

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
APRIL 5, 2021
4:30 P.M.**

** Due to COVID-19 and social distancing protocols, this meeting was conducted by electronic means as permitted by Minnesota Statute 13D.021 due to a health pandemic or declared emergency. **

CALL TO ORDER

The workshop was called to order by Mayor St. Ores at 4:38 p.m.

ROLL CALL

Members Present: Mayor Susan St. Ores, Councilmembers Connie Carlson, Michele Hanson, and John Dahl. Councilmember Ethan Gilmore joined the meeting at 4:42 p.m. Also present were Library Board members Sara Wagner, Colleen Chute, Adriana Temali-Smith, and Marie Hydukovich.

Staff Present: City Administrator Adam Bell, Assistant City Administrator/Planner Sara Taylor, and Library Director Jill Smith.

DISCUSS A PROPOSED BUILDING REMODEL OF THE BAYPORT PUBLIC LIBRARY

Library Director Smith provided an overview of the recent strategic plan and “Building the Next Chapter” for the Bayport Public Library. She provided some history, as well as the current mission statement, core values, and goals for patron experience. Recent building improvements included upgrades to meeting rooms, as well as new gutters and façade repairs. In addition to much needed restroom upgrades, goals of the proposed building remodel include reconfiguring the interior for more user-friendly and versatile space, such as study/small conference rooms, children’s learning, and special needs. The recent facilities master plan indicated that the Library is overall in good condition, but improvements were recommended to lighting fixtures and systems to save on energy and maintenance costs, roof and masonry, and exterior doors. The total project cost is estimated at \$1,679,418 and \$860,000 has been secured to date through grants. Library Director Smith requested consideration of a contribution by the city to assist in funding the building improvements at an estimated cost of \$100,000.

Discussion followed on specific costs related to the restrooms, fundraising efforts/grant opportunities, timing on budgeting for and scheduling the remodel, safety and security related to use of the basement, impacts to meeting room rental, structural implications resulting from the chimney removal, capital outlay, prioritizing/phasing the improvements to reduce budget impacts, and staffing. Director Smith noted that some of the private funders’ preference is to complete the project all at one time. Members of the Library Board elaborated on the specific upgrades, the importance of honoring the legacy of the Library, and recognizing the support of donors and foundations. The consensus of the City Council was a desire to partner on the improvements, but expressed challenges and difficulties with contributing funding in the near future, as this project was not budgeted for in 2021 or included in the Capital Improvement Plan. Further discussion is anticipated in the coming months.

ADJOURNMENT

It was moved by Councilmember Dahl and seconded by Councilmember Gilmore to adjourn the meeting at 5:42 p.m. and upon roll call being taken thereon, the following vote via voice:

Susan St. Ores – aye
Michele Hanson – aye

John Dahl – aye
Connie Carlson - aye

Ethan Gilmore - aye