear (2)		$6,000	$7,367.00	$1,251,871.54
Revenues			**2023-24**			
	Transfer In		$75,000			$1,326,871.54
Expenses						
Auto Equipment		1993 Pierce Fire Engine		$700,000	$705,733.00	$621,138.54
Other Capital Equipment		Turnout Gear (2)		$6,000	$6,950.00	$614,188.54
		Ballistic PPE		$7,000	$7,200.00	$606,988.54
Revenues			**2024-25**			
	Transfer In		$75,000			$681,988.54
Expenses						
Auto Equipment		None		$0	$0.00	$681,988.54
Other Capital Equipment		Turnout Gear (2)		$7,500	$7,500.00	$674,488.54
Revenues			**2025-26**			
	Transfer In	Proceeds from 2 Engines	$100,000			$774,488.54
Expenses						
Auto Equipment		2012 Ford Wheeled Coach Ambulance		$400,000	$400,000.00	$374,488.54
Other Capital Equipment		Turnout Gear (2)		$7,750	$7,750.00	$366,738.54
		Fire Hose		$3,000	$3,000.00	$363,738.54
Revenues			**2026-27**			
	Transfer In		$75,000			$438,738.54
Expenses						
Auto Equipment		2014 Chevy Tahoe – Paramedic SUV		$75,000	$75,000.00	$363,738.54
Other Capital Equipment		Turnout Gear (2)		$7,750	$7,750.00	$355,988.54
Revenues			**2027-28**			
	Transfer In		$75,000			$430,988.54
Expenses						
Auto Equipment		Shared Resource Ambulance Deposit		$85,000	$85,000.00	$345,988.54
Other Capital Equipment		Turnout Gear (2)		$8,000	$8,000.00	$337,988.54
		Fire Hose		$3,000	$3,000.00	$334,988.54
Revenues			**2028-29**			
	Transfer In		$75,000			$409,988.54
Expenses						
Auto Equipment		Shared Resource Ambulance Balance		$340,000	$340,000.00	$69,988.54
Other Capital Equipment		Turnout Gear (2)		$8,000	$8,000.00	$61,988.54
Revenues			**2029-30**			
	Transfer In		$75,000			$136,988.54
Expenses						
Auto Equipment		Fire Hose		$3,000	$3,000.00	$133,988.54
Other Capital Equipment		Turnout Gear (2)		$8,000	$8,000.00	$125,988.54
Revenues			**2030-31**			
	Transfer In		$75,000			$200,988.54
Expenses						
Auto Equipment		2019 Ford Expedition		$75,000	$75,000.00	$125,988.54
Other Capital Equipment		Turnout Gear (2)		$8,000	$8,000.00	$117,988.54
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		

Public Works

				Budgeted	Actual	Running
						$531,500.00
Revenues			**2022-2023**			
	Transfer in RUT		$10,000			$541,500.00
	Transfer In		$30,000			$571,500.00
Expenses						
Equipment		Dump Truck #5 - not purchased		$200,000	$0	$571,500.00
Revenues			**2023-2024**			
	Transfer in RUT		$30,000			$601,500.00
	Transfer In		$45,000			$646,500.00
Expenses						
Equipment		End Loader		$250,000	$129,259.00	$517,241.00
Revenues			**2024-25**			
	Transfer in RUT		$30,000			$547,241.00
	Transfer In		$45,000			$592,241.00
Expenses						
Equipment		Dump Truck #5		$200,000	$194,154.00	$398,087.00
		John Deere 1445 Riding Mower		$38,000	$38,000.00	$360,087.00
		Tar Machine		$60,000	$60,000.00	$300,087.00
Revenues			**2025-26**			
	Transfer in RUT		$30,000			$330,087.00
	Transfer In		$60,000			$390,087.00
Expenses						
Equipment		1/2 Ton Pickup #1		$55,000	$55,000.00	$335,087.00
		Dump Truck #6		$250,000	$250,000.00	$85,087.00
Revenues			**2026-27**			
	Transfer in RUT		$40,000			$125,087.00
	Transfer In		$60,000			$185,087.00
Expenses						
		1/2 Ton Pickup #2		$55,000	$55,000.00	$130,087.00
		1/2 Ton Pickup #3		$55,000	$55,000.00	$75,087.00
Revenues			**2027-28**			
	Transfer in RUT		$40,000			$115,087.00
	Transfer In		$60,000			$175,087.00
Expenses						
Equipment		John Deere Z950M Zero Turn Mower		$22,000	$22,000.00	$153,087.00
		Asphalt Truck #9		$60,000	$60,000.00	$93,087.00
Revenues			**2028-29**			
	Transfer in RUT		$40,000			$133,087.00
	Transfer In		$60,000			$193,087.00
Expenses						
Equipment		1 Ton Chevy Truck #8		$55,000	$55,000.00	$138,087.00
Revenues			**2029-30**			
	Transfer In RUT		$40,000			$178,087.00
	Transfer In		$60,000			$238,087.00
Expenses						
		John Deere 1575 Riding Mower		$40,000	$40,000.00	$198,087.00
		Western V Blade 9'		$8,000	$8,000.00	$190,087.00
						$150,087.00
Revenues			**2030-31**			
	Transfer In RUT		$40,000			$190,087.00
	Transfer In		$60,000			$250,087.00
Expenses						
Equipment		Western V Blade 9'6"		$8,000	$8,000.00	$242,087.00
		Kubota UTV 1100 with implements		$40,000	$40,000.00	$202,087.00

Systems & Technology

				Budgeted	Actual	Running
						$46,640.18
Revenues			**2022-23**			
	Transfer In		$20,000			$66,640.18
Expenses						
Office Equipment		Server NAS		$3,000	$2,758.25	$63,881.93
		UPS 2		$1,000	$800.40	$63,081.53
		Workstations		$10,000	$13,152.00	$49,929.53
Revenues			**2023-24**			
	Transfer In		$20,000			$69,929.53
Expenses						
Office Equipment		UPS 3		$3,300	$3,300.00	$66,629.53
		Workstations		$10,000	$1,500.70	$65,128.83
		Firewall		$2,500	$2,500.00	$62,628.83
		Software - Camera		$7,000	$7,000.00	$55,628.83
Revenues			**2024-25**			
	Transfer In		$15,000			$70,628.83
Expenses						
Office Equipment		Workstations		$10,000	$10,000.00	$60,628.83
		Software - Camera		$7,000	$7,000.00	$53,628.83
Revenues			**2025-26**			
	Transfer In		$15,000			$68,628.83
Expenses						
Office Equipment		Software - Workstations		$7,500	$7,500.00	$61,128.83
		Workstations		$10,000	$10,000.00	$53,628.83
Revenues			**2026-27**			
	Transfer In		$15,000			$68,628.83
Expenses						
Office Equipment		Network Switches		$2,000	$2,000.00	$66,628.83
		Software - Mail		$3,500	$3,500.00	$64,628.83
		Workstations		$10,000	$10,000.00	$61,128.83
Revenues			**2027-28**			
	Transfer In		$15,000			$76,128.83
Expenses						
Office Equipment		CEC Switch		$1,500	$1,500.00	$74,628.83
		Workstations		$10,000	$10,000.00	$73,128.83
		Firewall		$1,500	$1,500.00	$63,128.83
		Council & City Hall AV		$30,000	$30,000.00	$61,628.83
Revenues			**2028-29**			
	Transfer In		$15,000			$76,628.83
Expenses						
Office Equipment		Phone System		$18,000	$18,000.00	$58,628.83
		Workstations		$10,000	$10,000.00	$40,628.83
Revenues			**2029-30**			
	Transfer In		$15,000			$55,628.83
Expenses						
Office Equipment		Server NAS		$2,000	$2,000.00	$53,628.83
		UPS 1		$1,000	$1,000.00	$52,628.83
		Workstations		$10,000	$10,000.00	$42,628.83
		Software - Camera		$7,000	$7,000.00	$35,628.83
		Access Points		$2,000	$2,000.00	$33,628.83
Revenues			**2030-31**			
	Transfer In		$20,000			$53,628.83
Expenses						
Office Equipment		UPS 2		$1,000	$1,000.00	$52,628.83
		Workstations		$10,000	$10,000.00	$42,628.83
		Software - Server 2		$3,500	$3,500.00	$39,128.83
		Server 1		$14,000	$14,000.00	$25,128.83
Revenues			**2031-32**			
	Transfer In		$20,000			$45,128.83

Expenses						
Office Equipment		Workstations		$10,000	$10,000.00	$35,128.83
		Firewall		$1,500	$1,500.00	$33,628.83
		Software - Office		$7,500	$7,500.00	$26,128.83
		Server 2		$14,000	$14,000.00	$12,128.83
Unscheduled						
Desktops (18)		4 annually	$3,000			
Laptops (10)		3 annually	$3,900			
Monitors (31)		6 annually	$800			
CH Copier			Lease			

Community Event Center

				Budgeted	Actual	Running
						$94,859.89
Revenues			**2022-23**			
	CEC Revenue		$19,664			$114,523.89
	Transfer In					$114,523.89
Expenses						
Equipment		Audio/Visual Equipment		$8,000	$7,932.50	$106,591.39
Revenues			**2023-24**			
	CEC Revenue		$20,000			$126,591.39
	Transfer In					$126,591.39
Expenses						
Equipment		Audio/Visual Equipment Final		$14,153	$14,152.50	$112,438.89
Revenues			**2024-25**			
	CEC Revenue		$20,000.00			$132,438.89
	Transfer In		$100,000			$232,438.89
Expenses						
Equipment		Solar Panels		$100,000	$100,000.00	$132,438.89
		Table Replacement - Phase 1		$40,000	$40,000.00	$92,438.89
		Appliance/Equipment Replacement		$8,000	$0.00	$92,438.89
Revenues			**2025-26**			
	CEC Revenue		$20,000.00			$112,438.89
	Transfer In					$112,438.89
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$0.00	$112,438.89
		Table Replacement - Phase 2		$20,000	$20,000.00	$92,438.89
Revenues			**2026-27**			
	CEC Revenue		$20,000.00			$112,438.89
	Transfer In					$112,438.89
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$0.00	$112,438.89
		Table Replacement - Phase 3		$18,000	$18,000.00	$94,438.89
Revenues			**2027-28**			
	CEC Revenue		$20,000.00			$114,438.89
	Transfer In					$114,438.89
Expenses						
Equipment		Banquet Chair Replacement		$15,000	$15,000.00	$99,438.89
		Appliance/Equipment Replacement		$8,000	$0.00	$99,438.89
Revenues			**2028-29**			
	CEC Revenue		$20,000.00			$119,438.89
	Transfer In					$119,438.89
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$0.00	$119,438.89
Revenues			**2029-30**			
	CEC Revenue		$20,000.00			$139,438.89
	Transfer In					$139,438.89
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$0.00	$139,438.89

Revenues			**2030-31**			
	CEC Revenue		$20,000.00			$159,438.89
	Transfer In					$159,438.89
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$0.00	$159,438.89
		Large Kitchen Refresh		$75,000	$75,000.00	$84,438.89
Revenues			**2031-32**			
	CEC Revenue		$20,000.00			$104,438.89
	Transfer In					$104,438.89
Expenses						
Equipment		Appliance/Equipment Replacement		$8,000	$0.00	$104,438.89

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

Police Equipment Life and Replacement Schedule

DRAFT WINDSOR HEIGHTS 10 YEAR CIP (FY25-35)

Type of Project	Project Name	PCI Rating	Project Description	Project Reasoning	Anticipated/Planned Construction Year (FY)	Funding Source Estimates: Stormwater Funding Source	Stormwater	Water Funding Source	Water	City (GF, TIF, RUT)	General Funding Source	Total Estimated Cost	External Funding Sources
Reconstruction Projects	73rd Street North - Phase 1		Hickman to University. Includes full depth roadway removal and replacement, pedestrian crossing improvements at CLA, point sanitary sewer repairs, stormwater improvements, and water main improvements as needed.	Poor Pavement Conditions as noted on the PCI. Incorporate recommendations of the Stormwater Management Plan -> Figures #5, #8, #9, and parts of #11.	2024 (Already budgeted)	City Debt/Stormwater 50/50	$685,000	DMWW & City Debt 50/50	$650,000	$5,282,700	2024 Bond (TIF)	$9,000,000	FFY24 STBG: $1,000,000 FFY25 STBG: $500,000 FFY26 STBG: $750,000 WDMCS: $132,300
	68th Street South	38	School St to University Ave. Storm sewer installation, sanitary spot repairs, pedestrian connection to School St and Colby Park.	DMWW priority due to main breaks and need to upsize watermain. Need sidewalk to Colby Park. Poor Pavement Conditions as noted on the PCI. Incorporate recommendations of the Stormwater Management Plan -> portions of Figure #12.	2024-2025 (No Change)	Stormwater	$407,571	DMWW	$420,300	$2,932,129	2024 Bond (Debt Levy)	$3,760,000	$9,617,700
	74th Street	40	74th St Wishire to College. Full depth removal and replacement of the road, replacement of some storm sewer and subdrains, sanitary sewer spot repairs.	DMWW high priority due to main breaks and need to upgrade main size. Several storm intakes in need of reconstruciton and causing undermining to road. Open stormwater culvert. Change from overlay due to infrastructure condition.	2026 (Accelerated from 2028)	Stormwater	$630,400	DMWW	$284,700	$2,919,600	Cash	$3,550,000	
	67th Street	33	School St to University Ave. Storm sewer installation, sanitary spot repairs, pedestrian connection to School St and Colby Park.	DMWW upgrade main from 6" to8". Poor Pavement Conditions as noted on the PCI. Incorporate recommendations of the Stormwater Management Plan -> portions of Figure #12.	2028 (No change)	Stormwater	$452,000	DMWW	$420,300	$2,847,700	Cash	$3,720,000	
	64th Street	30.5-43	Forest Ct. to Sunset Includes sanitary sewer spot repairs, installation of storm sewer and connections into nearest available structures, and water main replacement.	Poor pavement conditions, lack of storm sewer, resident and council request. North of Unieversity Ave 64th St reconstruction to be broken up into phases and shall be coordinated with school schedule.	2029 (Previously unscheduled)	Stormwater	$307,100	DMWW	$227,200	$1,815,700	2029 Bond	$2,350,000	
	76th Street and Marilyn Drive.	44	76th St. and Marilyn from College to 80th St. Includes sanitary sewer spot repairs, watermain replcament and replacement of storm water and sub drains.	Poor pavement conditions as noted on the PCI. Several storm intakes are undermining road.	2030 (Change from Overlay)	Stormwater	$354,500	DMWW	$381,800	$2,873,700	2029 Bond	$3,610,000	
	Wilshire Blvd	43	73rd St to 75th St dead end. Sanitary sewer spot repairs.	Poor pavement conditions as noted on the PCI.	2032 (New project)	Stormwater	$0	DMWW	$10,712	$723,678	TBD	$734,390	
	Washington Ave. 70th-73rd St.	31	Reconstruction of Washington Ave between 73rd and 70th. Installation of sidewalk and storm sewer to 70th.	Poor pavement conditions noted in PCI. Storm sewer system failures.	2033 (No change)	Stormwater	$275,900	DMWW	$266,900	$2,207,200	TBD	$2,750,000	
	Carpenter Avenue	44	64th Street to 65th Street. Full depth removal and replacement of the road, installation of some storm sewer and subdrains, sanitary sewer spot repairs.	Pavement conditions as noted on the PCI, shorter section of street that may be able to get completed sooner as funding allows. If paired with Elmcrest Ave, may get more favorable bids.	2034 (No change)	Stormwater	$117,214	DMWW	$16,068	$863,629	TBD	$996,911	
	73rd Street South - Phase 2		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.	Poor Pavement Conditions as noted on the PCI. Improve walkability through the corridor.	Unscheduled Priority RAISE Grant Dependant	Stormwater	$1,978,630	DMWW	$0	$16,890,712	Future Bond (TIF)	$18,869,342	RAISE Grant Applied for
	Elmcrest Dr - Phase 1	42	64th Street to 65th Street. Full depth removal and replacement of the road, installation of some storm sewer and subdrains, sanitary sewer spot repairs.	Pavement conditions as noted on the PCI, shorter section of street that may be able to get completed sooner as funding allows. If paired with Carpenter Ave, may get more favorable bids.	Unscheduled	Stormwater	$117,214	DMWW	$16,068	$863,629	TBD	$996,911	
	Elmcrest Dr - Phase 2	45	66th St to 68th St. Full depth removal and replacement of the road, installation of some storm sewer and subdrains, sanitary sewer spot repairs.	Pavement conditions as noted on the PCI, shorter section of street that may be able to get completed sooner as funding allows.	Unscheduled	Stormwater	$62,521	DMWW	$10,712	$971,547	TBD	$1,044,780	
	Elmcrest Dr - Phase 3	41	66th Street east to the dead end. Full depth removal and replacement of the road and sanitary sewer spot repairs.		Unscheduled	Stormwater	$0	DMWW	$16,068	$620,678	TBD	$636,746	
	Timmons Ave	32	66th St to 68th St		Unscheduled	Stormwater	$53,100	DMWW	$95,500	$721,400	TBD	$870,000	
	79th St.	45	79th St Between College Drive and Marilyn Drive		Unscheduled	Stormwater	$217,300	DMWW	$221,700	$1,751,000	TBD	$2,190,000	
Overlay / Mill & Overlay	Forest Court Mill and Overlay		From 64th St to 66th St. Mill off the existing road surface and overlay with a 2" asphalt cap. Full depth patches would be completed as needed.	Pavement conditions as noted on the PCI, shorter section of street that may be able to get completed sooner as funding allows. Roads be rerevaluated for full reconstruction as construction date approaches.	2025-2026					$607,700	Cash/LOSST	$607,700	
	Mott Ave Mill and Overlay		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.		2028-2029					$247,200	Cash/LOSST	$247,200	
	Plaza Hills Overlay - Phase 3		77th Street from Marilyn Drive to College Drive. Mill and overlay the roadway.		2029-2030					$185,400	Cash/LOSST	$185,400	
	64th St Mill and Overlay		South of University Ave. Mill off the existing road surface and overlay with a 2" asphalt cap. Full depth patches would be completed as needed.		2032-2033					$988,800	Cash/LOSST	$988,800	
	Plaza Hills Overlay - Phase 4		Entirety of Luin Lane between both ends of College Drive. Mill and overlay the roadway.		2034-2035					$175,100	Cash/LOSST	$175,100	
	Plaza Hills Overlay - Phase 5		75th St from Wilshire Blvd to College Drive. Mill and overlay the roadway.		Unscheduled					$288,400	Cash/LOSST	$288,400	
	Colby Ave Mill and Overlay		70th to 73rd St. Mill off the existing road surface and overlay with a 2" asphalt cap. Full depth patches would be completed as needed.		Unscheduled					$741,600	Cash/LOSST	$741,600	
	Plaza Hills Overlay - Phase 6		Plaza Circle south of College Drive to the dead end. Mill and overlay the roadway.		Unscheduled					$103,000	Cash/LOSST	$103,000	
	Plaza Hills Overlay - Phase 7		78th St, 79th St, and 80th St between College Drive and Marilyn Drive. 80th Circle north of College Drive. Mill and overlay the roadway. 78th St and 79th St do not require milling, just overlay.		Unscheduled					$1,545,000	Cash/LOSST	$1,545,000	
Pavement Preservation	University Ave		Crack sealing along asphalted portions of University Ave to extend life of road	Pavement preservation	2025					$60,000	Cash/LOSST	$60,000	
	66th and Colby Ave.		PCC patching and reconstruction of the intersection to the end of the return radius on each side.	Repair panels of concrete that are in poor condition but that are on a street that otherwise is in good condition. Investing a couple hundred thousand dollars every year into full depth patching will ensure that we don't fall behind on maintenance again.	2025-2026					$154,500	Cash/LOSST	$154,500	
	Colby Ave		66th St to 68th St.Mill out half the depth of existing pavement at failed joints and replace. Similar to work done on 70th Street south of Hickman in 2018.	Pavement preservation	2027					$123,600	Cash/LOSST	$123,600	
	66th Street		Joint sealing of 66th Street from Forest Court to Del Matro.		2027					$61,800	Cash/LOSST	$61,800	
	Wilshire Blvd		Crack sealing west of 70th to dead-end		2028					$150,000	Cash/LOSST	$150,000	
	70th St.		Crack sealing along entire duration of 70th St.		2028					80,000	Cash/LOSST	$80,000	

Type of Project	Project Name	PCI Rating	Project Description	Project Reasoning	Anticipated/Planned Construction Year (FY)	Funding Source Estimates						Total Estimated Cost	External Funding Sources
						Stormwater Funding Source	Stormwater	Water Funding Source	Water	City (GF, TIF, RUT)	General Funding Source		
Stormwater Standalone Projects	Wilshire Blvd Storm Sewer		Replace the storm sewer on private property between Wilshire and Sunrise. Abandon the pipe on private property and install new sewer on Wilshire to connect to 73rd St.	Stormwater Management Plan	2026	Stormwater Fund	$640,000					$ 640,000	
	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	2027	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 Court from 68th Street to 73rd Street. Install storm sewer at the intersection of 70th Street and Colby Avenue.	Stormwater Management Plan, Figure #11	2030	Stormwater Fund	$1,650,000					$ 1,650,000	
Streambank Stabilization	North Walnut Creek Streambank Stabilization - Phase 1		Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek. Recommendations for projects will come from a study that is currently in the proposal stage.	Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek. Recommendations for projects will come from a study that is currently in the proposal stage.	Unscheduled	Stormwater Fund	$500,000					$ 500,000	
	North Walnut Creek Streambank Stabilization - Phase 2		Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek. Recommendations for projects will come from a study that is currently in the proposal stage.	Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek. Recommendations for projects will come from a study that is currently in the proposal stage.	Unscheduled	Stormwater Fund	$500,000					$ 500,000	
	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. Recommendations for projects will come from a study that is currently in the proposal stage.	Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek. Recommendations for projects will come from a study that is currently in the proposal stage.	Unscheduled	Stormwater Fund	$500,000					$ 500,000	
	North Walnut Creek Streambank Stabilization - Phase 4		Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek. Recommendations for projects will come from a study that is currently in the proposal stage.	Protect public infrastructure and private structures that are at risk of being damaged by continued erosion of the streambank on North Walnut Creek. Recommendations for projects will come from a study that is currently in the proposal stage.	Unscheduled	Stormwater Fund	$500,000					$ 500,000	
Flood Reduction and Resiliency	Property buy-outs		possible result of a study that is in the proposal stage.		Unscheduled					TBD		$ 4,635,000	
	Levee construction		possible result of a study that is in the proposal stage.		Unscheduled					TBD		$ 6,798,000	
	Creek channel clear and grub		possible result of a study that is in the proposal stage.		Unscheduled					TBD		$ 11,330,000	
Facilities	Space Use Analysis		Study necessary repairs, improvements, expansion or construction to existing facilities and possible construciton of a 'Civic Center' for City facilities	Need to catch up on derred maintainance, better utilize existing space and/or identify an improved consolidated space.	2025					$30,000		$ 30,000	
Economic Development	University Ave. Redevelopment		Purchase of single family residential properties along University Ave as they come to market to faciliate redevelopment of the corridor as mixed use per Comprehensive Plan	Increase tax base and density along University Ave.	As Opportunities Arrise					TBD		TBD	
Park and Trails	Current Phase Park Plan		Includes the following: Remove traffic circle and existing playground; Grade phase 2 areas; Install playground equipment, surfacing and surrounding amenities; Construct splashpad and amenities. Includes ADA Improvements.	Park Master Plan: Project under construction	2024-2025					TBD		$ 2,850,000	
	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 - Project subject to grant	Unscheduled					$110,000		$ 220,000	TAP Grant Applied For
	Tennis Court Park Plan		Includes the following: Gradings; construct new tennis courts; Construct pickle ball courts; Construct new parking stalls on east side of site. Includes ADA improvements.	Park Master Plan	Unscheduled					$978,000		$ 270,000	
	Sherwood Forest Path Connection		Replacement of grass path to Sherwood Forest.	Subject to Development Agreement on Sherwood Forest	Unscheduled					$108,000		$ 108,000	
	Community Garden		Install a community garden.	Council Input	Unscheduled					TBD		$ 20,000	
	Colby Park Food Truck Plaza		Includes the following: Food truck plaza (remove existing walks, pour new plaza, ADA improvements, and portable restroom enclosure)	Park Master Plan	Unscheduled					$270,000		$ 270,000	
	Tennis Court Phase		Includes the following: Add north amenity event space, construct fitness circuit and install equipment, construct new tennis and pickleball courts, construct new parking stalls on School Street and Public Works entry drive, and ADA improvements	Park Master Plan	Unscheduled					$2,200,000		$ 2,200,000	
	Lion's Park Refresh and Reconfigure		No specific plans have been developed. Public Works proposing minor improvements 2024-2025	Park Master Plan	Unscheduled					TBD		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		TBD	
	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	Unscheduled					TBD		TBD	Grant Applied For
Total Infrastructure Need												**$ 95,112,180**	
				Adopted ?/?/2024 - Resolution 2024-?									

Proposed Stormwater Fee Information

Stormwater fees are applied to property owners' water bills based on the amount of impervious area on their property. Currently the City of Windsor Heights charges both residential and commercial property owners $5.5 monthly per 3,000 sq. ft of impervious area, with a minimum charge of $5.5. The 3,000 sq. ft. of impervious area metric is the estimated average impervious area on a Windsor Heights residential property and is referred to hereafter as an Equivalent Residential Unit (ERU).

In 2012 the city moved to a fee structure based on ERUs in an effort to address long-standing negative balances to the Stormwater Enterprise Fund. The 2012 Stormwater consultant recommended a fee of $7.90 per ERU to adequately fund the Stormwater Enterprise fund, though the actual residential stormwater fee appears to have been set at either $4.25 or $5.25 per ERU and the commercial rate in 2012 is unclear, the approved Ordinance is unable to be located. In 2018 a UMB Stormwater Fee study proposed fee options equivalent to approximately an $8 per ERU to raise revenues to $600,000 to adequately fund stormwater system improvements. In 2020, Ordinance 20-03 proposed a stairstep increase of stormwater fees to $6.97. The Ordinance passed the first City Council reading 5-0 without any concerns stated by Council but the ordinance was subsequently not brought back for second and third readings for implementation for reasons that are unclear. This series of events have contributed to the continued systemic underfunding for stormwater improvements.

The current $5.5 per ERU stormwater rate makes Windsor Heights' fee the second lowest of 14 known stormwater rates in the metro. An exact apple to apple comparison of stormwater rates across the metro is difficult to produce as ERUs are defined differently by communities and residential/commercial rate structures can have anomalies. Regardless, older communities in the metro, such as Windsor Heights, often lack stormwater systems in areas of town and/or have aged stormwater infrastructure in need of updates. Windsor Heights is no exception with many areas without stormwater and other areas where storm sewers are located in backyard easements that have not been kept clear of obstructions and lack appropriate access points. This typically leads to higher stormwater capital expenses and higher stormwater fees for older communities. For comparison, Des Moines charges $15.87 per ERU and Clive $11.37 per ERU whereas younger cities are more typically in the $6-$8 per ERU range.

Currently Windsor Heights stormwater fees generate approximately $350,000* a year. This remains well under the 2018 annual revenue goal set by UMB of $600,000. A small portion of stormwater revenue is dedicated for routine stormwater system maintenance and staff salaries for work related to stormwater maintenance. The remaining revenue is available for CIP stormwater projects. The current stormwater fund balance stands at $1,684,120. In 2024-2025 an estimated $1,400,000 in stormwater work is planned for 73rd St. Phase I improvements and another $400,000 in stormwater work is planned as part of 2024 reconstruction of 68th St. South of University Avenue. Due to insufficient Stormwater Enterprise fund balances a portion of this stormwater work, if it proceeds, will need to be funded from the general fund and/or bonds. An additional $3.5 million in stormwater expenses are programed in the CIP through 2030 the majority of which will not be able to be funded through the Stormwater Enterprise Fund. A 2018 BMI Stormwater Study outlined more than $14 million in stormwater projects for the City to undertake, and there is an additional $2 million of stream back stabilization projects all included in the CIP as unscheduled.

Finally, there are stormwater system issues staff has observed in the past year not currently addressed in the CIP. One such example is Public Works has identified 35 storm sewer intakes currently in need of reconstruction and is planning to prioritize this work in the coming three years. Rebuilding damaged intakes is a priority as damaged intakes can lead to undermining of the road causing a premature need for costly road reconstruction projects. Examples of potential road undermining can be observed on 66th north of University Ave, along 74th St. and 76th St. among other areas in town. Public Works is also evaluating equipment needs to better maintain intakes going forward.

Proposed Stormwater Fee

The combined stormwater maintenance and capital expense needs continue to significantly outpace stormwater revenues. To address this, administration proposes a significant adjustment to the stormwater fee schedule for 2024 to partially catch-up to where self-sustaining stormwater rates ideally would have been, along with additional stairstep increases over the next five years. Over time the objective is for stormwater improvement projects to be undertaken in a timelier fashion and funded through the Stormwater Enterprise Fund, which better allocates the cost burden for stormwater projects on stormwater users than property taxes.

Administration proposes a stormwater rate increase from $5.5 to $9 per ERU for both commercial and residential properties. This would bring annual revenue in line with the revenue goal set out by UMB when they performed a Stormwater utility rate study for the City in 2018. Below are several examples of the impact this rate increase would have on commercial property owners as well as the typical residential property which is charged for 1 ERU.

User	ERUS	Current Fee Annual Total	Proposed 2024 $9 Fee Annual Total	Proposed 2030 $11.50 Fee Annual Total
Walmart	430	$28,380.00	$46,440.00	$59,340.00
Windsor Lutheran	30	$1,980.00	$3,240.00	$4,140.00
Cowles	74	$4,884.00	$7,992.00	$10,212.00
Citywide	71	$4,686.00	$7,668.00	$9,798.00
Typical Home	1	$66.00	$108.00	$138.00

The proposed Ordinance includes additional $.50 and $.25 increases over the coming years bring the fee to $11.50 per ERU in July 1st 2030.

CHAPTER 101
STORM WATER DRAINAGE UTILITY

101.01 PURPOSE.

The purpose of this chapter is to establish a Storm Water Drainage Utility and provide a means of funding the construction, operation, and maintenance of storm water management facilities, including (but not limited to) detention and retention basins, storm water sewers, inlets, ditches and drains, and cleaning of streets. The Council finds that the construction, operation, and maintenance of the City's storm and surface water drainage system should be funded through charging users of property which may connect or discharge directly, or indirectly, into the storm and surface water drainage system or properties receiving the indirect benefit of drainage diverted into the City's system.

101.02 STORM WATER DRAINAGE UTILITY ESTABLISHED.

It is found and determined to be necessary and conducive to the protection of the public health, safety, welfare, and convenience that a storm water drainage utility is created for all of the City of Windsor Heights, Iowa, and for the purpose authorized by Section 384.84(1) *Code of Iowa*; that is, to establish and collect rates for a storm water drainage system.

101.03 Equivalent Residential Unit (ERU), Defined:

"ERU" shall be used as the basis for determining stormwater management fees. Less than or equal to three thousand (3,000) square feet of impervious surface area shall be one ERU. Every additional increment of one (1) square foot to one thousand five hundred (1,500) square feet of impervious surface area shall be one half (0.5) ERU. Properties shall be charged in increments of one half ERU with a minimum charge of 1 ERU per property billed monthly. Residential and non-residential properties shall pay the same rate per ERU.

(Ord. 18-11 – Jun. 18 Supp.)

101.04 RATES.

The billing rates for the categories as defined in Section 101.03 are as follows:

Effective July 1, 2024: $9.00 per ERU

Effective July 1, 2025: $9.50 per ERU

Effective July 1, 2026: $10.00 per ERU

Effective July 1, 2027: $10.50 per ERU

Effective July 1, 2028: $11.00 per ERU

Effective July 1, 2029: $11.25 per ERU

Effective July 1, 2030: $11.50 per ERU

(Ord. 19-03 – Jul. 19 Supp.)

101.05 USE OF FUND.

The money paid and collected pursuant to this chapter shall be held by the City in a special fund to be expended only for the purpose of constructing, operating, managing, repairing, and maintaining all kinds of conduits, drains, storm water detention devices, flow impediments, ponds, ditches, sloughs, filter strips, rip-raps, erosion control devices, and any other things and activities useful to the proper control management, collection, drainage, and disposition of storm water in the City.

101.06 GOVERNING BOARD.

The governing board of the Storm Water Drainage Utility is the City Council. The Storm Water Drainage Utility shall be under the direction, management, and control of the City Administrator, who functions as its director. In that capacity, the City Administrator shall supervise the day-to-day operation of the Storm Water Drainage Utility, shall enforce this chapter and the provisions of all ordinances and regulations adopted pursuant to this chapter and shall carry out the policy directives of the Council acting in its role as governing body of the Storm Water Drainage Utility.

101.07 STORM WATER SITE PLAN REVIEW REQUIRED.

A storm water site plan review shall be required for projects in order to ensure that the goals of the City's storm water program are met. Storm water site plan requirements and associated fees are adopted by resolution and available for review from the City Clerk or the City Building Inspector.

1 SOURCE SOLAR

Solar Energy Specialist

Scott Prohaska
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POWERING profitability POWERING sustainability

CUSTOM ENGINEERED SOLAR SOLUTION FOR

Windsorheights Colby Park Community Center

6900 School St.
Windsorheights, IA

1 SOURCE SOLAR

mission

To reach out and educate everyone possible to both the social and economic benefits of installing solar throughout the great state of Iowa and surrounding areas. We are committed to deliver this opportunity and make a life changing difference for generations to come.

Founded in 2015 and headquartered in Ankeny, Iowa, 1 Source Solar is committed to being the premier solar company in the Midwest and beyond. The impressive quality standard built into our projects is the same regardless of the system size or location.

It is our goal to exceed our customers' expectations in design, quality, ease of execution and system performance. We welcome the opportunity to discuss what solar energy can do for you, your family, your business and your community.

By providing reliable, affordable and efficient solar energy, 1 Source Solar is powering profitability and sustainability for homes, businesses, farms and more throughout Iowa and the Midwest.

EXPERIENCE THE 1 SOURCE DIFFERENCE

QUALITY

Design All system engineering and custom-design work is done in-house, using only Tier 1, high-efficiency custom solar modules and components.

Competitive We size, engineer, select and price each project and project components independently to ensure best value and fit for your needs and goals.

Process Control We have our own in-house solar installation teams and service crews to deliver the best-performing and aesthetically pleasing solar systems.

Turn-key Installation We handle all paperwork, engineering plan-sets, permitting, scheduling and construction of the complete solar and electrical system from start to finish.

Efficiency Our experience, knowledge and process control, from the interconnection paperwork to electrical tie-in to final inspection, allows us to perform the work correctly the first time to ensure the shortest project schedule and system completion.

System Support We include a 1 Source Solar Workmanship Warranty and offer ongoing system monitoring and service contracts.

ACCESSIBLE

Throughout the process, you will have access to an account manager, operations manager, office manager, installation technicians and several others throughout the company.

EXPERIENCE

Our team has well over 50 years of experience in the solar industry, including commercial, manufacturing, agricultural, education, municipalities, utilities and residential.

FINANCING

Various Financing options are available.

CERTIFIED

NABCEP Certified PV Installation Professionals
Certification # PV-042217-016487

BONDED

A bondable company.

CURRENT FINANCIAL INCENTIVES

30% Federal Tax Credit
85% Business Depreciation
(6%) Sales Tax Exemption on Solar
State Property Tax Exemption for 5 Full Assessment Years

WHY SOLAR ENERGY?

Boost Energy Independence
Protect the Environment
Commitment to Sustainability
Protection Against Rising Energy Cost
Return on Investment (ROI)
Solar is Maintenance Free
System Life Expectancy
Increase Property Value

MAJOR SOLAR COMPONENT WARRANTIES

SOLAR MODULES / PANELS

25 Year Production Warranty
12–25 Year Material Warranty

DC OPTIMIZERS

25 Year Warranty

INVERTERS

12 – 25 Year Warranty
Optional Extended Warranties of some manufacturers–25 years

BATTERY BACK SYSTEM

Specific to Manufacturer
Franklin, Tesla PowerWall, Generac PWRCELL, SolarEdge, & Others

RACKING

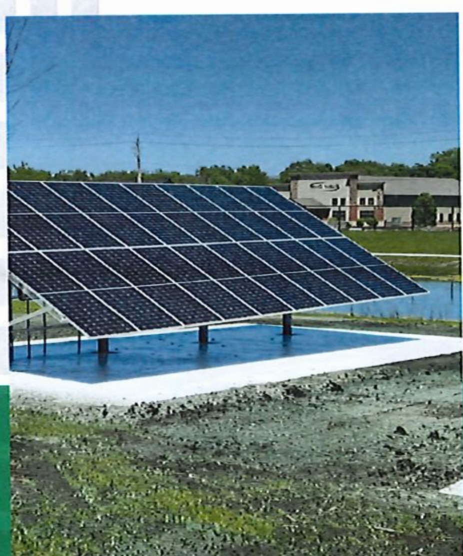
20–25 Year Material Warranty

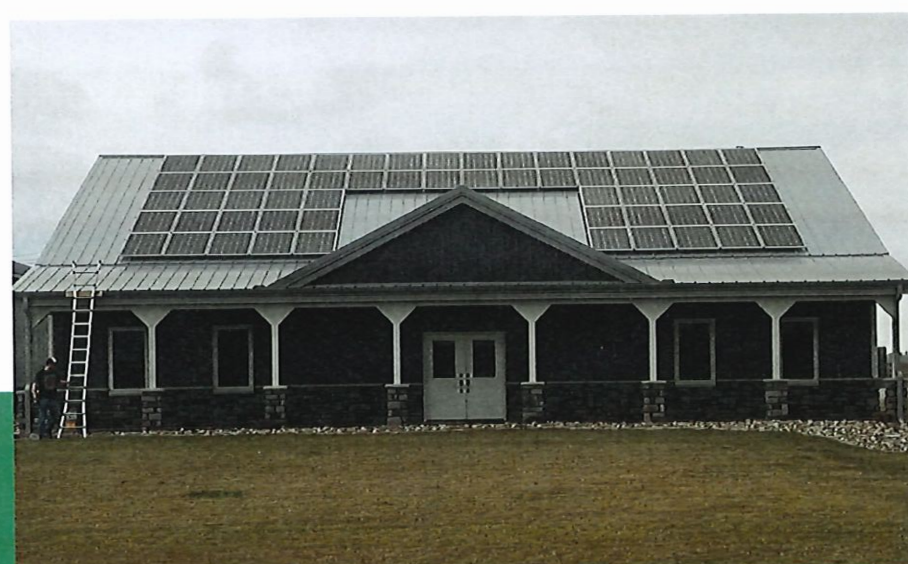
WORKMANSHIP

5 Year Workmanship Warranty through 1 Source Solar and Annual Service Contracts available

SYSTEM MONITORING

System Monitoring Included through 1 Source Solar
Where wi-fi or cellular kit is available





what to expect

SOLAR CONSTRUCTION PROJECT MADE SIMPLE

PHASE 1

- Site review to engineer and finalize solar system design and layout
- Review and sign solar contracts
  - 1 Source Solar contract
  - Utility interconnection agreement
  - Provide copy of insurance showing address & liability limits for utility company
- 25% down payment due at contracting to 1 Source Solar

PHASE 2

- **Interconnection development, submittal, and approval from utility**
- **Engineering plan-set development and submittal for electrical and building permits**
- Secure and order product
- Schedule install date and deliver product
- System installation
- 50% installment due to 1 Source Solar at product delivery

PHASE 3

- Certified electrical interconnection completed
- Program system and install gateway for system monitoring
  (where Wi-Fi or cellular kit is available)
- **State electrical inspection**
- **Utility witness test and bi-directional meter installation / programming**
- **Permission to operate from utility**
- System tutorial to client, handoff packet and energize the system
- 25% final invoice from 1 Source Solar

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Office Manager
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Jeremy Snead
Project Manager
Tel 515-229-2244
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Park and Splash Pad Windsorheights Colby Park Community Center, 6900 School St., Windsorheights, IA

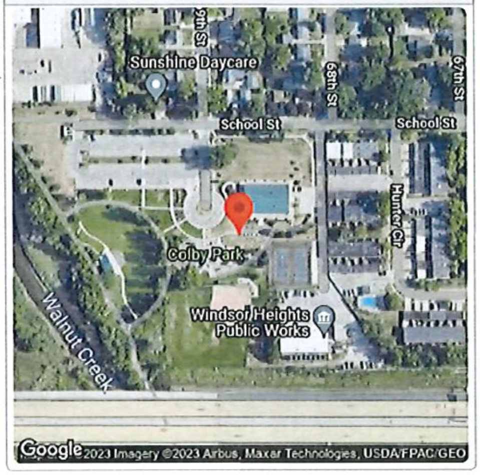
Report

Project Name	Windsorheights Colby Park Community Center
Project Address	6900 School St., Windsorheights, IA
Prepared By	Scott Prohaska scott@1sourcesolar.com

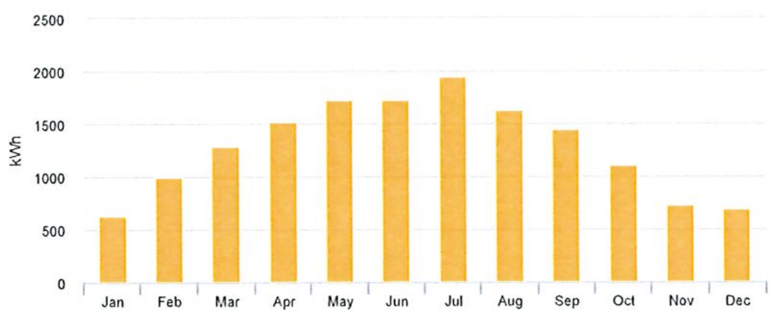
System Metrics

Design	Park and Splash Pad
Module DC Nameplate	11.0 kW
Inverter AC Nameplate	10.00 kW Load Ratio: 1.10
Annual Production	15.49 MWh
Performance Ratio	87.0%
kWh/kWp	1,408.6
Weather Dataset	TMY, 10km Grid (41.55,-93.75), NREL (prospector)
Simulator Version	380fd50d37-56d1400b8a-7269a7453c-b22b56fb28

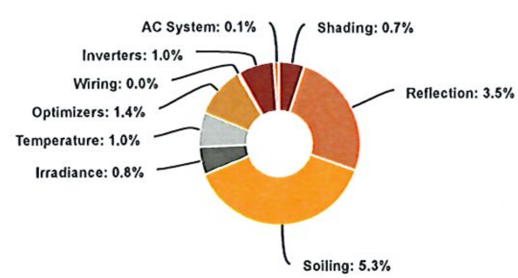
Project Location



Monthly Production



Sources of System Loss



Shelter - 500 Panels Windsorheights Colby Park Community Center, 6900 School St., Windsorheights, IA

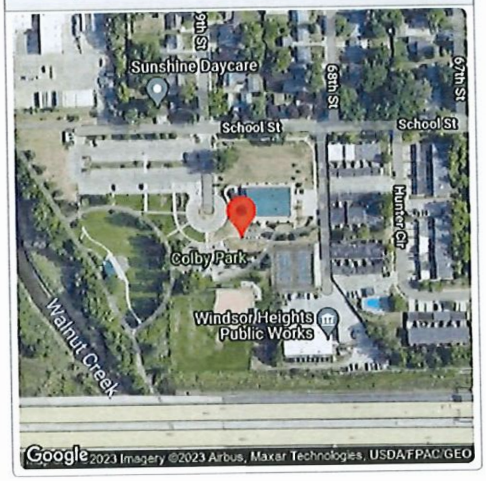
Report

Project Name	Windsorheights Colby Park Community Center
Project Address	6900 School St., Windsorheights, IA
Prepared By	Scott Prohaska scott@1sourcesolar.com

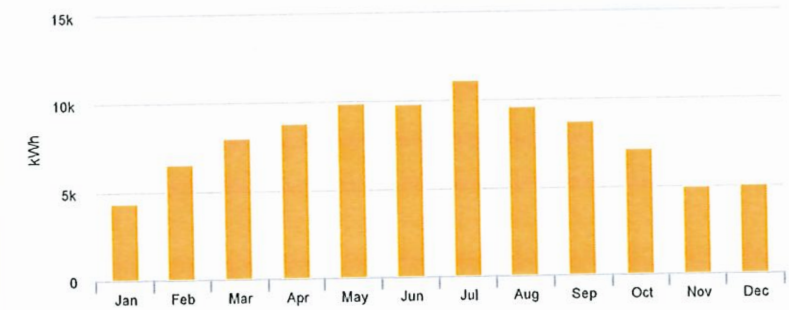
System Metrics

Design	Shelter - 500 Panels
Module DC Nameplate	68.5 kW
Inverter AC Nameplate	52.9 kW Load Ratio: 1.30
Annual Production	94.55 MWh
Performance Ratio	81.3%
kWh/kWp	1,380.3
Weather Dataset	TMY, 10km Grid (41.55,-93.75), NREL (prospector)
Simulator Version	380fd50d37-56d1400b8a-7269a7453c-b22b56fb28

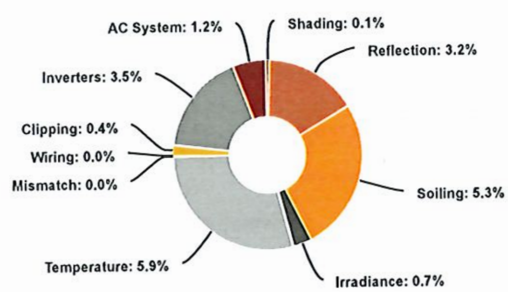
Project Location



Monthly Production



Sources of System Loss



Annual Production

	Description	Output	% Delta
Irradiance (kWh/m²)	Annual Global Horizontal Irradiance	1,492.7	
	POA Irradiance	1,698.6	13.8%
	Shaded Irradiance	1,696.4	-0.1%
	Irradiance after Reflection	1,641.3	-3.2%
	Irradiance after Soiling	1,554.3	-5.3%
	Total Collector Irradiance	**1,554.3**	**0.0%**
Energy (kWh)	Nameplate	106,538.3	
	Output at Irradiance Levels	105,825.4	-0.7%
	Output at Cell Temperature Derate	99,587.0	-5.9%
	Output After Mismatch	99,538.3	0.0%
	Optimal DC Output	99,538.3	0.0%
	Constrained DC Output	99,170.8	-0.4%
	Inverter Output	95,652.5	-3.5%
	Energy to Grid	**94,548.9**	**-1.2%**
Temperature Metrics			
	Avg. Operating Ambient Temp		12.6 °C
	Avg. Operating Cell Temp		28.4 °C
Simulation Metrics			
	Operating Hours		4685
	Solved Hours		4685

Condition Set

Description	Condition Set 3
Weather Dataset	TMY, 10km Grid (41.55,-93.75), NREL (prospector)
Solar Angle Location	Meteo Lat/Lng
Transposition Model	Perez Model
Temperature Model	Sandia Model

Temperature Model Parameters

Rack Type	a	b	Temperature Delta
Fixed Tilt	-3.56	-0.075	3°C
Flush Mount	-2.81	-0.0455	0°C
East-West	-3.56	-0.075	3°C
Carport	-3.56	-0.075	3°C

Soiling (%)

J	F	M	A	M	J	J	A	S	O	N	D
5.3	5.3	5.3	5.3	5.3	5.3	5.3	5.3	5.3	5.3	5.3	5.3

Irradiation Variance	5%
Cell Temperature Spread	4° C
Module Binning Range	-2.5% to 2.5%
AC System Derate	1.75%

Module Characterizations

Module	Uploaded By	Characterization
VSUN500-132BMH (VSUN)	HelioScope	Spec Sheet Characterization, PAN

Component Characterizations

Device	Uploaded By	Characterization
HM-800NT (240V) (Hoymiles)	HelioScope	Spec Sheet
S500 (SolarEdge)	HelioScope	Mfg Spec Sheet

Components

Component	Name	Count
Inverters	HM-800NT (240V) (Hoymiles)	69 (52.9 kW)
AC Panels	4 input AC Panel	1
AC Home Runs	2 AWG (Copper)	1 (131.5 ft)
AC Branches	4 AWG (Copper)	4 (783.9 ft)
Module	VSUN, VSUN500-132BMH (500W)	137 (68.5 kW)

Wiring Zones

Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	-	Along Racking

Field Segments

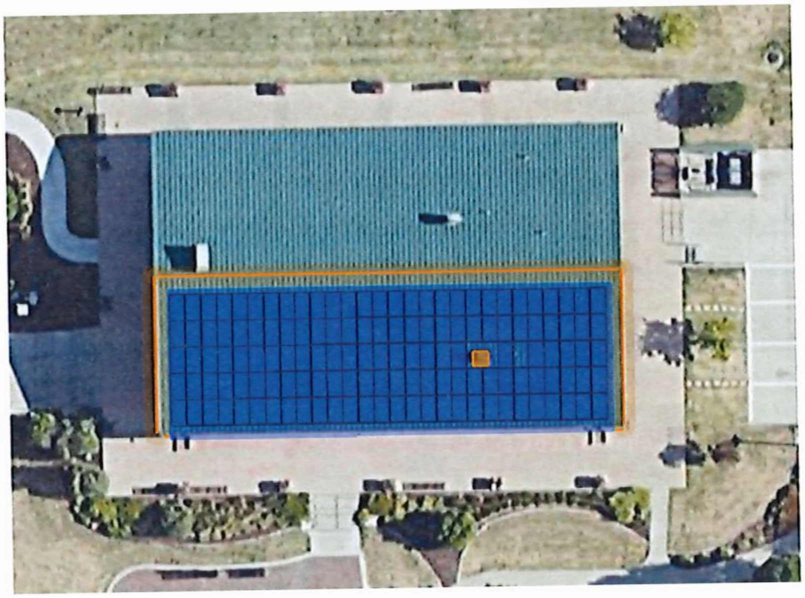
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Flush Mount	Portrait (Vertical)	18.5°	179.96387°	0.0 ft	1x1	137	137	68.5 kW

Detailed Layout

SOLAR SUMMARY

Flush Mount Roof Array

Windsor Heights - Shelter - 6900 School St., Windsor Hieghts, IA



Current Estimated Utilities / Consumption

112,340	Est. Annual kWh Usage
$581.00	Est. Annual Utilities
$0.068	Est. Per kWh Cost

Solar PV System Size

68.50 kW

Annual Production

92,813.00 kWh

Annual Savings

$ 6,216.61

% of Bill Offset

82.6%

Annual Net Metering

Number of Panels

(137) 550W Bi-Facial Modules

Hoymiles MicroInverters

Estimated Purchase Price	$129,850
Federal Solar Credit (30%)	$38,955
Depreciation (Ag / Business)	$0
Total Tax Incentives	$38,955
Net System Cost	**$90,895**

NOTES:
-Option 1 - System can be purchased directly by the City of Windsor Heights, with the city receiving a 30% Solar Rebate and 100% of the annual solar savings.
-Option 2 - Power Purchase Agree (PPA) with no money out of pocket and the city receiving minimal annual savings.
-Financials are estimated until we define the exact $/kWh cost of power to the city.

Estimated system insurance Included in calculations
Final pricing is subject to a completed Site Assessment
Actual financial results may vary due to various uncontrollable factors

POWERING *Profitability* POWERING *Sustainability*

YOUR SOLAR ENERGY SPECIALIST:

Name: Scott Prohaska
Phone: 515-290-9661
Email: scott@1sourcesolar.com

1 SOURCE SOLAR

FINANCING:

Various financing options are available including: Self-financing, Home Improvement Loan, Home Equity Loan, HELOC (Home Equity Line of Credit).
1 Source Solar Partners: Vision Bank, Peoples Bank, GreenPenny Bank.

INSTALLATION:

We employ our own Installation & Service Technicians for complete quality control, including a **5-Year Service & Workmanship Warranty** with every system.

SYSTEM:

We only install **Tier 1** high efficiency solar modules with industry leading warranties and design with either **Centralized Inverters / DC Optimizers or Micro-Inverters.**

12/22/2023 Prices valid for 10 days.

Cashflow Worksheet - Shelter

Name	` Windsor Heights -
Location	Iowa
Array Orientation	18.5° South
Array size (kW)	**68.5**
Annual kWh	**92,813**
Price	**$ 129,850**
Energy Rate increase	3.5%
Tax Rate	32%

Adjustments	
Energy Cost/kWh	**$ 0.068**
Property type	Personal
Utility	MidAm
Soiling	Moderate
Style	Metal
Angle	< 22°

Incentives	
Federal Tax credit (30%)	$ 38,955
Other	
System Depreciation	$ -
Total	**$ 38,955**

Actual kWh Usage History
112,340
$581.00
0.068

Note: Due to various factors, financial results may vary

Year	Cash Flow	Production	Fed	State	Other	Dep.	Ins.
0	$ (129,850)						
1	$ (85,165)	$ 6,217	$ 38,955	$ -		$ -	$ (487)
2	$ (79,264)	$ 6,388				$ -	$ (487)
3	$ (73,193)	$ 6,557				$ -	$ (487)
4	$ (66,958)	$ 6,723				$ -	$ (487)
5	$ (60,559)	$ 6,885				$ -	$ (487)
6	$ (54,001)	$ 7,045				$ -	$ (487)
7	$ (47,287)	$ 7,201					$ (487)
8	$ (40,419)	$ 7,355					$ (487)
9	$ (33,401)	$ 7,505					$ (487)
10	$ (26,236)	$ 7,652					$ (487)
11	$ (18,927)	$ 7,796					$ (487)
12	$ (11,477)	$ 7,937					$ (487)
13	$ (3,889)	$ 8,075					$ (487)
14	$ 3,834	$ 8,210					$ (487)
15	$ 11,688	$ 8,341					$ (487)
16	$ 19,671	$ 8,470					$ (487)
17	$ 27,779	$ 8,595					$ (487)
18	$ 36,010	$ 8,718					$ (487)
19	$ 44,360	$ 8,837					$ (487)
20	$ 52,826	$ 8,953					$ (487)
21	$ 61,405	$ 9,066					$ (487)
22	$ 70,094	$ 9,176					$ (487)
23	$ 78,890	$ 9,283					$ (487)
24	$ 87,790	$ 9,387					$ (487)
25	$ 96,791	$ 9,488					$ (487)
26	$ 105,889	$ 9,585					$ (487)
27	$ 115,082	$ 9,680					$ (487)
28	$ 124,367	$ 9,771					$ (487)
29	$ 133,739	$ 9,860					$ (487)
30	$ 143,197	$ 9,945					$ (487)

DATE: 12/22/23

City of Windsor Heights - Shelter

EXAMPLE PPA STRUCTURE *(approx. 83% solar coverage)*

1 SOURCE SOLAR

Current w/o Solar		Estimated Current SITE Usage kWH	17% Uncovered By Solar	Current SITE $ / kWh (Annual Rate inc 3.5%)	Est. Current Site Utility Payments	With Solar		Estimated Solar Production KWH's (0.5%) degrade	Example kWH Rate to SITE for Solar (2% Escalator Example)	Estimated Site Payments to PPA OWNER (Ann. OWNER Income)	Estimated Annual SITE Savings with Solar
Year	1	112,340.00 kWh	$ 1,298.65	$ 0.068	$ 7,639.12	Year	1	92,813.00 kWh	$ 0.068	$ 6,311.28	$ 29.19
Year	2	112,340.00 kWh	$ 1,344.10	$ 0.070	$ 7,906.49	Year	2	92,766.59 kWh	$ 0.069	$ 6,434.29	$ 128.10
Year	3	112,340.00 kWh	$ 1,391.15	$ 0.073	$ 8,183.22	Year	3	92,720.21 kWh	$ 0.071	$ 6,559.70	$ 232.37
Year	4	112,340.00 kWh	$ 1,439.84	$ 0.075	$ 8,469.63	Year	4	92,673.85 kWh	$ 0.072	$ 6,687.54	$ 342.25
Year	5	112,340.00 kWh	$ 1,490.23	$ 0.078	$ 8,766.07	Year	5	92,627.51 kWh	$ 0.074	$ 6,817.88	$ 457.95
Year	6	112,340.00 kWh	$ 1,542.39	$ 0.081	$ 9,072.88	Year	6	92,581.20 kWh	$ 0.075	$ 6,950.76	$ 579.72
Year	7	112,340.00 kWh	$ 1,596.37	$ 0.084	$ 9,390.43	Year	7	92,534.91 kWh	$ 0.077	$ 7,086.23	$ 707.82
Year	8	112,340.00 kWh	$ 1,652.25	$ 0.087	$ 9,719.09	Year	8	92,488.64 kWh	$ 0.078	$ 7,224.35	$ 842.50
Year	9	112,340.00 kWh	$ 1,710.07	$ 0.090	$ 10,059.26	Year	9	92,442.40 kWh	$ 0.080	$ 7,365.15	$ 984.04
Year	10	112,340.00 kWh	$ 1,769.93	$ 0.093	$ 10,411.34	Year	10	92,396.18 kWh	$ 0.081	$ 7,508.69	$ 1,132.71
Year	11	112,340.00 kWh	$ 1,831.87	$ 0.096	$ 10,775.73	Year	11	92,349.98 kWh	$ 0.083	$ 7,655.04	$ 1,288.82
Year	12	112,340.00 kWh	$ 1,895.99	$ 0.099	$ 11,152.88	Year	12	92,303.80 kWh	$ 0.085	$ 7,804.24	$ 1,452.66
Year	13	112,340.00 kWh	$ 1,962.35	$ 0.103	$ 11,543.23	Year	13	92,257.65 kWh	$ 0.086	$ 7,956.34	$ 1,624.54
Year	14	112,340.00 kWh	$ 2,031.03	$ 0.106	$ 11,947.25	Year	14	92,211.52 kWh	$ 0.088	$ 8,111.41	$ 1,804.81
Year	15	112,340.00 kWh	$ 2,102.12	$ 0.110	$ 12,365.40	Year	15	92,165.42 kWh	$ 0.090	$ 8,269.50	$ 1,993.78
Year	16	112,340.00 kWh	$ 2,175.69	$ 0.114	$ 12,798.19	Year	16	92,119.33 kWh	$ 0.092	$ 8,430.67	$ 2,191.82
Year	17	112,340.00 kWh	$ 2,251.84	$ 0.118	$ 13,246.13	Year	17	92,073.27 kWh	$ 0.093	$ 8,594.99	$ 2,399.30
Year	18	112,340.00 kWh	$ 2,330.66	$ 0.122	$ 13,709.74	Year	18	92,027.24 kWh	$ 0.095	$ 8,762.50	$ 2,616.58
Year	19	112,340.00 kWh	$ 2,412.23	$ 0.126	$ 14,189.58	Year	19	91,981.22 kWh	$ 0.097	$ 8,933.28	$ 2,844.07
Year	20	112,340.00 kWh	$ 2,496.66	$ 0.131	$ 14,686.22	Year	20	91,935.23 kWh	$ 0.099	$ 9,107.39	$ 3,082.17
Year	21	112,340.00 kWh	$ 2,584.04	$ 0.135	$ 15,200.24	Year	21	91,889.27 kWh	$ 0.101	$ 9,284.90	$ 3,331.30
Year	22	112,340.00 kWh	$ 2,674.48	$ 0.140	$ 15,732.24	Year	22	91,843.32 kWh	$ 0.103	$ 9,465.86	$ 3,591.90
Year	23	112,340.00 kWh	$ 2,768.09	$ 0.145	$ 16,282.87	Year	23	91,797.40 kWh	$ 0.105	$ 9,650.35	$ 3,864.43
Year	24	112,340.00 kWh	$ 2,864.97	$ 0.150	$ 16,852.77	Year	24	91,751.50 kWh	$ 0.107	$ 9,838.44	$ 4,149.37
Year	25	112,340.00 kWh	$ 2,965.25	$ 0.155	$ 17,442.62	Year	25	91,705.62 kWh	$ 0.109	$ 10,030.19	$ 4,447.19

Estimated SITE Savings		
YEAR	5	$ 1,189.85
YEAR	10	$ 5,436.66
YEAR	15	$ 13,601.27
YEAR	20	$ 26,735.21
YEAR	25	$ 46,119.40

Estimated Project Cost to OWNER		
System: 68.5 kW	$	129,850.00
Fed. Solar Tax Credit (30%)	$	38,955.00
Asset Depreciation	$	35,319.00
Total Taxable Benefits	$	**74,274.00**
et System Cost After Benefit	$	55,576.00

SITE Buyout Example -	
Year	6
Year	10
Year	15
Year	20
Year	25

CEC Solar Staff Analysis

Assumptions:

92,000 Annual Production (kWh)
0.648% Decrease in Annual Production (Guarenteed 85% after 25 years)
$0.06800 Energy Cost per kWh (blended rate based on Historical Data)
1.75% Energy Cost Annual Increase
$129,850 Cost of Solar Panels
30.00% Federal Grant
State Grant
2.19% Discount Factor (20 Year Historical CIP)
$1,333 Annual Maintenance ($667) / Insurance Costs ($333) / Invertor replacements

This Model assumes no transmission fee charged by Mid American (Current situation). If interconnection agreement is in place prior to change in state law allowing for transmission fee existing agreements are unlikely to be impacted.

		Year	Production	Cost per kWh	Energy Savings	Maintenance/Insurance Cost	Debt Service	Annual Savings/(Cost)	PV Savings/(Cost)	NPV Savings/(Cost)
	0	6/1/2021	92,000	$0.0680	$6,256.00	($333.00)	($6,325.85)	-$402.85	-$402.85	($402.85)
	1	6/1/2022	91,404	$0.0692	$6,325.15	($333.00)	($6,325.85)	-$333.71	-$326.56	($729.41)
Installer Warranty period	2	6/1/2023	90,812	$0.0704	$6,393.13	($333.00)	($6,325.85)	-$265.72	-$254.45	($983.86)
	3	6/1/2024	90,223	$0.0716	$6,459.97	($333.00)	($6,325.85)	-$198.88	-$186.37	($1,170.23)
	4	6/1/2025	89,638	$0.0729	$6,534.64	($333.00)	($6,325.85)	-$124.21	-$113.90	($1,284.13)
	5	6/1/2026	89,058	$0.0742	$6,608.07	($333.00)	($6,325.85)	-$50.78	-$45.57	($1,329.70)
	6	6/1/2027	88,480	$0.0755	$6,680.28	(1,333.00)	($6,325.85)	-$978.58	-$859.30	($2,189.00)
	7	6/1/2028	87,907	$0.0768	$6,751.27	(1,333.00)	($6,325.85)	-$907.58	-$779.88	($2,968.88)
	8	6/1/2029	87,337	$0.0781	$6,821.06	(1,333.00)	($6,325.85)	-$837.79	-$704.48	($3,673.36)
	9	6/1/2030	86,772	$0.0795	$6,898.34	(1,333.00)	($6,325.85)	-$760.51	-$625.79	($4,299.15)
	10	6/1/2031	86,209	$0.0809	$6,974.33	(1,333.00)	($6,325.85)	-$684.52	-$551.19	($4,850.34)
	11	6/1/2032	85,651	$0.0823	$7,049.05	(1,333.00)	($6,325.85)	-$609.81	-$480.51	($5,330.85)
	12	6/1/2033	85,096	$0.0837	$7,122.50	(1,333.00)	($6,325.85)	-$536.35	-$413.57	($5,744.42)
	13	6/1/2034	84,544	$0.0852	$7,203.17	(1,333.00)	($6,325.85)	-$455.69	-$343.84	($6,088.26)
	14	6/1/2035	83,996	$0.0867	$7,282.48	(1,333.00)	($6,325.85)	-$376.37	-$277.90	($6,366.16)
	15	6/1/2036	83,452	$0.0882	$7,360.47	(1,333.00)	($6,325.85)	-$298.38	-$215.60	($6,581.76)
	16	6/1/2037	82,911	$0.0897	$7,437.14	(1,333.00)	($6,325.85)	-$221.71	-$156.77	($6,738.53)
	17	6/1/2038	82,374	$0.0913	$7,520.75	(1,333.00)	($6,325.85)	-$138.10	-$95.56	($6,834.09)
	18	6/1/2039	81,840	$0.0929	$7,602.96	(1,333.00)	($6,325.85)	-$55.89	-$37.85	($6,871.94)
	19	6/1/2040	81,310	$0.0945	$7,683.79	(1,333.00)	($6,325.85)	$24.93	$16.52	($6,855.42)
	20	6/1/2041	80,783	$0.0962	$7,771.33	(1,333.00)		$6,438.33	$4,174.51	($2,680.91)
	21	6/1/2042	80,260	$0.0979	$7,857.41	(1,333.00)		$6,524.41	$4,139.66	$1,458.75
	22	6/1/2043	79,739	$0.0996	$7,942.05	(1,333.00)		$6,609.05	$4,103.50	$5,562.25
	23	6/1/2044	79,223	$0.1013	$8,025.27	(1,333.00)		$6,692.27	$4,066.12	$9,628.37
	24	6/1/2045	78,709	$0.1031	$8,114.94	(1,333.00)		$6,781.94	$4,032.29	$13,660.66
ufactorer System Gauranteed to produce minimum of 85% of the initial production.	25	6/1/2046	78,199	$0.1049	$8,203.11	(1,333.00)		$6,870.11	$3,997.18	$17,657.84
Solar Panel Warranty Ends	26	6/1/2047	77,693	$0.1067	$8,289.80	(1,333.00)		$6,956.80	$3,960.88	$21,618.72
	27	6/1/2048	77,189	$0.1086	$8,382.74	(1,333.00)		$7,049.74	$3,927.78	$25,546.50
	28	6/1/2049	76,689	$0.1105	$8,474.13	(1,333.00)		$7,141.13	$3,893.43	$29,439.93
	29	6/1/2050	76,192	$0.1124	$8,563.99	(1,333.00)		$7,230.99	$3,857.93	$33,297.86
Presumed system end of life.	30	6/1/2051	75,698	$0.1144	$8,659.89	(1,333.00)		$7,326.89	$3,825.32	$37,123.18
Total								**$67,409.15**	**$37,123.18**	

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM:

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

GENERAL INFORMATION

SUMMARY

ATTACHMENTS
None

STAFF REPORT
CITY COUNCIL
February 5, 2024

TO: CITY COUNCIL

FROM:

SUBJECT: Mayor's Report

GENERAL INFORMATION

SUMMARY

ATTACHMENTS

1. Mayor's Report 1-31-2024

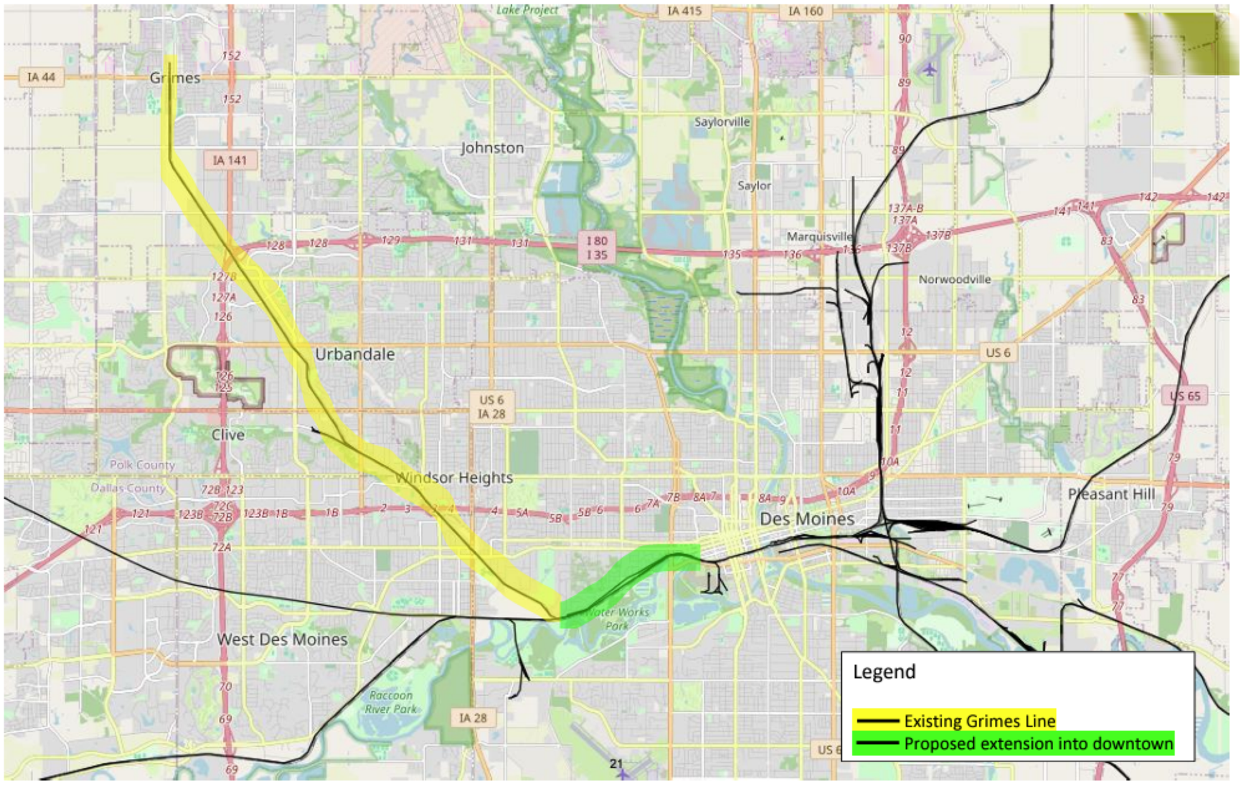
WINDSOR HEIGHTS
the heart of it all

MAYOR'S REPORT

Report Covers December 31st – January 31st, 2024

- In December AJ and I met with Polk County Assessor Randy Ripperger about a concerning trend regarding big box stores like Wal-Mart and Sam's Club (and Hy-Vee) consistently appealing their property taxes and having them lowered by the Courts. Obviously, that's problematic when a City bases a budget on a much higher amount. There isn't a lot we can do about this, per se, other than make residents and the populace at large, aware that big businesses aren't paying their fair share.
- On January 5th I attended a status conference in Smith v. City of Windsor Heights (Speed Camera Lawsuit). The Plaintiff had mentioned discovery and potentially certifying a class for a class action and the Defendant mentioned filing a motion for summary judgment. Since then, the City filed a Motion for Summary Judgment on January 23rd.
- Attended MAC virtually on January 9th. Heard from Mike McCoy and about all of the work that the MWA continues to do around the Metro.
- Attended MIALG on January 10th. Since I've been Mayor I do not believe we've held a mayoral meeting in Windsor Heights. With phase 1 of Colby Park underway I nominated Windsor Heights to be a host this summer.
- The Personnel & Finance Committee met on January 12th. The materials and minutes from that meeting were distributed to Council.
- I was named to the MPO Executive Committee, as well as the STBG Funding Subcommittee.
- I have a co-worker who is a Windsor Heights resident and she was raving about how well the roads were plowed. Shout out to Jason and his team for the long hours they put in to keep the roads clear.
- I, along with Council, received a number of emails regarding the proposed Casey's project at 70th Street and University Avenue. None of the emails that I received were supportive.
- AJ and I met with Megan and Lexy of Trees Forever on January 18th. We got some good ideas for what a tree grant program or a reforestation program could look like for the City at a relatively minimal cost.
- Later, I attended the MPO Policy Committee meeting. We got an update on the executive director search process, as of then there were four applications, with the posting closing on January 26th. Candidate interview day will be on February 15th and I will try to be personally present for that. We heard about the "Pop-Up Metro" Norfolk Southern Rail Spur Track Assessment. In short, the proposal is to do an assessment on introducing passenger rail on the highlighted rail (below), which is currently used for freight and passes through Windsor Heights. The assessment will cost approximately $25,000 and per staff, a number of private stakeholders as well as the DOT are interested in contributing, so the MPO might not even have to contribute anything financially. No

formal vote was recorded but the policy committee was supportive of staff continuing to explore what the assessment would look like.



- Mayor Trimble was kind enough to provide us with a letter of support for our 73rd Street RAISE Grant application. Thanks to him, for that.
- On January 23rd I attended the Polk County Emergency Management Annual Partnership meeting at the EMA HQ. A copy of the Meeting presentation is here: https://www.polkcountyiowa.gov/media/ju0ofuwu/2024-partnership-meeting-slides.pdf. A far more valuable resource was a handout they provided but it is only available on paper. If anyone is interested I can provide it to them. It cannot be copied due to how it is printed.
- Later, I attended the I attended the Metro Waste Authority Legislative Open House alongside Councilors Harms and Skeries. I had to leave early but it was an excellent turnout.
- On the 25th I attended Catch DSM via Zoom. I prefer to attended meetings in person when I can and as Thursdays are court service days, I have asked someone else to volunteer as primary on the Board of Directors. Susan was quick to reply and volunteer as tribute, so she will be nominated.
- On the 27th I attended the talk with officials at the Urbandale Chamber of Commerce. I was joined by Senator Celsi, Representative Konfrst and Supervisor McCoy. We had a meeting of the minds on most topics so it was more of a roundtable. I stayed for the Urbandale talk with officials where there wasn't so much of a "consensus" among the elected persons.
- I sent a comment to the Legislature in opposition to House File 2082 (removal of gender identity from the Iowa Civil Rights Act) and was pleased to see that it didn't make it out of subcommittee.