

City of Windsor Heights Regular Business Meeting Minutes
Monday, June 17, 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, Mike Loffredo, Mike Jones, and Threase Harms.
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, Building and Zoning Official Sheilah Lizer, City Attorney Erin Clanton, and City Engineer Justin Ernst.
2. **Pledge of Allegiance:** Pledge of Allegiance was recited.
3. **Approval of the Agenda:** Motion by Loffredo to approve the agenda with the removal of item #7B (cash disbursements) and item #7D (tobacco permits) for separate consideration. Seconded by Harms. Motion passed unanimously on a roll call vote.
4. **Presentation from Natural Resource Conservation (NRCS) and Watershed Management Authority (WMA) on Storm Water Best Practices Program:** John Swanson from the NRCS gave a presentation on storm water best management practices.
5. **Public Hearings:**
 - A. **Jake's Fireworks:**
 - a. **Public Hearing:** Motion by Mike Jones to open the public hearing at 6:12 PM. Seconded by Loffredo. Motion passed unanimously on a roll call vote. BZO Lizer gave a report on the history of fireworks legislation and the use of the proposed new building. Rusty Watson and Keith Olson representing Jake's Fireworks addressed questions from the council and citizens in attendance about the proposed business. Motion by Loffredo to close the public hearing at 6:27 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.
 - b. **Approval of the Site Plan for Jake's Fireworks:** Motion by Bales-Henry to approve the site plan for Jake's Fireworks. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.
 - B. **FY 2018-19 Budget Amendment**
 - a. **Public Hearing:** Motion by Harms to open the public hearing at 6:28 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote. City Clerk Cooke gave a brief overview of the budget amendment and answered questions from the council. Motion by Harms to close the public hearing at 6:30 PM. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.
 - b. **Resolution No. 19-0621, A Resolution approving the Fiscal Year 2018-19 Budget Amendment:** Motion by Harms to approve Resolution No. 19-0621. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
6. **Public Comment:**
 - i. John Thompson, 6300 School St. #222 – spoke in opposition to the use of credit cards.
 - ii. Mayor Burgess presented volunteer appreciation certificates to members of Keep Windsor Heights Beautiful.
7. **Consent Agenda:**
 - A. Approve Minutes of the Regular Council Meeting on June 3, 2019
 - B. Approve Payment of Cash Disbursements
 - C. Approve Financial Reports for Month of May 2019
 - D. Tobacco Permits
 - i. Walmart
 - ii. Sam's Club
 - iii. Hy-vee
 - iv. Super Quick Mart

- v. Aws's Mediterranean Market
- vi. Kum and Go
- vii. Ali Hashim
- viii. Quik Trip
- ix. MedPharm

E. Liquor License, Class Update, Al Punto

Motion by Joseph Jones to approve items 7A, 7C, and 7E of the consent agenda. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

Motion by Harms to approve item #7B (cash disbursements) excluding payments for Administrator Hansen's professional development activities including SHRM conference, IaCMA dues, and Iowa League of Cities annual conference. Seconded by Loffredo. Roll call vote: Bales-Henry – aye, Loffredo – aye, Harms – aye, Mike Jones – aye, and Joseph Jones – nay. Motion passed 4-1.

Motion by Loffredo to approve item #7D (tobacco permits). Seconded by Joseph Jones. Roll call vote: Bales-Henry – aye, Loffredo – aye, Harms – nay, Mike Jones – aye, and Joseph Jones – aye. Motion passed 4-1.

8. Old Business:

A. Approve Third and Final Reading of Ordinance No. 19-04, Amending Chapter 60.04.04 of the Code of Ordinances relating to Special Speed Zones:

Motion by Loffredo to approve the third and final reading of Ordinance No. 19-04. Seconded by Joseph Jones. Public comment: Louisa Dykstra, 6620 College Ave, spoke in favor of the speed limit increase on University; presented a petition on behalf of the Windsor Heights Chamber in support of the speed limit increase. Dan Bredbeck, 1201 64th St, spoke in opposition to the speed limit increase. Dennis Block, 6412 University, spoke in opposition to the speed limit increase. Council comments: Harms stated that she is in opposition to the speed limit increase until University is completed. Mike Jones spoke in favor of the speed limit increase citing past citizen surveys. Roll call vote: Mike Jones – aye, Harms – nay, Loffredo – aye, Joseph Jones - aye, and Bales-Henry – aye. Motion passed 4-1.

B. Approve Third and Final Reading of Ordinance No. 19-05, Amending Chapter 161 of the Code of Ordinances regarding Post-Construction Storm Water Management:

Motion by Loffredo to approve the third and final reading of Ordinance No. 19-05. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.

C. Approve Third and Final Reading of Ordinance No. 19-06, Amending Chapter 96 of the Code of Ordinances:

Motion by Mike Jones to approve the third and final reading of Ordinance No. 19-06. Seconded by Harms. Motion passed unanimously on a roll call vote.

D. Update on ADA accessibility on 64th Street and University Avenue:

City Engineer Ernst reviewed a memo prepared for council on the matter. Any ADA issues will be resolved with the planned reconstruction of University Avenue. Public comment: Dan Bredbeck, 1201 64th St, spoke in opposition to the report.

9. New Business:

A. Discussion and Appropriate Follow Up on IDOT Submittal Plans of the University Avenue Reconstruction Project:

City Engineer Ernst gave a brief update on the approval process and noted the deadline of August 8th for bid letting in December. Motion by Joseph Jones to approve the submittal of the University Avenue Reconstruction Plans to IDOT. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.

B. Approve Resolution No. 19-0622, A Resolution Authorizing the City of Windsor Heights, Iowa, to make an Application to the Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grant Program:

City Engineer Ernst gave an introduction to the Federal grant program. Motion by Joseph Jones to approve Resolution No. 19-0622. Seconded by Harms. Motion passed unanimously on a roll call vote.

C. Approve Resolution No. 19-0623, A Resolution Approving Fiscal Year 2018-2019 Fund Transfers for the City of Windsor Heights, Iowa:

Motion by Harms to approve resolution No. 19-0623. Seconded by Joseph Jones. Motion passed unanimously on a roll call vote.

10. Reports:

Joseph Jones: Bravo Board meeting awarding public arts grants. Community Foundation 50th anniversary celebration.

Loffredo: Thanked public works for cross walk timing study.

Harms: Metro Waste meeting and Public Safety Committee meetings upcoming.

- 11. 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 Mike Jones to convene into closed session at 7:22 PM. Seconded by Joseph Jones. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0. Motion by Joseph Jones to convene into open session at 7:49 PM. Seconded by Harms. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.

- 12. Possible Action after Closed Session:** None.

- 13. Adjourn to 6:00 pm on Monday, July 15, 2019, for a Regular Council Meeting at the Council Chambers.**

Motion by Harms to adjourn the meeting at 7:50 PM. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.



David Burgess, Mayor



Attest: Travis Cooke, City Clerk