

City of Windsor Heights Regular Business Meeting Minutes
Monday, March 4, 2019 – 6:00 P.M. Council Chambers

1. **Call to Order:** Mayor Burgess called the meeting to order at 6:00 P.M.
 Council members present: Zachary Bales-Henry, Joseph Jones (via teleconference), Mike Loffredo, Mike Jones, and Threase Harms (at 6:04 P.M.).
 Staff present: City Administrator Elizabeth Hansen, City Clerk Travis Cooke, Public Safety Director/Police Chief Chad McCluskey, Deputy Clerk/Communications Specialist Jessica Vogel, Public Works Director Dalton Jacobus, City Attorney Erin Clanton, and City Engineer Justin Ernst.
2. **Approval of the Agenda:** Motion by Mike Jones to approve the agenda. Seconded by Loffredo. Motion passed unanimously on a roll call vote (4-0).
3. **Presentation on Local Option Sales and Service Tax:** Mayor Burgess encouraged citizens to vote in the LOSST special election however they feel on the issue and noted that the City would be able to bond for projects against the LOSST revenue.
4. **Public Hearing (s)**
 - A. **Public Hearing on Fiscal Year 2019-2020 Budget:** Motion by Mike Jones to open the public hearing at 6:03 P.M. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote (4-0). No comments written or oral. Harms arrived at 6:04 P.M. Motion by Jones to close the hearing at 6:04 PM. Seconded by Loffredo. Motion passed unanimously on a roll call vote (5-0).
 - B. **Resolution No.19-0308, A Resolution approving the Fiscal Year 2019-20 Budget:** Motion by Mike Jones to approve Resolution No. 19-0308, A Resolution approving the Fiscal Year 2019-2020 Budget. Seconded by Loffredo. Roll call vote: Bales-Henry – aye, Loffredo – aye, Harms – nay, Mike Jones – aye, and Joseph Jones – aye. Motion passed 4-1.
5. **Public Comment:** None.
6. **Consent Agenda:**
 - A. Approve Minutes of the Regular Council Meeting on February 18, 2019
 - B. Approve Payment of Cash Disbursements
 - C. Approve Facility Use Agreement renewal with Ben Spellman for the use of the Community Event Center
 Motion by Mike Jones to approve the consent agenda. Seconded by Harms. Motion passed unanimously on a roll call vote.
7. **Old Business:**
 - A. Resolution No. 19-0206, A Resolution Approving an Amendment to the Fee Schedule of the City's Code of Ordinances: The council held an extensive discussion regarding the proposed amendments to the fee schedule. Consensus was reached on hazmat and sign fees. Council was unable to come to a consensus on the following: zoning verification/property research, zoning compliance, conditional use permit, and appeal/variance request. Motion by Mike Jones to approve Resolution No. 19-0206, A Resolution Approving an Amendment to the Fee Schedule of the City's Code of Ordinances with the exception of the following fees: zoning verification/property research, zoning compliance, conditional use permit, and appeal/variance request. Seconded by Harms. Motion passed unanimously on a roll call vote.
8. **New Business:**
 - A. Approve purchase of Freenotes Harmony Park Outdoor Musical Equipment for Colby Park in the amount of \$22,050: Windsor Heights Foundation President David Swartz presented the project planned for the park funded by the Foundation and a Prairie Meadows Grant completed by City staff Hansen and Denkinger. Harms asked about installation and maintenance expenses. Jacobus addressed questions and estimated that the costs to install the equipment would be less than \$1000. Motion by Loffredo to approve the purchase of Freenotes Harmony Park Outdoor Musical Equipment for Colby Park in the amount of \$22,050. Seconded by Harms. Motion passed unanimously on a roll call vote.
 - B. Approve Economic Development Program Grant from EcoSource for property acquisition at 6424 University Avenue in the amount of \$25,000: Mike Jones commented on the return on investment to the City by approving the grant and changing the property from residential to commercial valuation. Motion by Mike Jones to approve the Economic Development Program Grant from EcoSource for property acquisition at 6424 University Avenue in the amount of \$25,000. Seconded by Harms. Roll call vote: Mike Jones – aye, Harms – aye, Loffredo – aye, Joseph Jones – aye, and Bales-Henry – abstain. Motion passed 4-0-1.
 - C. Discussion and Appropriate Follow up on proposed 28E Agreements with the City of Urbandale or the City of Des Moines to provide Library Services: Council held an extensive discussion on library services and

heard from Des Moines Library Director Sue Woody and Urbandale Library Director Julie Wells on patron numbers and digital access. Public comment: John Thompson, 6300 School St. #222, has cards at both libraries and wants to continue to be able to use services at the Franklin Library. Keep both available for residents. Council would like to get more information from the citizens who use library services before going forward. Motion by Mike Jones to table consideration of 28E Agreement for library services to the April 1, 2019 Regular Council Meeting. Seconded by Harms. Motion passed unanimously on a roll call vote.

- D.** Approve Street Striping Service Agreement with QSI in the amount of \$11,200: Motion by Harms to approve Street Striping Service Agreement with QSI in the amount of \$11,200 for repainting of all pavement markings on 73rd Street. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

9. Reports:

Bales-Henry: Development Committee updates. Exploring green initiatives and topsoil ordinances.

Joseph Jones: None.

Loffredo: None.

Mayor Burgess: None.

Mike Jones: None.

Harms: Metro Waste updates. Community cardboard drop off program implementation issue with PWD Jacobus. Requested a meeting with PWD Jacobus and Loffredo as Metro Waste board appointees to discuss the issue and was denied the opportunity by the Mayor. Mayor Burgess not allowing contact between individual council members and staff. SOP (Standard Operating Procedures) needs to be eliminated to allow contact between council and staff. Mayor is using the SOP selectively to silence her as the only woman with a vote and a voice on the dias from doing her job. Registered a formal complaint against Mayor Burgess for unfair treatment of her being the only woman on the council and for removing her from all city appointed committees when she has the knowledge, skills, and experience that would allow her to serve on those committees. Mayor has limited her access to City information and is preventing her from fulfilling the responsibilities given to her when she took the oath to represent the citizens of Windsor Heights. No leadership or trust in the community. Asked the men on the council to put themselves in her shoes and stop the intimidating and interrogating efforts by the Mayor. Lack of leadership has created divide in the community. Time to stand up and take our city back by taking the first step and eliminating the SOP that is preventing the council from doing their job as elected by the citizens to do and not be paralyzed by the actions of the Mayor. Requested that elimination of the SOP on the April 1, 2019 council agenda for consideration. City Attorney Clanton asked Ms. Harms if she would like a formal investigation into this complaint. Harms replied that she does not think that they need to do a formal investigation and that would be a waste of the taxpayers money. Let the residents of the community be the judge of the actions being taken in the community. The Council held a discussion on the SOP after Ms. Harms' comments and came to the consensus to have the SOP on the April 1, 2019 agenda.

Joseph Jones left the teleconference at 7:01 P.M.

- 10. Closed Session:** Pursuant to Iowa Code Section 21.5 (1)(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

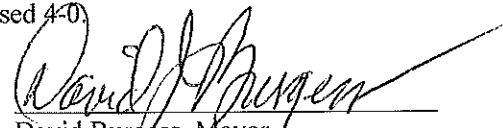
Motion by Loffredo to enter Closed Session at 7:02 P.M. Seconded by Harms. Roll call vote: Loffredo – aye, Harms – aye, Bales-Henry – aye, and Mike Jones – aye. Motion passed 4-0.

Motion by Harms to leave closed session at 7:13 P.M. Seconded by Bales-Henry. Roll call vote: Harms – aye, Loffredo – aye, Mike Jones – aye, and Bales-Henry – aye. Motion passed 4-0.

- 11. Adjourn to 6:00 pm on Monday, March 18, 2019, for a Council Work Session Meeting at the Council Chambers.**

Motion by to Loffredo to adjourn the meeting at 7:15 P.M. Seconded by Mike Jones. Roll call vote: Loffredo – aye, Harms – aye, Bales-Henry – aye, and Mike Jones - aye. Motion passed 4-0.

ATTEST.
Travis Cooke, City Clerk


David Burgess, Mayor