


City of Windsor Heights Special Business Meeting Minutes
Thursday, July 2, 2020 – 5:00 P.M. via ZOOM

1. **Call to Order:** Mayor Burgess called the meeting to order via Zoom at 5:17 PM. Council members present: Susan Skeries, Joseph Jones, Mike Loffredo, Mike Jones, and Threase Harms. Staff present: Interim Administrator Mark Arentsen, City Clerk Travis Cooke and Charlene Stevens, GovHR USA
2. **Approval of the Agenda:** Motion by Mike Jones to approve the agenda. Seconded by Harms. Motion passed 5-0.
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 – City Administrator Interviews
 - a. **Convene into Closed Session Candidate #4:** Motion by Mike Jones to convene into closed session at 5:18 PM. Seconded by Harms. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.
 - b. **Convene into Open Session:** Motion by Mike Jones to convene into open session at 6:18 PM. Seconded by Harms. Motion passed 5-0.
 - c. **Convene into Closed Session Candidate #5:** Motion by Skeries to convene into closed session at 6:31 PM. Seconded by Harms. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.
 - d. **Convene into Open Session:** Motion by Harms to convene into open session at 7:26 PM. Seconded by Mike Jones. Motion passed 5-0.
 - e. **Convene into Closed Session – Discussion of Candidates:** Motion by Loffredo to convene into closed session at 7:27 PM. Seconded by Harms. Roll call vote: Skeries – aye, Joseph Jones – aye, Loffredo – aye, Mike Jones – aye, and Harms – aye. Motion passed 5-0.
 - f. **Convene into Open Session:** Motion by Mike Jones to convene into open session at 8:05 PM. Seconded by Harms. Motion passed 5-0.
4. **Adjourn:** Motion by Mike Jones to adjourn the meeting at 8:06 PM. Seconded by Harms. Motion passed 5-0.



David Burgess, Mayor



Attest: Travis Cooke, City Clerk