

City of Windsor Heights Regular Business Meeting Minutes
Monday, August 3, 2020 – 6:00 P.M. via ZOOM

1. **Call to Order/Roll Call/Pledge of Allegiance:** Mayor Burgess called the meeting to order via Zoom at 6:00 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: Interim Administrator Mark Arentsen, City Clerk Travis Cooke, Public Safety Director Chad McCluskey, Finance Director Rachelle Swisher, Public Works Director Dalton Jacobus, Communications/Recreation Coordinator Whitney Tucker, City Engineer Justin Ernst, and City Attorney Erin Clanton.
2. **Approval of the Agenda:** Motion by Joseph Jones to approve the agenda. Seconded by Harms. Motion passed 5-0.
3. **Public Forum:** None.
4. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.
 - A. **Approve Minutes of the Regular Council Meeting on July 20, 2020**
 - B. **Approve Payment of Claims**Motion by Loffredo to approve the consent agenda. Seconded by Harms. Motion passed 5-0.
5. **Old Business**
 - A. **Consideration of Resolution No. 2020-96 - A Resolution Setting a Public Hearing on Ordinance No. 20-07 - An Ordinance Amending the Code of Ordinances for the City of Windsor Heights, Iowa, by Amending City Code 174.08 to Further Define Surfaces Allowed for Parking on Private Property and to add Parking Prohibitions for Vehicles Parked on Private Property for the Purpose of Sale:** Motion by Harms to approve Resolution No. 2020-96. Seconded by Skeries. Motion passed 5-0.
 - B. **Consideration of the Second Reading of Ordinance No. 20-06 - An Ordinance Amending City Code 60.10.07 to Remove Subsection 21 Related to Unimproved Surfaces and Removing Private Property Language from Subsection 22:** Motion by Harms to approve the second reading of Ordinance No. 20-06. Seconded by Joseph Jones. Motion passed 5-0.
 - C. **Consider Waiving the Third and Final Reading of Ordinance No. 20-06 - An Ordinance Amending City Code 60.10.07 to Remove Subsection 21 Related to Unimproved Surfaces and Removing Private Property Language from Subsection 22 and Move to Adopt Ordinance No. 20-06:** Motion by Loffredo to waive the third and final reading and move to adopt Ordinance No. 20-06. Seconded by Mike Jones. Motion passed 5-0.
6. **New Business:**
 - A. **Consideration of Pay Request No. 3 - University Avenue Project:** Motion by Harms to approve Pay

Request No. 3 – University Avenue Project. Seconded by Mike Jones. Motion passed 5-0.

- B. **Consideration of Resolution No. 2020-97 - A Resolution Approving Small Business Recovery Grants:** Motion by Joseph Jones to approve Resolution No. 2020-97 with the removal of Des Moines Pre-Owned Auto and the reduction to the Windsor Heights Chamber to \$2,500. Seconded by Harms. Motion passed 5-0.
- C. **Consideration of Resolution No. 2020-98 - A Resolution to Receive and File the 2020 Windsor Heights Urban Forestry Management Plan and Discussion on EAB Assistance on Private Property:** Aaron Wright and Emma Hanigan of the Iowa DNR gave an overview of the Urban Forestry Management Plan. Council discussed options for EAB assistance on private property. Motion by Harms to approve Resolution No. 2020-98 and have the public works committee make recommendations to council for an ash tree removal or treatment plan on city owned trees and a grant or loan plan for EAB assistance on private property. Seconded by Skeries. Motion passed 5-0.
- D. **Consideration of Resolution No. 2020-99 - A Resolution Allowing the Temporary Policy for Community Center Rental Reimbursements Due to the Public Health Threat of the COVID-19 Pandemic:** Motion by Harms to approve Resolution No. 2020-99. Seconded by Mike Jones. Motion passed 5-0.
- E. **Consideration of Resolution No. 2020-100 - A Resolution Supporting the Use of Face Masks During the COVID-19 Pandemic:** Motion by Loffredo to approve Resolution No. 2020-100. Seconded by Mike Jones. Motion passed 5-0.

7. **Reports:**

- A. **Mayor and Council Reports and Committee Updates:** Loffredo – public works committee updates. Joseph Jones – Dart updates. Movie in the park this week. Skeries – economic development committee updates. Meeting with Key Elements Consulting went well and they gave updates and additional information as requested. Thank you to Officer Roetman for actively helping stop a scam involving a city resident.
- B. **Interim City Administrator Report:** Working primarily on nuisance abatement and will be rolling out property tax abatement information.

8. **Adjourn:** Motion by Mike Jones to adjourn the meeting at 7:07 PM. Seconded by Harms. Motion passed 5-0.



Dave Burgess, Mayor



Travis Cooke, City Clerk