

**City of Windsor Heights Regular Business Meeting Minutes**  
**Monday, February 20, 2023 - 6:00 PM**  
**WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST**

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

Mayor Jones called the meeting to order at 6:00 PM. Council members present: Susan Skeries, Michael Libbie, Lauren Campbell and Threase Harms. Absent: Joseph Jones. Staff present: Finance Director/Interim City Administrator Rachelle Swisher, City Clerk Travis Cooke, Deputy City Clerk Adam Strait, Public Works Director Jason Roberts, Interim Police Chief Derek Meyer, City Attorney Erin Clanton (via Zoom), and City Engineer Justin Ernst.

2. **Approval of the Agenda**

Motion by Threase Harms to Approve the Agenda. Seconded by Michael Libbie. Motion passed 4-0.

3. **Presentation of Bravo Greater Des Moines FY23-25 Strategic Plan - Bravo Greater Des Moines Executive Director Sally Dix**

A. Bravo Greater Des Moines FY23-25 Strategic Plan

Bravo Greater Des Moines Executive Director Sally Dix presented Bravo's FY 23-24 Strategic Plan.

4. **Public Hearing:**

A. Public Hearing on Proposed Contract Documents (plans, specifications and form of contract) and Estimated Cost for the 68th Street Reconstruction Improvements

Motion by Threase Harms to Open the Public Hearing at 6:15 PM. Seconded by Michael Libbie. Motion passed 4-0.

Mayor Jones gave a history of the communication efforts made by the city regarding the project.

Vicki Sodawasser, 2101 68th St. spoke in opposition to the project.

Raymond Steele, 1917 68th St. spoke in opposition to the project.

Motion by Threase Harms to Close Public Hearing at 6:36 PM. Seconded by Michael Libbie. Motion passed 4-0.

B. Consideration of Bids - 68th Street Reconstruction Improvements Project

Motion by Threase Harms to Approve the Bid from All-Star Concrete. Seconded by Michael Libbie. Motion passed 4-0.

5. **Public Forum:**

None.

6. **Consent Agenda:**

Motion by Threase Harms to Approve the Consent Agenda Items A-H less item G. Seconded by Susan Skeries. Motion passed 4-0.

Motion by Threase Harms to Approve Item G reappointing David Ferree to the Planning and

Zoning Commission. Seconded by Susan Skeries. Motion passed 4-0.

- A. Approve Minutes of the Regular Council Meeting on February 6, 2023
- B. Approve Payment of Claims
- C. Approve Financial Reports
- D. Approve Liquor License Renewal - The Ridgemont - 7400-7460 Hickman Road
- E. Approve Liquor License Renewal - Puerto Rico Restaurant - 6611 University Avenue
- F. Approve Re-appointment of John Villotti to the Board of Adjustment
- G. Approve Reappointment of David Ferree and Joe McConville to the Planning and Zoning Commission
- H. Approve Resolution No. 2023-12 - A Resolution to Set a Public Hearing on FY 2024-2034 CIP

**7. New Business:**

- A. Consideration of Interim Police Chief Contract  
Motion by Threase Harms to Approve the Interim Police Chief Contract with Travis Ouverson. Seconded by Michael Libbie. Motion passed 4-0.
- B. Consideration of Snow Plow Truck Purchases  
Motion by Susan Skeries to table Consideration of Snow Plow Truck Purchases until the March 20th council meeting with the Public Works Committee meeting in the meantime and any questions from council to be presented to the public works committee in writing as soon possible. Seconded by Threase Harms. Motion passed 4-0.
- C. Consideration of Resolution No. 2023-13 - A Resolution Authorizing the Execution of an Agreement between the City of Windsor Heights and the City of West Des Moines for Street Sweeping Services  
Motion by Threase Harms to Approve Resolution No. 2023-13 - A Resolution Authorizing the Execution of an Agreement between the City of Windsor Heights and the City of West Des Moines for Street Sweeping Services. Seconded by Susan Skeries. Motion passed 4-0.
- D. Discuss Spring Cleanup Day and City Wide Garage Sales  
Council discussed spring cleanup day and the city wide garage sale dates.
- E. Review FY 23-24 Budget  
Council reviewed the FY 23-24 Budget.

8. **Reports:**

A. Mayor, Council Reports and Committee Updates, and Administration Reports: Given


i Mayor's Report

ii January Fire Department Report

9. **Adjourn**

Motion by Threase Harms to Adjourn the Meeting at 6:39 PM. Seconded by Susan Skeries. Motion passed 4-0.

  
Travis Cooke, City Clerk

  
Mike Jones, Mayor