

**City of Windsor Heights Regular Business Meeting Minutes
July 16, 2018- 6:00 p.m. Council Chambers**

1. Call to Order

Mayor Burgess called the meeting to order at 6:00 PM.

2. Roll Call

Council members present: Michael Loffredo, Mike Jones, Joseph Jones and Threase Harms. Absent: Zachary Bales-Henry

Staff present: City Administrator Elizabeth Hansen, Deputy Clerk/Communications Specialist Jessica Vogel, Public Works Director Dalton Jacobus, Building and Zoning Official Sheilah Lizer, Park and Recreation Coordinator Michele Denkinger, City Attorney Matt Brick, and City Engineer Justin Ernst.

3. Approval of the Agenda

Mayor Burgess amended the agenda to remove item#8A. Threase Harms motioned to approve the agenda and Joseph Jones seconded the motion. After due consideration and discussion the roll was called. Motion passed unanimously on a roll call vote.

4. Report by Des Moines Water Works

Bill Stowe and Amy Kahler spoke on Windsor Heights and Des Moines Water Works relationship. Sue Huppert spoke on regionalization.

5. Public Comment:

Lauren Campbell, Chamber Board Member provided a report of the 4th of July parade.

Michael Libbie, Chamber Executive Director spoke on Nights in the Heights and ACCE. Lunch and Learn on July 25th will be about University Avenue Re-Design.

Darren Skeries, 1441 64th, spoke in opposition of the City Administrator's raise and supported pushing the decision to the next meeting when all of the Council would have been present. In opposition of the communications that were sent out during the flooding and not using all avenues. If special events is canceled then why do we have a special events coordinator? Frustrated with the Council and their facial expressions and arguing. His wife has sent e-mails and lack of response. Morale issues with this City and why long term employees are leaving and the need for exit interviews.

Tracy Willits, 1911 76th St, spoke regarding the flooding issue and what the mitigation plan is going to be about being a reservoir for Urbandale, Clive and West Des Moines. What are we going to do when the flood gates close at 63rd Street? What are we going to do about run-off and maintaining our creek?

Eric Klein, Clive resident, spoke on debris and a large tree that came down four years ago that helped cause flooding in Walnut Creek and what will be the clean-up plan be for the debris.

Loffredo: Spoke on the flood and damage around the City and made visits around the City to speak with residents.

Mike Jones: Spoke on Walnut Creek and having a conversation about flooding with surrounding communities. Jones stated that there needs to be a greater discussion not only about Walnut Creek but with other cities and the areas that are expanding and not leaving detention areas to help with flooding.

Harms: Spoke on flooding issues and mitigation for the last few years, what the City can do, and volunteering. We should have a review on what worked, what didn't work, and what we can do to improve during the emergent flood situation. Kudos to the public safety staff for all of your flood efforts and thank you to all the volunteers. Disappointment with interactions the Mayor had with our residents and business owners. Harms expressed disappointment and concern for the City's lack of communication, professionalism and care for our residents.

6. Approval of the Consent Agenda:

Joseph Jones motioned and Threase Harms seconded the motion to approve the Consent Agenda with item#6D to be removed. Michael Loffredo had a question on the 28E on Section 8 housing and asked to defer

item#6D until Bob Fagan from City of Des Moines could answer questions on Section 8 housing. After due consideration and discussion the roll was called. Motion passed unanimously on a roll call vote.

7. Old Business:

A. Approve Resolution No. 18-0627, A Resolution approving the City Administrator's appointment of City Clerk

Motion by Mike Jones to approve the resolution approving the appointment of City Clerk. Seconded by Joseph Jones. Travis Cooke introduced himself to the Council. Council asked Travis Cooke about his experience and what he would bring to this position. After due consideration and discussion the roll was called. Ayes: Jones, Jones and Loffredo. Nays: Harms. Motion carried 3-1.

B. 2017 Sidewalk Project – Kingston Services

i. Approve pay request No. 10 in the amount of \$87,856.28

Joseph Jones and Mike Jones seconded the motion to approve pay request No.10 in the amount of \$87,856.28. City Engineer Justin Ernst provided the Council an update on the project. Council had questions on the seeding and inquired as to whether or not the contractor had met the plans and specs and if the residents on 63rd street had been communicated with regarding the plan. After due consideration and discussion the roll was called. Motion passed unanimously on a roll call vote.

C. 2018 PCC Patching Project- Kingston Services

i. Approve pay request No. 1 in the amount of \$43,890

Threase Harms motioned and Michael Loffredo seconded the motion to approve the pay request No.1 in the amount of \$43,890. City Engineer Justin Ernst explained this is the concrete work at public works. After due consideration and discussion the roll was called. Motion passed unanimously on a roll call vote.

D. 2018 HMA Resurfacing- Grimes Asphalt & Paving Corporation

i. Approve pay request No. 2 in the amount of \$91,913.31

Mike Jones motioned and Threase Harms seconded the motion to approve the pay request No.2 in the amount of \$91,913.31. City Engineer Justin Ernst explained this the patching on 70th Street. After due consideration and discussion the roll was called. Motion passed unanimously on a roll call vote.

8. New Business:

A. Discussion and Appropriate Follow Up on Storm Water Analysis by UMB Bank

This item was removed for consideration until August 6, 2018.

B. Discussion and Appropriate Follow Up on Resolution No.18-0730 on approving the 28E agreement with Neighborhood Finance Corporation Housing Program

Stephanie Preusch, Executive Director for Neighborhood Finance Corporation answered questions on the agreement. Joseph Jones motioned and Mike Jones seconded to approve the 28E agreement. After due consideration and discussion the roll was called. Motion passed unanimously on a roll call vote.

C. Discussion and Appropriate Follow Up on Chapter 40 pertaining to the Greenbelt Bike Trail Hours

Joseph Jones motioned and Threase Harms seconded to set the public hearing for August 6, 2018 and to direct staff to draft an amendment to Code 40.08.01(3) to reflect use of trails in the City based on Council directive. Council held a discussion on the trail and hours of use, enforcement of the trail rules, and the safety of the trails. After due consideration and discussion the roll was called. Motion passed unanimously on a roll call vote.

D. Discussion and Appropriate Follow-Up on Resolution No.18-0731, A Resolution Approving the Temporary Waiver of Building Permit Fees for Flood Damaged Properties in Windsor Heights, Iowa

Mike Jones motioned and Michael Loffredo seconded to approve resolution 18-0731 to temporarily waive building permit fees for flood damaged properties. Tracy Willits asked for clarification on the time frame. Council Member Harms asked if it was residents and businesses. The Mayor confirmed that businesses were not included. After due consideration and discussion the roll was called. Motion passed unanimously on a roll call vote.

9. Reports:

City Administrator/Mayor/Council/Staff/Board, Committee, Commission updates

Joseph Jones: Working on Movies in the Park.

Loffredo: Nothing.

Mike Jones: Nothing.

Loffredo: Will be attending Metro Waste meeting on Wednesday.

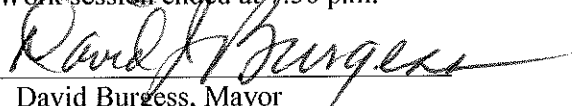
Harms: Council member Harms expressed her disappointment on the elimination of committees specifically removing residents from them at a time when we are heavily criticized for not listening to constituents and not providing communication. Harms asked the Mayor to explain his rationale. Harms expressed concerns that the Mayor did not follow the SOP by holding over items on the June 18th agenda at the request of two Council members. Items included the City Administrator's review, approval of Mayor's committee appointments, and the Emerald Ash Borer plan. Harms stated that there were concerns expressed by multiple Council members and that the entire Council did not have the opportunity to discuss the performance review. The Mayor refused to reopen the review and informed Harms that the personnel file was closed. Harms again requested that the entire Council be given the opportunity to look at and discuss the review together.

10. Adjourn to Work Session immediately following the Regular Council Meeting at the Council Chambers.

Joseph Jones moved to approve and Michael Loffredo seconded the adjournment at 7:21 p.m. Motion approved unanimously on a roll call vote.

A. Work Session on Special Events

Council discussed a collaborative effort with the Chamber and Foundation as well with businesses within Windsor Heights. Council spoke on getting the events on the calendar. Relocating the fireworks to August 7th. Action items will be addressed on the next agenda. Work session ended at 7:50 p.m.


David Burgess, Mayor

ATTEST:

Travis Cooke, City Clerk