

**City of Windsor Heights Regular Council Meeting Minutes**  
**Monday, October 18, 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, Finance Director Rachelle Swisher, 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 Skeries to approve the agenda. Seconded by Mike Jones. Motion passed 5-0.
3. **Public Hearing:**
  - A. Public Hearing on Proposed Development Agreement with Charles I. Colby and Ruth Colby National Development Trust: Motion by Mike Loffredo to open the public hearing at 6:01 PM. Seconded by Skeries. Motion passed 5-0. No public comments written or oral. Administrator Durham and Brian Sheriff of Colby Interests outlined the project and took questions from Council. Motion by Joseph Jones to close the public hearing at 6:14 PM. Seconded by Mike Jones. Motion passed 5-0.
  - B. Consideration of Resolution No. 2021-39 - A Resolution Approving Development Agreement with Charles I. Colby and Ruth Colby National Development Trust, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement: Motion by Mike Jones to approve Resolution No. 2021-39. Seconded by Joseph Jones. Motion passed 5-0.
4. **Public Forum:** Lauren Campbell, 1004 63<sup>rd</sup> St., gave updates on city council candidate forums taking place on October 19<sup>th</sup> and 28<sup>th</sup>.
5. **Consent Agenda:** Motion by Joseph Jones to approve items A-C. Seconded by Mike Jones. Motion passed 5-0.
  - A. Approve Minutes of the Regular Council Meeting on October 4, 2021
  - B. Approve Payment of Claims
  - C. Approve Financial Reports
6. **New Business:**
  - A. Consideration of Pay Request No. 14 - University Avenue Improvements Project: Motion by Mike Jones to approve Pay Request No. 14. Seconded by Skeries. Motion passed 5-0.
  - B. Consideration of Windsor Heights Chamber CEC Fee Waiver Request: Motion by Joseph Jones to approve the CEC waiver request for the Chamber. Seconded by Skeries. Motion passed 5-0.
7. **Reports:**


- A. Mayor and Council Reports and Committee Updates: Harms: MAC updates; Special Events Committee updates – Windsor Wonderland set for December 4<sup>th</sup>; State Revenue Estimating Committee updates. Mike Jones: none. Loffredo: flood mitigation study updates – JEO to hold open house on October 20<sup>th</sup> via Zoom followed by an open comment period. Presentation to Public Works Committee in November. Joseph Jones: Dart updates. Skeries: attended Taxpayers Association of Central Iowa event; Metrowaste meeting upcoming. Movies in the Park: Oct. 29<sup>th</sup> at dusk – Hocus Pocus; Nov. 12<sup>th</sup> Grease, and Dec 17<sup>th</sup> – Elf. PD drug takeback day is October 23<sup>rd</sup>; driveway approaches on University; parking issues at RC Diner; University streetlights need to be calibrated.
- B. Administration Reports: Administrator Durham asked for clarification on staff attending candidate forums and noticing requirements.

Public Safety Report: given.

Public Works Report: given.

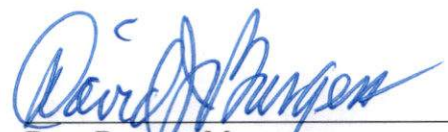
Communications/Recreation Coordinator Report: given.

- 8. **Closed Session:** City Council will convene into closed session pursuant to Iowa Code 21.5.(i) To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.
  - A. City Council will Convene into Closed Session: Motion by Skeries to convene into closed session at 6:46 PM. Seconded by Loffredo. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.
  - B. City Council will Convene into Open Session: Motion by Skeries to convene into open session at 7:31 PM. Seconded by Joseph Jones. Motion passed 5-0.
- 9. **Adjourn:** Motion by Joseph Jones to adjourn the meeting at 7:32 PM. Seconded by Skeries. Motion carried 5-0.



---

Travis Cooke, City Clerk



---

Dave Burgess, Mayor