

**CITY OF BAYPORT
CITY COUNCIL CLOSED MEETING MINUTES
BAYPORT CITY HALL
November 4, 2019
8:15 P.M.**

CALL TO ORDER

The meeting was called to order by Mayor St. Ores.

ROLL CALL

Members Present: Mayor Susan St. Ores, Councilmembers Michele Hanson, Connie Carlson, John Buckley and John Dahl

Staff Present: City Administrator Adam Bell and City Attorney Andy Pratt

City Attorney Pratt indicated the purpose of the closed meeting was to proceed with an evaluation of the City Administrator's performance. The meeting is authorized to proceed in a closed session, pursuant to Minnesota Statutes, Section 13D.05, Subdivision 3(a). It was moved by Councilmember Carlson and seconded by Councilmember Buckley to proceed into closed session pursuant to the aforementioned statute. Motion carried 5-0.

[Discussion ensued on various categories of the City Administrator's job performance, with written and verbal reviews provided by each councilmember. Items covered were Organizational Management, Fiscal/Business Management, Program and Policy Formulation, Relationship with City Council, Public Relations, and Professionalism. Councilmembers graded the City Administrator within the categories of Development Needed, Satisfactory, and Commendable. It was concluded that the City Administrator is doing a commendable job in all items reviewed, and is meeting or exceeding the City Council's expectations. City goals for 2020, as well as longer term objectives were discussed in detail.]

After discussion concluded, it was moved by Councilmember Hanson and seconded by Councilmember Buckley to adjourn the closed meeting. Motion carried 5-0.