City of Windsor Heights Regular Business Meeting Minutes
Monday, June 1, 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. Staff present: City Administrator Adam Plagge City Clerk Adam Strait, Finance Director Rachelle Swisher, Fire Chief Jim Mease, Police Chief Pete Roth, Public Works Director Andy Larson, City Attorney Erin Clanton,

2. **Approval of the Agenda**

   Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

3. **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.

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

   Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

   A. Approve Minutes of the Regular Council Meeting on May 18, 2026

   B. Approve Financial Reports

   C. Approve 68th Street Improvements Change Order 6

   D. Approve 73rd Street Phase 1 STP-U-8477(615)—70-77 Change Order 11

5. **Action Items:**

   A. Consideration of the Second Reading of Ordinance 26-01 - An Ordinance Adopting the "Code of Ordinances of the City of Windsor Heights, Iowa"

      Adam Strait reported that no additional edits or recommendations had been received since the previous meeting and that previously approved revisions had been submitted for incorporation into the updated draft ahead of the third reading. Susan Skeries inquired whether proposed revisions related to nuisance lighting, such as indoor lighting shining into homes, and residential floodlights had been included in the recodification. Staff indicated they would review the ordinance and provide an update at the third reading. It was noted that floodlights are addressed within the nuisance code of Chapter 50. Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

   B. Consideration of Resolution No. 2026-38 - A Resolution authorizing the execution and delivery of amendments to the Fifth Supplemental Indenture of Trust for the benefit of ChildServe, Inc. and its Subsidiaries

      Adam Plagge presented an overview of the amendments. No further discussion was held. Motion by Joseph Jones to APPROVE. Seconded by Threase Harms. Motion passed 5-0.

   C. Discuss Process to Draft Electric Scooter and Mobility Device Ordinance

Staff introduced a discussion on developing an ordinance for electric scooters and other motorized mobility devices, noting that several metro cities, including Ankeny, Clive, and Waukee, have adopted or are drafting similar regulations. Staff suggested using existing models, including Ankeny's ordinance and Bicycle Coalition drafts, as a basis for a Windsor Heights approach, with a goal of returning a proposal to Council later this fall. Council supported referring the item to the Public Safety Committee for initial review beginning June 18. Members noted the potential need for additional stakeholder input or an ad hoc group but agreed the committee process was appropriate. Discussion focused on the importance of clear definitions for device types, alignment with Iowa Code, and consistent rules for use on trails, sidewalks, and roadways. Members also raised safety and enforcement concerns, particularly involving underage operators, improper vehicle classification, and lack of lighting or safety equipment. Staff and Council agreed the issue would likely require multiple work sessions to develop a comprehensive ordinance framework.

6. **Reports:**

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

- Councilor Theresa Harms attended a meeting of the Polk County Cancer Coalition, led by Polk County Public Health, and joined the coalition's Prevention Work Group. She noted the need for greater participation by local elected officials and encouraged the Council to consider how Windsor Heights can support efforts to reduce cancer risk within the community. Discussion focused on cancer incidence data, with smoking identified as the leading cause of both cancer diagnoses and cancer-related deaths in Polk County. Councilor Harms has requested information on local tobacco retailers to help evaluate potential policy considerations and emphasized the importance of continuing Windsor Heights' commitment to tobacco- and nicotine-free public facilities and grounds. Councilor Harms also encouraged the City to consider a broader community cancer prevention strategy, including public education on radon, water quality, and other environmental health concerns. She noted recent reports of elevated radon levels in local homes and highlighted the availability of free radon testing resources. Additionally, she thanked everyone involved in the successful Touch-a-Truck event, reported that the Personnel and Finance Committee continues to make progress on ongoing initiatives, and noted that the Benefits Ad Hoc Committee is scheduled to meet on June 10.
- Councilor Lauren Campbell attended the recent Touch-a-Truck event and assisted as needed throughout the day. She expressed her appreciation to Public Works, Police, Fire, and City Hall staff, as well as Susan and Ashlyn from the Children's Museum, for their efforts in organizing and coordinating the successful event. Councilor Campbell also reminded residents that the next Movies in the Park event will feature Zootopia 2 on Friday evening. She noted that she will be participating in the Washington, D.C. trip beginning Wednesday and will return Friday in time to attend the movie event.
- Councilor Fletcher Barry attended the ICON Water Trails Executive Briefing, where community leaders and stakeholders received updates on the organization's progress throughout the metro area, including developments related to the Colby Park access site. He also volunteered at the recent Touch-a-Truck event and thanked the organizers, staff, and volunteers who helped make the event a success. Councilor Barry noted the positive feedback received from residents, guests, and vendors. Councilor Barry also attended a DART tour of the new Route 4 and expressed support for the agency's efforts to improve regional transit connections. He highlighted the importance of Windsor Heights' role in the transit network, with two DART routes serving the community. Additionally, he looks forward to representing Windsor Heights on the

upcoming DM to DC trip and the opportunity to advocate for the community at the federal level.

- Councilor Joseph Jones reported that DART's new service is scheduled to begin on Sunday, June 14, with a commission meeting planned to continue discussions regarding implementation and related matters. Councilor Jones also reminded residents that the primary election is tomorrow and encouraged those who have not yet voted to do so. Polls will be open from 7:00 a.m. to 8:00 p.m.
- Councilor Susan Skeries thanked the many volunteers, staff members, and community partners who helped make the recent Touch-a-Truck event a success. Despite some transportation challenges involving the event shuttle, attendees remained positive and enjoyed the event. She also noted that feedback from participants indicated the shuttle service remained a valuable amenity and encouraged attendance. Councilor Skeries reminded residents that the next Movies in the Park event will take place this Friday and will feature Zootopia 2, along with several vendors and participation from the Des Moines Public Library. She also attended a DART tour of the new Route 4 and expressed enthusiasm for the expanded transit options, particularly the increased connectivity between Windsor Heights and destinations throughout the metro. Councilor Skeries noted that the tour provided valuable insight into the new service and highlighted Windsor Heights' strong representation among elected officials participating in the event.
- Mayor Jones noted that City Administrator Adam Plagge and him were in talks with the Polk County Housing Trust to present to Council on their housing dashboard and housing opportunities in Windsor Heights.
- City Administrator Adam Plagge reported that the Fire-EMS Collaboration Study continues to progress, with consultants expected to provide a draft report by the end of June. He also reminded residents that stormwater utility rates will increase from $9.00 to $9.50 per Equivalent Residential Unit (ERU) effective July 1, 2026, in accordance with the rate schedule adopted in the 2024 stormwater ordinance. Staff will coordinate public notifications through utility bill inserts, the City website, and other communication channels. Additionally, he provided an update on the 73rd Street reconstruction project, noting that the park trail is open, but the 73rd Street Trail is expected to remain closed until late July to ensure public safety while construction continues. Mr. Plagge also informed the Council that Central Iowa Water Works remains under a Stage 2 Water Shortage Plan, which includes a voluntary 50% reduction in outdoor water use. To support conservation efforts, staff proposed reduced operating hours for the Colby Park splash pad based on the severity of water restrictions while maintaining access during peak-use periods. Council came to a consensus that they were in agreement with the proposed hours with additional discussion to be held at the upcoming Public Works Committee meeting. He noted that staff will continue monitoring conditions, communicate any operational changes through multiple channels, and seek to balance water conservation goals with community recreation needs.

B. Public Safety Annual Report

C. Fire – EMS Collaboration Study Update

D. Stormwater Rate Report

E. 73rd Street Trail Closure Update

F. Stage II Water Alert and Splash Pad Operational Hours Reduction Plan

7. **Adjourn**

Motion by Threase Harms to adjourn at 6:49 PM. Seconded by Susan Skeries. Motion Passed 5-0.

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Mike Jones, Mayor

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Adam Strait, City Clerk