City of Windsor Heights Regular Business Meeting Minutes
Monday, May 4, 2026 - 6:00 PM
WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST

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

   Mayor Mike Jones called the meeting to order at 6:00 PM. Members present: Susan Skeries, Joseph Jones, Lauren Campbell, Fletcher Barry and Threase Harms (arrive at 6:22PM). Staff present: City Administrator Adam Plagge City Clerk Adam Strait, Finance Director Rachelle Swisher, Public Works Director Andy Larson, Police Chief Pete Roth, Fire Chief Jim Mease, City Attorney Erin Clanton

2. **Approval of the Agenda**

   Motion by Susan Skeries to APPROVE. Seconded by Joseph Jones. Motion passed 4-0.

3. **Presentation**

   A. Metro Waste Authority Presentation

      Metro Waste Authority CEO Michael McCoy presented an overview of Metro Waste Authority operations, services, and future initiatives. McCoy highlighted the organization's landfill, recycling, hazardous waste, composting, and transfer station facilities. He discussed services provided to Windsor Heights, including garbage, recycling, yard waste, and customer support operations, while also recognizing the city's strong participation in recycling and battery collection programs. McCoy emphasized ongoing efforts to improve recycling technology, expand hazardous waste collection services, and address increasing fire risks caused by lithium batteries. He also outlined several upcoming capital projects, including a wastewater treatment facility, a new maintenance facility, and a landfill gas-powered microturbine project designed to generate electricity from landfill gas. Council members thanked Metro Waste Authority staff for their educational outreach and community involvement.

4. **Public Hearing:**

   A. Public Hearing on Urban Renewal Plan Amendment for the Windsor Heights Consolidated Urban Renewal Area

      Motion by Threase Harms to open the public hearing at 6:29 PM. Seconded by Susan Skeries. Motion passed 5-0. Bob Bishop, 1128 64th Street, spoke in support of the urban renewal plan amendment, noting the community's growth and redevelopment over the years and stating that the project aligns with community priorities to improve parks and streets. Motion by Threase Harms to close the public hearing at 6:33 PM. Seconded by Susan Skeries. Motion passed 5-0.

      i Consideration of Resolution 2026-34 - A Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Windsor Heights Consolidated Urban Renewal Area

         Threase Harms noted the amendments are appropriate. Motion by Joseph Jones to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

   B. Public Hearing on Adoption of Code of Ordinances for the City of Windsor Heights

      Motion by Susan Skeries to open the public hearing at 6:34 PM. Seconded by Joseph Jones. Motion passed 5-0. Adam Plagge noted due to a delay on the City's codification service's side, the first reading will of the ordinance to adopt will be on May 18. No public comment given. Motion by Threase Harms to close the public hearing at 6:35 PM. Seconded by Susan Skeries. Motion passed 5-0.

5. **Public Forum:** This is time set aside for comments from the public on topics of City business other than those listed on the agenda. No action may be taken. Please come to the podium, state your

name and address for the record and keep your comments to no more than 5 minutes.

No public comment given.

6. **Consent Agenda:** Any item on the Consent Agenda may be removed for separate consideration.

Motion by Threase Harms to APPROVE Consent Agenda and remove Items D and E for discussion. Seconded by Susan Skeries. Motion passed 5-0.

A. Approve Minutes of the Regular Council Meeting on April 20, 2026

B. Approve Financial Reports

C. Approve Liquor License Ownership Amendment - Maverik - 7229 University Ave

F. Approve Release of Request for Proposal For 6587 University Ave. Mural

G. Approve Walnut Creek Water Access Change Order 2

H. Approve Resolution No. 2026-35 - A Resolution Waiving CEC Fees for the Polk County Health Department's Cancer Coalition Kickoff on May 20, 2026

7. **Action Items:**

D. Approve Tobacco Permit - Bud & Mary's - 7239 Apply Valley Drive

Threase Harms asked for information regarding compliance issues and checks. Police Chief Pete Roth noted there has been no compliance issues and the last compliance check was conducted in March of 2026. Harms expressed ongoing concern about the high concentration of tobacco retailers within the city and the need to consider changes moving forward. Motion by Susan Skeries to APPROVE. Seconded by Joseph Jones.Roll call vote: Aye - Susan Skeries, Joseph Jones, Lauren Campbell, Fletcher Barry, Nay - Threase Harms. Motion Passed 4-1.

E. Approve Tobacco Permit - Walmart - 1001 73rd Street

Threase Harms expressed concern about youth access to tobacco products despite compliance checks, noting concerns raised through community conversations. Harms also emphasized concerns about the health impacts of tobacco use and Iowa’s high cancer rates, stating that increasing tobacco sales locations does not help address those public health issues. Police Chief Pete Roth noted there has been no compliance issues and the last compliance check was conducted in March of 2026. Motion by Joseph Jones to APPROVE. Seconded by Susan Skeries. Roll call vote: Aye - Susan Skeries, Joseph Jones, Lauren Campbell, Fletcher Barry, Nay - Threase Harms. Motion Passed 4-1.

A. Consideration of Resolution No. 2026-36 - A Resolution Setting Time and Place for a Public Hearing on Proposed Budget Amendment for Fiscal Year 2025-2026 for the City of Windsor Heights

Rachelle Swisher presented the item. Swisher highlighted the amendment information provided in the packet stating during the public hearing she would provide more in-depth commentary. Adam Plagge provided a year-to-date budget update, noting that approximately 84% of the fiscal year has been completed while about 74% of the budget has been expended. Plagge also reviewed new quarterly budget reporting formats developed through the city’s new financial software provider, which now include employee salary and benefit expenses within

departmental budgets to provide Council with improved expenditure tracking throughout the year. Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

B. Discuss Employee Health Benefit Contribution Rates and Consider FY27 Employee Health Benefit Contribution Rates

Council discussed employee health benefit contribution rates for Fiscal Year 2027 and reviewed comparative health insurance data from metro-area and Iowa public sector employers. Staff presented information on current employee contribution rates, proposed increases to health, dental, vision, and short-term disability cost-sharing, and the projected budget impacts of various contribution scenarios. Discussion focused on balancing competitive employee benefits with long-term fiscal sustainability, particularly in light of anticipated budget pressures and recent state property tax reform legislation. Council members expressed interest in conducting a broader, more comprehensive review of all employee benefits and discussed forming a smaller working group or committee to evaluate benefit structures and future policy recommendations. Joseph Jones noted that reviewing all employee benefits in open session with the full Council could be difficult and suggested that a smaller group of Council members and staff could first organize and evaluate the city's complete benefits structure, including eligibility, timelines, and overall costs. Council was in agreement. Threase Harms recommended having an initial presentation of all benefits to Council, allowing the opportunity to provide feedback prior to the smaller group's initial meeting. The smaller group would then provide a recommendation to Council. Council and Adam Plagge were in agreement with this approach. Multiple health benefit contribution scenarios were discussed, though concerns were raised regarding the financial impact on employees. Threase Harms made a motion to set FY27 individual and family healthcare employee share at 10% and implement staff recommendations for dental, vision, and short-term disability. The motion did not receive a second. Lauren Campbell made a motion to accept administration's recommended FY27 employee contribution rates. Joseph Jones Seconded. Roll call vote: Aye - Joseph Jones, Lauren Campbell, Fletcher Barry, Nay - Susan Skeries, Threase Harms. Motion Passed 3-2.

8. **Reports:**

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

- Councilor Teresa Harms reported that she is awaiting additional information from staff regarding the anticipated impacts of recently passed state property tax legislation on the City's future budgets. She emphasized the importance of the City being proactive and diligent in planning for potential financial impacts in order to avoid future late-night budget discussions regarding funding gaps or necessary budget reductions. Councilor Harms expressed optimism that the City can develop a plan and better understand the financial implications before January of next year.
- Councilor Lauren Campbell attended a Des Moines Area Regional Transit Authority (DART) meeting last Friday as the alternative for Councilor Joseph Jones.
- Councilor Fletcher Barry reported that he completed the Iowa League of Cities Municipal Leadership Academy (MLA) program and participated in several recent community volunteer activities, including the Earth Day stream cleanup event. He thanked Public Works staff, noting that cleanup areas appeared well maintained and cleaner than expected. Councilor Barry also shared that he met with the Windsor Heights Chamber Committee and reported that the Chamber's business spotlight initiative continues to progress well in highlighting and supporting local businesses within the community.
- Councilor Joseph Jones reported that the DART recently selected Erin Hockman as its new Chief Executive Officer following Amanda Wanke's departure. He noted that Hockman has served DART in increasing leadership roles over the years and expressed

support for the selection. Councilor Jones also shared that DART will continue discussions regarding implementation of the Reimagine transit system plan and noted that Council members received invitations to participate in an upcoming Route 4 ride-along event later in the month.

- Councilor Susan Skeries reported attending several recent community and regional events, including the Windsor Heights Chamber Women's Empowerment Breakfast, the AM Exchange, and the "Sip, Savor, and Support" fundraiser hosted by Building Lives Through Reading, where she and Councilor Harms participated in the organization's silent auction and discussed future collaboration opportunities. She also attended the Food Bank of Iowa's Women Fighting Hunger Breakfast in support of regional hunger relief efforts. Councilor Skeries shared that the City's Earth Day event was highly successful with an estimated attendance of more than 500 people and thanked volunteers and participants, highlighting the Soar Raptors exhibit and 3D printing demonstrations as major attractions. She also reported on the kickoff of the 2026 movie series featuring The Princess Diaries, thanked community partners for their participation, and noted preparations are underway for the upcoming Touch a Truck event. Additionally, Councilor Skeries shared that an article she authored on the importance of volunteering was recently published by the Greater Des Moines Partnership. She concluded by noting upcoming Metro Waste Authority and Girl Scouts events and reminded residents about the upcoming Wake Up Windsor Heights event at the Public Works facility.
- City Administrator Adam Plagge noted that the 74th Street Reconstruction will get underway a week from today.

9. **Adjourn** Council to adjourn to a work session immediately following the regular meeting.

Motion by Threase Harms to adjourn at 7:45 PM. Seconded by Susan Skeries. Motion Passed 5-0.