

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
December 2, 2013
5:00 P.M.**

CALL TO ORDER

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

ROLL CALL

Members Present: Mayor St. Ores, Councilmembers Carlson, Goldston, Hanson, and McGann

Staff Present: City Administrator Logan Martin, Assistant City Administrator/Planner Sara Taylor, Police Chief Laura Eastman, Police Sergeant Jerry Hutchinson, and City Attorney Andy Pratt (accompanied by prosecution attorneys from Eckberg Lammers)

DISCUSS CITY CODE ENFORCEMENT POLICIES AND PROCEDURES

Administrator Martin mentioned that city staff has been reviewing the city's current code enforcement policies and procedures with the city's law firm and possible ways to improve upon these policies, to gain better compliance with city ordinances in our neighborhoods. The City Council noted they would like to implement consistent enforcement procedures, as well as identify clear consequences for properties found to be in violation.

Attorney Pratt explained the difference between the criminal citation and civil action process for enforcing ordinances, noting the city would determine the best process to utilize, depending upon the circumstances of the violation. Administrator Martin noted that moving forward, the Police Department would be taking the lead role on behalf of city staff in documenting complaints and violations and would work with the city attorney to coordinate appropriate enforcement action.

It was the consensus of the City Council for staff to further develop a formal code enforcement policy and procedures, for consideration at a future workshop. Administrator Martin noted that certain city ordinances may also need to be updated and/or revised to be consistent with new policies and procedures, which would be presented to the City Council, as deemed necessary and/or appropriate.

ADJOURNMENT

Mayor St. Ores adjourned the workshop at 5:58 p.m.