City of Windsor Heights Regular Business Meeting Minutes
Monday, August 3, 2026 - 6:00 PM
WINDSOR HEIGHTS COUNCIL CHAMBERS - 1133 66th ST

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

   Mayor Pro-Tem Susan Skeries called the meeting to order at 6:00 PM. Members present: Susan Skeries, Joseph Jones, Fletcher Barry, Lauren Campbell, Threase Harms. Members absent: Mayor Mike Jones. Staff Present: City Administrator Adam Plagge, Police Lieutenant Chad Norris, City Engineer Justin Ernsted with Bolton & Menk, City Attorney Erin Clanton, Public Works Director Andy Larson (via Zoom), and Deputy City Clerk Nate Leuthold.

2. **Approval of the Agenda**

   Motion by Threase Harms to approve. Seconded by Joseph Jones. Motion passed 5-0.

3. **Public Hearing:**

   No Public Hearing

4. **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.

   Susan Skeries opened the Public Forum at 6:02 PM. No public comment.

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

   Motion by Threase Harms to approve. Seconded by Joseph Jones. Motion passed 5-0.

   A. Approve Minutes of the Regular Council Meeting on 7.13.26

   B. Approve Minutes of the City Council Work Session on 7.13.26

   C. Approve Financial Reports

   D. Approve Amendment 1 to Agreement for Professional Services Between City of Windsor Heights and Bolton and Menk For Reconstruction of 74th Street

   E. Approve Resolution No. 2026-53 A Resolution Authorizing the City of Windsor Heights to Submit an Application for Funding From the Federal Surface Transportation Block Grant Program (STBG) to the Des Moines Area Metropolitan Planning Organization for the Partial Funding of the Construction of 73rd St. Improvements and Further Approving the Application which obligates the City of Windsor Heights to Matching Funds for the Construction of Said Project

   F. Approve Agreement for Professional Services Between Bolton and Menk and City of Windsor Heights for Design of 65th St. Storm Sewer Project

6. **Action Items:**

   A. Discuss Windsor Heights Deer Population

      Adam Plagge presented the staff report, focusing on the urban deer population and the urban bow hunt, which is managed by Lt. Chad Norris. Joseph Jones asked if there were any statistics

regarding the number of harvested deer. Adam advised that no deer were harvested in 2024 or 2025. Threase Harms spoke of a herd of roughly 30 deer in the north-west corner of town and commented that despite our ordinance against it, many residents are still feeding deer. Lt. Norris reported that there have only been 3 reported vehicle-deer accidents in the last 10 years, all of which occurred on major roads. He advised that the hunting zone is extremely limited, and interest is fairly minimal. Mike Grossman of Marilyn Dr advised that the deer population in general is growing and that hunting needs to happen. He requested a limitation to the bureaucracy of the urban bow hunt. Staff advised that they would attempt to lessen the burden on applicants in future years, but the current process would remain in effect for this hunting season. No action taken.

B. Discuss Fall 2026 Strategic Planning Options

Adam Plagge presented the staff report and had solicited options from three businesses: the first was less expensive but less thorough; the second was more expensive but more in-depth; the third was unavailable during the City's timeframe. Threase Harms recommended accepting the second bid, stating that the benefits outweighed the greater cost. Adam advised that both options are adequate for the City's needs, though the second is indeed more robust. Fletcher Barry asked if this could be postponed, given the potential incoming changes to elected officials. Adam advised that Strategic Planning is well overdue, with the last one occurring 8-9 years ago, while some cities in the metro complete it annually or bi-annually. He recommended moving forward sooner rather than later. Susan Skeries agreed, advising that potential changes to Council happen every two years at a minimum anyway. The general consensus was to reach out to the second option. No action taken.

C. Discuss 2026 City Administrator Performance Review Process

Threase Harms offered to manage the review process again and to send out the electronic form to be completed prior to the September 21st meeting. Council agreed with this plan. No action taken.

7. **Reports:**

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

Threase Harms attended the Public Art Committee meeting, and they will be recommending an artist for the mural project on the Dinner Dispatch wall to Council. She met with ICON and participated in e-bike/scooter ordinance conversations. She discussed property tax changes and the local deer population with various residents. She invited everyone to attend the 79th St block party on Saturday night, which will feature an ice cream truck. Windsor Heights Lutheran Church completes various service projects. Most recently, they helped to prepare personal and full-home first aide kits and provided them at no cost to those who needed them.

Lauren Campbell met with the Special Events Committee, the Benefits Committee, and the Public Art Committee. She attended Public Safety Night and Nights in the Heights. She appreciated the new "rent me" signs around the Community Event Center.

Fletcher Barry attended a DART facility tour with the Mayor and Lauren, attended multiple Chamber events, and will meet with ICON water trails board next week.

Joseph Jones is now officially one of the elected officials on the Homeward board addressing homelessness in Polk County. He will attend the DART meeting, and the rollout of the new routes has gone well thus far.

Susan Skeries met with IRIS, who will be attending the Movie in the Park in September. She attended the Windsor Wonderland planning meeting, the Special Events Committee meeting, the Benefits Committee meeting, the AM Exchange, and Public Safety Night Out, where there was great community support. Banner orders for Veterans Day are incoming, so please nominate a veteran. She volunteered with Catch Des Moines for the Junior Olympics registration. She plans to attend the Metro Waste meeting this week and the August Movie in the Park on Friday. Special thanks to Chief Mease for attending the celebration of life for

"Trucker" Dan Sinclair.
Adam Plagge advised that DMWW is wrapping up the Hickman project and that the 73rd and 74th St projects should be moving on to final paving soon.

i Mayor Report

ii Community Center End of Year Financial Report

Deputy City Clerk Nate Leuthold presented the report. Threase Harms asked for the total number of rentals. Nate advised he would get those numbers for future reports. Susan Skeries asked if the AV system was slated for replacement and where those funds would come from. Adam Plagge advised that, depending on cost, the funds would come from the ERP, as the water heater had in FY2026.

iii GEMT Ambulance Revenue Report

8. **Adjourn**

Motion by Susan Skeries to adjourn at 7:13 PM. Seconded by Threase Harms. Motion passed 5-0.

_____

Mike Jones, Mayor

_____

Adam Strait, City Clerk