

**City of Windsor Heights Regular Business Meeting Minutes**  
**Monday, October 5, 2020 – 6:00 P.M. via ZOOM**

1. **Call to Order:** 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: City Administrator Dennis Durham, City Clerk Travis Cooke, Public Safety Director Chad McCluskey, Finance Director Rachelle Swisher, Public Works Director Dalton Jacobus, City Engineer Justin Ernst, and City Attorney Erin Clanton.
2. **Approval of the Agenda:** Motion by Loffredo to approve the agenda. Seconded by Harms. Motion passed unanimously on a roll call vote.
3. **Public Forum:** None.
4. **Consent Agenda:** Motion by Mike Jones to approve the consent agenda items A-B. Seconded by Skeries. Motion passed unanimously on a roll call vote.
  - A. Approve Minutes of the Regular Council Meeting on September 21, 2020
  - B. Approve Payment of Claims
5. **Old Business:**
  - A. Consideration of the Second 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 Loffredo to approve the second reading of Ordinance No. 20-08. Seconded by Harms. Motion passed unanimously on a roll call vote.
  - B. Consideration of Waiving the Third and Final 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 and Move to Adopt Ordinance No. 20-08: Motion by Mike Jones to waive the third and final reading and move to adopt Ordinance No. 20-08. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
6. **New Business:**
  - A. Consideration of Resolution No. 2020-115 - A Resolution Approving the Submittal of the Annual Street Financial Report to the Iowa Department of Transportation: Motion by Harms to approve Resolution No. 2020-115. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
  - B. Consideration of Resolution No. 2020-116 - A Resolution to Receive and File the Windsor Heights Master Parks Plan: Motion by Harms to approve Resolution No. 2020-116. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.
  - C. Consideration of Pay Request No. 2 - 2020 PCC Patching Project: Motion by Harms to approve Pay Request No. 2. Seconded by Mike Jones. Motion passed unanimously on

a roll call vote.

- D. Consideration of Pay Request No. 5 - University Avenue Project: Motion by Harms to approve Pay Request No. 5. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.
- E. Consideration of Change Order No. 1 - 2020 North Walnut Creek Bank Stabilization Project: Motion by Joseph Jones to approve Change Order No. 1. Seconded by Harms. Motion passed unanimously on a roll call vote.
- F. Consideration of Pay Request No. 2 - 2020 North Walnut Creek Bank Stabilization Project: Motion by Harms to approve Pay Request No. 2. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.

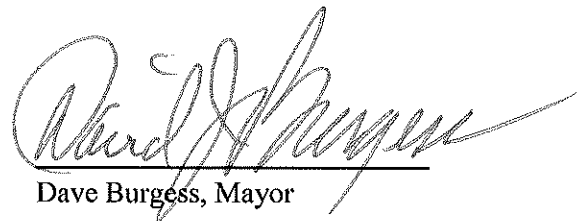
7. **Reports:**

- A. Mayor and Council Reports and Committee updates: Harms – public safety committee updates; Mike Jones – Public Works Committee updates; Loffredo – Welcome Program update; Joseph Jones – DART update and Movie in the Park this Friday; Skeries – Movie in the Park event is looking for food and beverage sponsors.
- B. City Administrator's Report: Asked Justin to give updates on construction projects on Allison and College.

8. **Adjourn:** Motion by Harms to adjourn the meeting at 6:36 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.



Travis Cooke, City Clerk



Dave Burgess, Mayor