

City of Windsor Heights Regular Business Meeting Minutes
Monday, May 20, 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, Threase Harms, and Joseph Jones. Staff present: City Administrator Adam Plagge, City Clerk Adam Strait, Finance Director Rachelle Swisher, Police Chief Pete Roth, Fire Chief Jim Mease, City Engineer Justin Ernst

2. **Approval of the Agenda**

Motion by Threase Harms to APPROVE. Seconded by Joseph Jones. Motion passed 5-0.

3. **Presentation from MPO**

Chris Shires from the Des Moines Area Metropolitan Planning Organization (MPO) presented the organization's Comprehensive Safety Action Plan which has a goal to reduce and/or eliminate fatal and serious injury crashes.

A. Presentation Documents

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.

No public comment given

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

Motion by Joseph Jones to APPROVE. Seconded by Threase Harms. Motion passed 5-0.

A. Approve Minutes of the Regular Council Meeting on May 6, 2024

B. Approve Financial Reports

C. Approve Resolution No. 2024-36 - A Resolution Setting a Date of Meeting at Which it is Proposed to Approve a Development Agreement with Millang Properties, L.L.C., the Windsor, L.L.C. and Jensfam, LLC, Including Annual Appropriation Tax Increment Payments

D. Approve Resolution 2024-38 A Resolution Setting a Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Costs for the Windsor Heights CEC Solar Project

6. **Action Items:**

A. Consideration of Sister Cities Windsor Heights Representative's Request for Reimbursement for 2024 Kofu, Japan Delegation Trip

Mayor Mike Jones presented the request. Threase Harms suggested around \$4,000 based on her research for a trip as

described. Staff confirmed based on a 2023 request that there was \$3,800 allocated in the City budget. Motion by Threase Harms to APPROVE Up to \$3,800 for Reimbursement for Sister Cities Windsor Heights Representative's 2024 Kofu, Japan Delegation Trip. Seconded by Joseph Jones. Motion passed 5-0.

- B. Consideration of Resolution No. 2024-37 - Resolution awarding General Obligation Urban Renewal Bonds, Series 2024A and authorizing and approving a Loan Agreement, providing for the sale and issuance of Bonds and providing for the levy of taxes to pay the same

Tionna Pooler, City Financial Advisor, presented the bid tabulation and presented an overview of the sale of the bond with the recommendation to award the bid to Northland Securities, Inc. Motion by Threase Harms to APPROVE. Seconded by Joseph Jones. Motion passed 5-0.

- C. Consideration of Resolution No. 2024-35 - A Resolution Awarding the 2024 Televising Project to Hydro-Klean, LLC

Adam Plagge presented the need for the televising project and the concerns impacting residents. Justin Ernst was available to answer Council questions. Motion by Threase Harms to APPROVE. Seconded by Joseph Jones. Motion passed 5-0.

- D. Consideration of the 2nd Reading of Ordinance 2024-04 - An Ordinance Amending the Code of Ordinances for the City of Windsor Heights, Iowa, by Amending Chapter 185, Governing Floodplain Management

Adam Plagge commented that there had been no changes to the ordinance and no comments received. Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

- E. Consideration of the 3rd Reading of Ordinance No. 2024-03 - An Ordinance Amending the Code of Ordinances for the City of Windsor Heights, Iowa, by Amending Chapter 136, Governing Sidewalk Regulations; and to Adopt and Publish

Adam Plagge commented that there had been no changes to the ordinance and no comments received. Letters have been sent to residents and there has been two residents who have opted in. Motion by Michael Libbie to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

7. Reports:

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

Mike Jones - The MPO policy committee meet last week, There are 5 million dollars left in carbon reduction money that didn't go to DART, A subcommittee is putting together an application to apply for funding, It would potentially be something to look at for 73rd Street funding, Will bring an update once the parameters are set

Threase Harms - MAC meeting is upcoming in June, Personal

and Finance Committee meeting upcoming, Enjoyed time in DC for the partnership trip

Lauren Campbell - Attended DART meeting on May 7, Spoke towards reimagined DART for Windsor Heights to ensure we still have access to high quality public transportation, A survey will be coming for elected officials and city administrators as well as focus groups, Thanks to all who went to DC for the partnership trip and advocated for the City's needs, Thank to DART for putting on the rodeo, Represented the City well with bus driving skills

Michael Libbie - Had a productive DMDC meeting, Had a long Economic Development Committee, Talked to the new owner of 6500 University Ave and what he may do there, Other topics included the land use map, historic homes along University, ideas for Sherwood Forest, and the status of the old Sears building

Joseph Jones - No report

Susan Skeries - Had a fun time in DC with everyone from Windsor Heights and everyone from Des Moines area, Attended the Metro Waste Authority (MWA) meeting on May 15th, Held a Special Events Committee meeting on Friday, Mayor Jones sent out a reminder for Dinner Dispatch's 5 year anniversary on May 21, Set up a Chamber Connection event at MWA's facility in Grimes on May 30, On May 31 is Touch a Truck sponsored by Matt Cale and Marco's Pizza also attending will be MidAmerican Energy, MWA, Goldfish Swim School, Customer Concrete Pumping, Public Works, Police Department, and Fire Department, Always looking for volunteers for events to help have eyes and ears on kids, Big Urbandale Chamber event is coming up on May 23 the Central Iowa Business Conference, June 2 is the second Movies in the Park showing Elemental and still looking for volunteers to help

Adam Plagge - The Windsor will be in front of Planning and Zoning on Wednesday and will come up to Council at next meeting, Be weather aware for tomorrow's storms, Public Works is on alert, Met with the Foundation on a game plan for Nights in the Heights, Thanks to Lieutenant Norris for working with Walmart to allow for parking in their parking lot, Update on 73rd Street concerns: Walked 73rd and didn't see any pedestrian impact, Seems to have calmed down

i Police Report

8. **Adjourn**

Motion by Threase Harms to adjourn at 6:54 PM. Seconded by Joseph Jones. Motion passed 5-0.