

**CITY OF WINDOR HEIGHTS SPECIAL BUSINESS MEETING MINUTES**  
**August 3, 2016 – 5:30p.m. Council Chambers**

**(RC=Roll Call Vote)**

Mayor Willits called the meeting to order at 5:30 p.m. Council members present: Steve Peterson, Tony Timm, Betty Glover and Zachary Bales- Henry. Councilmember Threase Harms arrived at 5:34 pm.

Staff present: Treasurer Marcia Woodke, Chief Derek Meyer, and Communications Coordinator/Deputy Clerk Jessica Vogel.

**Approval of the Agenda**

Councilmember Peterson motioned to approve the agenda with the amendment that item # 6 be added which is to amend the council rules to state that the consumption and possession of alcohol, use of drugs, e-cigs and tobacco products are specifically prohibited during council meetings. Councilmember Timm seconded approval. Motion passed unanimously on a voice vote.

**Consideration of Resolution No.16-0858, A Resolution Setting Time and Place for a Public Hearing Replacing Chapter 136 Sidewalk Regulations in the Windsor Heights Code of Ordinances to Reflect a Walkable Community with Complete Streets.** The public hearing date will be August 15, 2015 at 6:00 pm at the community center. Councilmember Timm moved to approve the resolution; Councilmember Peterson seconded. Motion passed unanimously on a roll call vote. Councilmember Harms absent.

**Consideration of Resolution No. 16-0859, A Resolution Setting Time and Place for a Public Hearing Amending Chapter 175 Zoning Code Sign Regulations in the Windsor Heights Code of Ordinances.** The public hearing date will be August 15, 2015 at 6:00 pm at the community center. Councilmember Timm moved to approve the resolution; Councilmember Peterson seconded. Motion passed unanimously on a roll call vote. Councilmember Harms absent.

**Consideration of Resolution No. 16-0860, A Resolution Setting Time and Place for a Public Hearing Adding Chapter 142 Parklets in the Windsor Heights Code of Ordinances.** The public hearing date will be August 15, 2015 at 6:00 pm at the community center. Councilmember Timm moved to approve the resolution; Councilmember Peterson seconded. Motion passed unanimously on a roll call vote. Councilmember Harms absent.

**Motion to amend council meeting rules to state that the consumption and possession of alcohol, use of drugs, e-cigs and tobacco products are specifically prohibited during council meetings.** Councilmember Peterson motioned to amend the council meeting rules. Councilmember Harms seconded. Motion passed unanimously on a roll call vote.

**Consideration of Approval of a Contract for the New City Administrator.** Councilmember Timm motioned to extend the contract offer with the terms to Elizabeth Hansen and if accepted to be reviewed by legal. Councilmember Bales-Henry seconded. Motion passed unanimously on a roll call vote.

**Adjourn to 6:00pm on Monday, August 15, 2016, for the regular meeting of the City Council.**

Councilmember Glover moved to adjourn; Councilmember Harms seconded. Motion passed unanimously on a roll call vote at 6:15 p.m.

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Diana Willits, Mayor

ATTEST:

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Jessica Vogel, Communication Coordinator/Deputy City Clerk