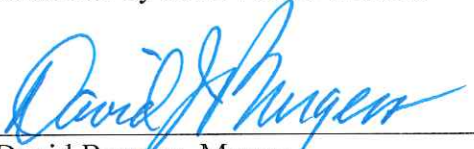


**City of Windsor Heights Special Business Meeting Minutes**  
**Monday, July 8, 2019 – 6:00 P.M. Council Chambers**

1. **Call to Order/Roll Call/Pledge:** Mayor Burgess called the meeting to order at 6:00 P.M. Council members present: Zachary Bales-Henry, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: City Clerk Travis Cooke and City Attorney Matt Brick. The Pledge of Allegiance was recited.
2. **Approval of the Agenda:** Motion by Harms to approve the agenda. Seconded by Bales-Henry. Motion passed unanimously on a roll call vote.
3. **Closed Session: Pursuant to Iowa Code Section 21.5 (1)(j) To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary and that individual requests a closed session - Interim Administrator Candidate #1:** Motion by Joseph Jones to enter closed session at 6:03 PM. Seconded by Harms. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
4. **Convene into Open Session:** Motion by Joseph Jones to convene into open session at 6:04 PM. Seconded by Harms. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
5. **Closed Session: Pursuant to Iowa Code Section 21.5 (1)(j) To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary and that individual requests a closed session - Interim Administrator Candidate #2:** Motion by Joseph Jones to enter closed session at 6:05 PM. Seconded by Loffredo. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
6. **Convene into Open Session:** Motion by Joseph Jones to convene into open session at 6:06 PM. Seconded by Loffredo. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
7. **Closed Session: Pursuant to Iowa Code Section 21.5 (1)(j) To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary and that individual requests a closed session - Interim Administrator Candidate #3:** Motion by Joseph Jones to enter closed session at 6:07 PM. Seconded by Harms. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
8. **Convene into Open Session:** Motion by Joseph Jones to convene into open session at 6:13 PM. Seconded by Bales-Henry. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
9. **Closed Session: Pursuant to Iowa Code Section 21.5 (1)(j) To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary and that individual requests a closed session - Interim Administrator Candidate #4:** Motion by Mike Jones to enter closed session at 6:14 PM. Seconded by Loffredo. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
10. **Convene into Open Session:** Motion by Joseph Jones to convene into open session at 6:15 PM. Seconded by Harms. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
11. **Closed Session: Pursuant to Iowa Code Section 21.5 (1)(j) To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary and that individual requests a closed session - Interim Administrator Candidate #5:** Motion by Harms to enter closed session at 6:17 PM. Seconded by Mike Jones. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
12. **Convene into Open Session:** Motion by Harms to convene into open session at 6:19 PM. Seconded by Bales-Henry. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
13. **Closed Session: Pursuant to Iowa Code Section 21.5 (1)(j) To evaluate the professional**

**competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary and that individual requests a closed session - Interim Administrator Candidate #6:** Motion by Mike Jones to enter closed session at 6:20 PM. Seconded by Harms. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.

- 14. Convene into Open Session:** Motion by Harms to convene into open session at 6:27 PM. Seconded by Joseph Jones. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
- 15. Closed Session: Pursuant to Iowa Code Section 21.5 (1)(j) To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary and that individual requests a closed session - Interim Administrator Candidate #7:** Motion by Mike Jones to enter closed session at 6:28 PM. Seconded by Joseph Jones. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
- 16. Convene into Open Session:** Motion by Mike Jones to convene into open session at 6:46 PM. Seconded by Harms. Roll call vote: Bales-Henry – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye.
- 17. Discussion and Appropriate Follow Up on Hiring an Interim City Administrator:** Motion by Joseph Jones to hire Mark Arentsen as Interim City Administrator on a contract basis at \$80 per hour with no eligibility to become the permanent City Administrator and to instruct legal to prepare a professional services agreement to be considered at the next regular council meeting. Seconded by Loffredo. Motion passed unanimously on a roll call vote.
- 18. Adjourn to 6:00 pm on Monday, July 15, 2019, for a Regular Council Meeting at the Council Chambers:** Motion by Harms to adjourn the meeting at 6:50 PM. Seconded by Mike Jones. Motion passed unanimously on a roll call vote.

  
\_\_\_\_\_  
David Burgess, Mayor

  
\_\_\_\_\_  
Attest: Travis Cooke, City Clerk