City of Windsor Heights Regular Business Meeting Minutes
Monday, August 17, 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 (via Zoom Consent Agenda through item 5G), Fletcher Barry, 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, Public Works Supervisor Greg Slaughter, City Attorney Erin Clanton, City Engineer Justin Ernst

2. **Approval of the Agenda**

   Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 4-0.

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 given.

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 August 3, 2026

   B. Approve Financial Reports

   C. Approve Liquor License Ownership Change - Casey's - 6961 University Ave

   D. Approve 73rd Street Phase 1 STP-U-8477(615)—70-77 Pay Request 22

   E. Approve 74th Street Reconstruction Project Pay Request 3

   F. Approve Resolution No. 2026-54 - A Resolution Approving a Refund of Community Event Center Rental Fees to Whitney Buchanan

   G. Approve Resolution No. 2026-55 - A Resolution authorizing the execution of a Memorandum of Agreement with Grand View University and fixing a date for a hearing on the proposed issuance of Private College Revenue Bonds (Grand View University Project), Series 2026

5. **Action Items:**

   A. Discussion of FY26 Year End Financials

   Finance Director Rachelle Swisher presented FY26 year-end financials. Overall cash increased from $12.44 million to $13.92 million, while overall expenses decreased 2.16%. Swisher reported that fund reserves remain healthy and reviewed efforts to better align budgeted and actual expenditures. Adam Plagge also reviewed anticipated impacts of Senate File 2472 beginning in FY28, including the homestead exemption and 2% revenue growth cap. Plagge discussed potentially releasing TIF valuation to offset General Fund impacts and noted that

long-term financial considerations will be incorporated into upcoming strategic planning and budgeting discussions. No formal action was taken.

B. Discussion of 73rd Street South Reconstruction Plans

Justin Ernst presented two preliminary design alternatives for the 73rd Street South Reconstruction Project, including the original sidewalk design and a shared-use trail option utilizing the potential railroad abandonment. Staff recommended moving forward with the trail alternative, which could improve pedestrian connectivity and potentially reduce project costs by approximately $350,000. Gunnar Olson with the Des Moines Area MPO supported the staff recommendation and noted the City could retain the BUILD grant as a future funding option. Council expressed support for the trail alternative and directed staff to continue preliminary design work and report back following the DOT feedback session regarding future pursuit of BUILD funding.

C. Consideration of Resolution No. 2026-56 - A Resolution Approving a Professional Services Agreement with Bolton & Menk, Inc for the 2026 CDBG Grant Application

Justin Ernst presented the item. Ernst identified 67th Street reconstruction, Colby Park storm sewer improvements, and University Avenue façade improvements as potential projects, with 67th Street recommended as the first priority. The agreement includes conducting the required low-to-moderate income (LMI) survey to determine project eligibility and preparing a grant application if eligible. Ernst noted the survey would target residents within the applicable project area and would primarily involve door-to-door outreach to encourage participation and explain the purpose of the survey and potential grant-funded improvements. A required level of participation must be achieved for the survey results to support grant eligibility. Councilors Harms and Skeries expressed support for prioritizing 67th Street, followed by the other identified projects. Motion by Joseph Jones to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

D. Consideration of Resolution No. 2026-57 - A Resolution Authorizing Withdrawal from the Agreement for the Suburban Emergency Response Team (SERT)

Adam Plagge and Pete Roth presented the item. Staff explained that changes in officer availability and scheduling have resulted in no officer currently available to participate in SERT, and recommended withdrawal prior to the upcoming annual membership fee. The City would continue to have access to tactical and other specialized services through existing regional agreements. Council discussed the $900 annual SERT membership fee, the value of maintaining regional partnerships and officer development opportunities, and potential overlap with other agreements providing specialized public safety services. Council requested an inventory of those agreements, associated costs, and services provided for further review by the Public Safety Committee. Joseph Jones had made a motion to approve and it was seconded by Susan Skeries. The motion was amended to table Resolution No. 2026-57 pending additional information and review. Motion by Jones to TABLE. Seconded by Skeries. Motion passed 5-0.

E. Consideration of Resolution No. 2026-58 - A Resolution Approving a Professional Services Agreement with Lyle Sumek Associates, INC. for Leadership and Strategic Planning Services

Adam Plagge presented the item. Staff outlined a process that will include individual interviews with elected officials, staff preparation, and two consecutive Council strategic planning sessions of approximately six to eight hours each. Council supported moving forward with the strategic planning process and tentatively scheduled the sessions for November 13 from 12:00 p.m. to 8:00 p.m. and November 14 from 10:00 a.m. to 6:00 p.m., subject to final confirmation. Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 5-0.

F. Consideration of Resolution No. 226-59 - A Resolution Authorizing the Public Arts Committee to Approve a Contract for the 6587 University Ave Mural Project and Authorizing Administration to Execute the Contract

Adam Plagge presented the item. Liz Lidgett, who is consulting on the project, was available to answer questions. The Public Arts Committee and Colby Interests supported moving forward

with the west wall mural. Grant funding includes up to $40,000 from Bravo Greater Des Moines for the west wall and $10,000 from Prairie Meadows related to the awning. Council discussed concerns raised by Colby Interests regarding the amount and nature of the proposed artwork on the awning. Plagge noted that an updated awning design had been received from the artist, but had not yet been reviewed by Council. Council supported beginning the west wall mural while allowing additional time to work with Colby Interests on an acceptable awning design. Council requested that the final awning design return for Council approval rather than delegating final approval to the Public Arts Committee and staff. Council approved proceeding with the west wall mural by artist Heather Hansen for an amount not to exceed $35,000. The resolution was amended accordingly, with the awning and any additional modifications to return to Council for approval. Motion by Threase Harms to APPROVE Consideration of Resolution No. 226-59 - amending the resolution to authorize the west wall mural for an amount not to exceed $35,000 and require the awning design and any additional project modifications to return to Council for approval. Seconded by Joseph Jones. Motion passed 5-0.

G. Consideration of the First Reading of Ordinance 26-02 - An Ordinance Amending Provisions Pertaining to Fiber Optic Cable License

Adam Plagge presented the item. The proposed changes follow discussions with GFiber regarding a potential citywide fiber network build-out and would remove the City's existing two-year license limitation, which staff found to be atypical compared with other communities. The ordinance would allow for longer-term agreements while maintaining requirements related to work within City right-of-way, resident notification, property restoration, and potential removal of equipment. Council discussed enforcement of restoration requirements and concerns regarding impacts to residents during construction. Plagge noted that a future GFiber agreement would return to Council for consideration and that installation could begin as early as late fall or the following year. Motion by Threase Harms to APPROVE. Seconded by Susan Skeries. Motion passed 4-0.

6. **Reports:**

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

- Councilor Threase Harms reported on the recent MAC meeting, where representatives from Ankeny, Norwalk, Clive, and Waukee discussed their e-mobility ordinances and enforcement approaches. She noted that communities are focusing primarily on education during the first year of implementation, with enforcement used when necessary. The discussion also included the possibility of future state legislation establishing baseline definitions while allowing local governments to set community-specific standards. Councilor Harms also reported that planning for Windsor Wonderland is progressing well. She participated in a Des Moines Water Works strategic planning focus group focused on long-term planning and community engagement. Additional opportunities for public input are expected, including information and QR codes to be shared through the City newsletter. She also reminded Council that City Administrator evaluations are due August 28.
- Councilor Fletcher Barry reported attending a Chamber ribbon cutting for WellPoint USA, where attendees filled backpacks for unhoused individuals. He also attended the ICON Water Trails Board meeting and reported that the Principal Point site is substantially complete and expected to open to the public next summer, representing an important milestone for the organization and regional partnerships. Councilor Barry also attended the Chamber’s Wake Up Windsor Heights event at SP Salon. He highlighted owner Sarah Pearl’s connection to Windsor Heights and her decision to return to the community to establish her salon and nonprofit.
- Councilor Joseph Jones reported on the recent DART meeting, where discussions

included Bus Plus paratransit service areas, DART On Demand, and upcoming service changes expected to take effect at the end of next month. He also reported that DART has begun discussions regarding local funding scenarios. Member communities received a survey seeking input on potential funding considerations, with a workshop scheduled for August 28 to continue those discussions.

- Councilor Susan Skeries reported that approximately 300 people attended the August Movie in the Park and thanked City staff, Public Works, and volunteers for their assistance with the event. She reported that the WHAMM Committee is planning the upcoming 5K, with a goal of 75 registered participants. The event will feature an 80s theme in recognition of Windsor Heights' 85th anniversary, including a potential prize for the best themed attire. Councilor Skeries also attended the Catch Des Moines State Fair Breakfast and shared updates from the Iowa State Fair. She outlined upcoming activities, including a State Fair tour, Women in Government tour of the Fleur Water Treatment Plant, Metro Waste Authority meeting, Special Events Committee meeting, and Ad Hoc Benefits Committee meeting. She also shared information regarding Catch Des Moines award nominations and encouraged participation in volunteer opportunities for the World Food & Music Festival on August 28.
- Public Works Director Andy Larson introduced new Public Works Supervisor Greg Slaughter. Slaughter brings previous experience with Habitat for Humanity, the City of Clive, and Dallas County Secondary Roads, including experience with concrete and pavement work. Larson reported that Slaughter will focus on day-to-day operations, staff integration, and identifying opportunities for operational improvements. He will also help lead pavement preservation and other work with the goal of completing more projects in-house.
- City Administrator Adam Plagge provided an update on storm damage to the Public Safety exercise room after a tree limb fell through the roof and drywall. Staff temporarily secured the area, and the City plans to make limited roof and drywall repairs to return the space to serviceable condition. With the building's roof and siding nearing the end of their useful lives, more substantial improvements will be considered following completion of the fire department study, with $1 million currently set aside for Public Safety facility improvements. Plagge also reported that the tree originated from property the City recently acquired near 65th Street. An asbestos inspection has been scheduled, after which the City plans to proceed with remediation and demolition of the house and necessary trees in preparation for the 65th Street storm sewer project next spring. Following completion of the project, the City intends to offer the property for redevelopment and return it to the City's taxable valuation.

B. Updated Community Event Center Financial Analysis FY26

7. **Adjourn**

Motion by Susan Skeries to adjourn at 7:46 PM. Seconded by Threase Harms. Motion Passed 4-0.

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Mike Jones, Mayor

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Adam Strait, City Clerk