

City of Windsor Heights Regular Council Meeting Minutes
Monday, March 21, 2022 - 6:00 PM

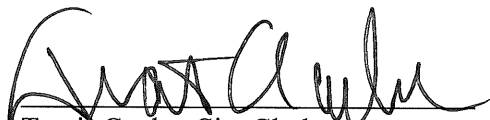
1. **Call to Order/Roll Call/Pledge of Allegiance:** Mayor Mike Jones called the meeting to order at 6:00 PM. Present: Susan Skeries, Joseph Jones, Michael Libbie, Lauren Campbell, and Threase Harms. Others present: City Administrator Dennis Durham, City Clerk Travis Cooke, Finance Director Rachelle Swisher, Public Safety Director Chad McCluskey, Public Works Director Dalton Jacobus, City Engineer Justin Ernst, and City Attorney Erin Clanton.
2. **Approval of the Agenda:** Motion by Harms to approve the agenda. Seconded by Libbie. Motion passed 5-0.
3. **Public Hearing**
 - A. Public Hearing on the Annual City of Windsor Heights Operating Budget for Fiscal year 2022-2023: Motion by Harms to open the public hearing at 6:01 PM. Seconded by J. Jones. Motion passed 5-0. No public comments written or oral. Motion by Harms to close the public hearing at 6:06 PM. Seconded by Libbie. Motion passed 5-0.
 - B. Consideration of Resolution No. 2022-21 - A Resolution Approving and Adopting the Annual City of Windsor Heights Operating Budget for Fiscal Year 2022-2023: Motion by Harms to approve Resolution No. 2022-21. Seconded by J. Jones. Motion passed 5-0.
4. **Public Forum:** None.
5. **Consideration of Resolution No. 2022-23 - A Resolution Honoring and Commending Sara K. Walker for Her Years of Service to the City and Citizens of Windsor Heights, Iowa:** Motion by Libbie to approve Resolution No. 2022-23. Seconded by J. Jones. Motion passed 5-0.
6. **Presentation from Greg Edwards - Catch Des Moines – Given.**
7. **Consent Agenda:** Motion by J. Jones to approve the consent agenda items A-F. Seconded by Harms. Motion passed 5-0.
 - A. Approve Minutes of the Regular Council Meeting on March 7, 2022
 - B. Approve Payment of Claims
 - C. Approve Financial Reports
 - D. Approve Liquor License - Puerto Rico Restaurant - 6611 University Ave STE 101
 - E. Approve Resolution No. 2022-22 - A Resolution Setting a Public Hearing on the FY 2022-2023 Capital Improvements Plan (CIP)
 - F. Approve Mayor Jones Appointments to the Economic Development Committee - Justin Williams, Zac Bales-Henry, Brian Sheriff, Betty Ridout, and Jim Egger
8. **New Business:**
 - A. Consideration of Site Plan for Clive Learning Academy - 1600 73rd St: Motion by J. Jones to approve the site plan. Seconded by Skeries. Motion passed 5-0.

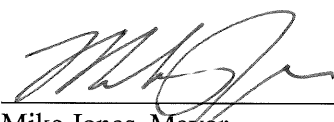
- B. Consideration of 28E Agreement between the City of Windsor Heights, Iowa and Polk County, Iowa Related to Certain City-Issued Prosecutions: Motion by Libbie to approve the 28E agreement. Seconded by Harms. Motion passed 5-0.
- C. Consideration of Deputy City Clerk Job Description: Motion by Libbie to approve the job description. Seconded by Skeries. Motion passed 4-1. Skeries voting nay.
- D. Discussion of Fall Festival: Council came to the consensus to explore options for staffing the fall festival and July 4th and bring them to a vote at a future council meeting.
- E. Consideration of Police Department Fleet Vehicle Purchase to Include Upfitting and Equipment at an Estimated Cost not to Exceed \$60,796.35: Motion by Harms to approve the fleet vehicle purchase. Seconded by Skeries. Motion passed 5-0.

9. **Reports:**

- A. Mayor and Council Reports and Committee Updates: Libbie: Thanked Chief McCluskey for the Public Safety annual report; held a coffee with council; highlighted training opportunity for the firefighters of Windsor Heights, Urbandale, and Clive at the soon to be demolished Apple Valley building; Keep Windsor Heights Beautiful spring cleanup on April 5th (rain date April 12). Skeries: Metrowaste update; public works committee meeting upcoming; WH Chamber Updates; Passed along a thank you from Clive Mayor John Edwards for the service he received from Officer Mark Davidson; passed along resident observation of professionalism from Officers Palmer and Roetman during a stressful incident at Kum & Go.
- B. Administration Reports: Given.
- C. Public Safety Report: Given.
- D. Public Works Report: Given.

10. **Adjourn to Council Work Session immediately following the Regular Council Meeting:** Motion by Harms to adjourn the meeting at 8:36 PM. Seconded by Skeries. Motion passed 5-0.


Travis Cooke, City Clerk


Mike Jones, Mayor