

**City of Windsor Heights Regular Council Meeting Minutes**  
**Monday, October 4, 2021 – 6:00 PM**

1. **Call to Order/Roll Call/Pledge of Allegiance:** Mayor Burges called the meeting to order at 6:00 PM. Present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms (via teleconference). Others present: City Administrator Dennis Durham, City Clerk Travis Cooke, Public Safety Director Chad McCluskey, 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 Loffredo to approve the agenda. Seconded by Skeries. Motion passed 5-0.
3. **Public Hearing:**
  - A. Public Hearing on Proposed Amendment to the Windsor Heights Consolidated Urban Renewal Area: Motion by Joseph Jones to open the public hearing at 6:02 PM. Seconded by Skeries. Motion passed 5-0. John Danos, City Bond Counsel, introduced the need for the public hearing and resolution related to the Urban Renewal Plan Amendment as the first step in being able to offer TIF rebates to Colby Interests for the proposed Aldi grocery store project. Brian Sheriff and Chris Panzi from Colby Interests gave a general overview of the Aldi project to be located at Apple Valley I and took questions from the council. No public comments written or oral. Motion by Joseph Jones to close the public hearing at 6:21 PM. Seconded by Skeries. Motion passed 5-0.
  - B. Consideration of Resolution No. 2021-36 - A Resolution to Approve Urban Renewal Plan Amendment for the Windsor Heights Consolidated Urban Renewal Area: Motion by Harms to approve Resolution No. 2021-36. Seconded by Joseph Jones. Motion passed 5-0.
  - C. Consideration of Resolution No. 2021-37 - A Resolution Setting a Date of Meeting at Which it is Proposed to Approve a Development Agreement With Charles I. Colby and Ruth Colby National Development Trust, Including Annual Appropriation Tax Increment Payments: Motion by Harms to approve Resolution No. 2021-37. Seconded by Skeries. Motion passed 5-0.
4. **Public Forum:** None.
5. **Consent Agenda:** Motion by Harms to approve items A-B including council member Skeries' request to amend the minutes to add additional comments made in open forum regarding the slope of the driveway and sidewalk installed at Dan Bredbeck's property. Seconded by Joseph Jones. Motion passed 5-0.
  - A. Approve Minutes of the Regular Council Meeting on September 20, 2021
  - B. Approve Payment of Claims
6. **New Business:**
  - A. Consideration of 69th Street Traffic Calming Options: Zack Yong, Planning Manager for the Des Moines Area MPO, gave a presentation on traffic calming options for 69<sup>th</sup> and


possibly other streets in the City. Council came to the consensus to gather criteria for the implementation of any future traffic calming and to hold a council work session on the issue.

- B. Consideration of Request from Mr. Dan Bredbeck: Council discussed options to address Mr. Bredbeck's issues with the slope of his driveway approach and sidewalk installed at his property as part of the University Avenue Improvements Project. Council came to the consensus to have the city engineer to produce a report and options for council to discuss at a future meeting.
- C. Consideration of Change Order No. 20 - University Avenue Improvements Project: Motion by Skeries to approve the Change Order No. 20 on the condition that the council reserves the right to recoup costs for the work from the appropriate party for not properly locating the damaged water meter vault and to add an additional five working days onto the project contract for Elder Corp to complete the work. Seconded by Mike Jones. Motion passed 5-0.
- D. Consideration of Pay Request No. 13 - University Avenue Improvements Project: Motion by Loffredo to approve Pay Request No. 13. Seconded by Skeries. Motion passed 5-0.
- E. Consider Approval of Lease Amendment Extending Lease for the Radio Tower Owned by RACOM at the Public Safety Facility through December 31, 2045, Contingent upon the Polk County Board of Supervisors Approving Termination of the Current 28E and Waiving all Fees: Motion by Loffredo to approve the lease extension contingent on action by the Polk County Board of Supervisors. Seconded by Skeries. Motion passed 5-0.
- F. Consideration of Resolution No. 2021-38 - A Resolution in Support of a Solar Group Buy in Windsor Heights: Motion by Harms to approve Resolution No. 2021-38. Seconded by Skeries. Motion passed 5-0.

7. **Reports:**

- A. Mayor and Council Reports and Committee Updates: Harms: none. Mike Jones: Bravo updates. Loffredo: None. Joseph Jones: DART meeting upcoming. Skeries: Attended Harmony Salon ribbon cutting, Communications Committee meeting upcoming, Economic Development Committee updates.
- B. Administration Report: Given.

8. **Adjourn:** Motion by Mike Jones to adjourn the meeting at 7:50 PM. Seconded by Skeries. Motion passed 5-0.



Travis Cooke, City Clerk



Dave Burgess, Mayor