

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
JANUARY 7, 2019  
5:00 P.M.**

**CALL TO ORDER**

The workshop was called to order by Mayor St. Ores at 5:04 p.m.

**ROLL CALL**

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

Staff Present: City Administrator Adam Bell, Assistant City Administrator/Planner Sara Taylor, and City Attorney Andy Pratt

**BUSINESS**

**DISCUSS CITY COUNCIL MEETING DECORUM AND COMMUNICATION**

Administrator Bell stated that the purpose of the workshop was to discuss best practices for meeting decorum and communication between staff and the City Council. Both Administrator Bell and Attorney Platt reviewed the topics of workshop and meeting agendas, motions, role of the City Council, open meeting law, and personnel and private data. Discussion followed on whether a workshop prior to each regular monthly meeting would be beneficial to improve communication and dialogue. For planning purposes, Administrator Bell suggested staff and the City Council should anticipate a monthly workshop prior to each regular meeting, to discuss miscellaneous topics that may or may not be related to the regular meeting following the workshop. A February 4 workshop or special meeting is anticipated to discuss the hiring process for the Office Support Specialist position and a March workshop has been earmarked to discuss priority projects and goals for 2019.

**ADJOURNMENT**

It was moved by Councilmember Buckley and seconded by Councilmember Hanson to adjourn the workshop at 5:57 p.m.