

**City of Windsor Heights Regular Business Meeting Minutes**  
**Monday, September 21, 2020 - 6:00 PM**  
**VIA ZOOM**

**1. Call to Order/Roll Call/Pledge of Allegiance**

Mayor Burgess called the meeting to order at 6:00 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo(at 6:03 PM), Mike Jones and Threase Harms . Staff present: City Administrator Dennis Durham, City Clerk Travis Cooke, Finance Director Rachelle Swisher, Police Chief Chad McCluskey, Public Works Director Dalton Jacobus, City Attorney Matt Brick, and City Engineer Justin Ernst. The Pledge of Allegiance was recited.

**2. Approval of the Agenda**

Motion by Harms to approve the agenda. Seconded by Mike Jones . Motion passed unanimously on roll call vote (4-0).

**3. Public Hearing:**

- A. Public Hearing on Ordinance No. 20-08 - An Ordinance Amending Chapter 156.04 of the Windsor Heights Code of Ordinances to Remove Requirements for Rental Property Signage to be Provided Solely by the City, and Setting Size and Placement Limitations on Private Rental Signage

Motion by Harms to open the public hearing at 6:02 PM. Seconded by Joseph Jones . Motion passed unanimously on roll call vote (4-0). No public comments written or oral. Council asked questions relating to rental property regulation. Motion by Harms to close the public hearing at 6:08 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote (5-0).

- B. Consideration of the First Reading of Ordinance No. 20-08 - An Ordinance Amending Chapter 156.04 of the Windsor Heights Code of Ordinances to Remove Requirements for Rental Property Signage to be Provided Solely by the City, and Setting Size and Placement Limitations on Private Rental Signage

Motion by Harms to approve the First Reading of Ordinance No. 20-08 - An Ordinance Amending Chapter 156.04 of the Windsor Heights Code of Ordinances to Remove Requirements for Rental Property Signage to be Provided Solely by the City, and Setting Size and Placement Limitations on Private Rental Signage. Seconded by Mike Jones. Motion passed unanimously on roll call vote.

**4. MetroNet Presentation - Kathy Sheller - MetroNet Government Affairs Director**

Kathy Sheller gave a presentation on MetroNet fiber internet service planned for the City.

- A. Consideration of MetroNet Agreement

Motion by Harms to approve MetroNet Agreement . Seconded by Mike Jones. Motion passed unanimously on roll call vote.

**5. Public Forum:**

None.

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

Motion by Joseph Jones to approve the Consent Agenda Items A-D. Seconded by Harms. Motion passed unanimously on roll call vote.

- A. Approve Minutes of the Regular Council Meeting on September 8, 2020
- B. Approve Payment of Claims
- C. Approve Financial Reports
- D. Approve Real Estate Purchase Agreement 63rd and University Property

**7. Old Business:**

- A. Consideration of Resolution No. 2020-111- A Resolution Awarding a Contract to OPN Architects to Provide Concepts and Schematic Design of Community Center Flood Wall Improvements in the Amount of \$19,190

Motion by Mike Jones to approve Resolution No. 2020-111- A Resolution Awarding a Contract to OPN Architects to Provide Concepts and Schematic Design of Community Center Flood Wall Improvements in the Amount of \$19,190. Seconded by Loffredo. Roll call vote: Mike Jones - nay, Loffredo - nay, Skeries - nay, Joseph Jones - nay, and Harms - nay. Motion failed 0-5.

- B. Consideration of Resolution No. 2020 - 112 - A Resolution Approving a Scope and Fee for a Traffic Analysis on 69th Street between Hickman Road and Washington Ave in the Amount of \$5,500

Motion by Loffredo to approve Resolution No. 2020 - 112 - A Resolution Approving a Scope and Fee for a Traffic Analysis on 69th Street between Hickman Road and Washington Ave in the amount of \$5,500. Seconded by Mike Jones. Roll call vote: Loffredo - nay, Mike Jones - nay, Skeries - nay, Joseph Jones - aye, and Hann s - aye Motion failed 2-3.

**8. New Business:**

- A. Consideration of Resolution No. 2020-113- A Resolution Supporting the United Way of Central Iowa's 21-Day Equity Challenge

Motion by Mike Jones to approve Resolution No. 2020-113- A Resolution Supporting the United Way of Central Iowa's 21-Day Equity Challenge. Seconded by Harms. Motion passed unanimously on roll call vote.

- B. Consideration of Resolution No. 2020-114 - A Resolution Approving a Scope of Services Agreement with Bolton and Menk, Inc. in the Amount not to Exceed \$29,000 to Provide Engineering and Construction Administration Services for a Public/Private Partnership Streambank Stabilization Project on North Walnut Creek

Motion by Mike Jones to approve Resolution No. 2020-114 - A Resolution Approving a Scope of Services Agreement with Bolton and Menk, Inc. in the Amount not to Exceed \$29,000 to Provide Engineering and Construction Administration Services for a Public/Private Partnership Streambank Stabilization Project on North Walnut Creek. Seconded by Harms . After due consideration and discussion Mike Jones withdrew his motion. Harms withdrew her second. Motion by Mike Jones to refer the project to the public works committee. Seconded by Skeries . Motion passed unanimously on roll call vote.

**9. Reports:**

A. Mayor and Council Reports and Committee Updates

Joseph Jones - movie in the park is this Friday. Dart will be unveiling its all electric bus soon. Mike Jones gave communications committee updates. Harms - public safety committee updates.

B. Public Safety Report

Given.

C. Public Works Director Report

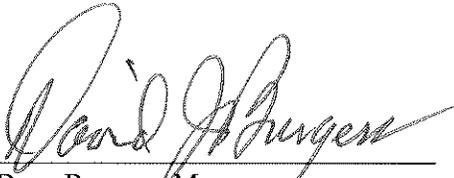
Given.

D. Communications/Recreation Coordinator Report

Given.

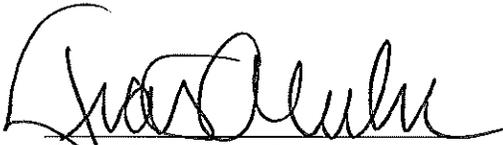
**10. Adjourn**

Motion by Harms to Adjourn at 6:59 PM. Seconded by Mike Jones. Motion passed unanimously on roll call vote.



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Dave Burgess, Mayor



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Travis Cooke, City Clerk