

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
JULY 29, 2019
4:30 P.M.**

CALL TO ORDER

The workshop was called to order by Mayor St. Ores at 4:52 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, Finance Officer Wanda Madsen, Public Works Director Matt Kline, Fire Chief Allen Eisinger, Police Chief Laura Eastman, and Library Director Jill Smith

BUSINESS

DISCUSS 2020 PRELIMINARY BUDGET, LEVY, AND CIP

Administrator Bell stated that the purpose of the workshop was to review the status of the 2019 plan of work and goals defined by the City Council, as well as review a proposed draft budget for 2020. Documents provided for discussion included the 2019 plan of work, 2019 City Council goals, Washington County Preliminary Pay 2020 Values of Taxable Property, and 2020 budget expenditures for the library, general government, and water/sewer funds. Administrator Bell and library Director Jill Smith proceeded with review of the library budget, noting the continued contribution to the municipal buildings fund and a proposal to implement some staff reorganization. A status update was provided on the 2019 plan of work and goals and specific discussion ensued on expenditures related to a document management system (Laserfiche), Lakeside Park playground equipment replacement, mitigation of blighted properties, courtesy snow removal by Public Works along Highway 95, relocating the Nature Center building, and converting online forms from PDF to a fillable format. Administrator Bell noted changes to the water/sewer fund were primarily related to reallocation of wages/benefits to more accurately reflect where funds are being spent. Discussion followed on significant changes in expenditures for the general government funds, including a 6.4% increase in health insurance, reallocation and/or reapportionment of wages/benefits, and increase in equipment replacement. Some individual departments saw an increase, while others saw a decrease in expenditures, and as a result, the overall proposed 2020 general fund operating budget results in a 3.49% increase from 2019. A second workshop to discuss the budget and Capital Improvement Plan (CIP) will tentatively be held wither later in August or prior to the September 9 City Council meeting.

ADJOURNMENT

It was moved by Councilmember Buckley and seconded by Councilmember Dahl to adjourn the workshop at 6:47 p.m.