

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
November 21, 2016
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 Hanson, Carlson, Goldston, and McGann

Staff Present: City Administrator Logan Martin, Assistant City Administrator/Planner Sara Taylor, and Consultant Richard Fursman

DISCUSS HIRING PROCESS FOR A NEW CITY ADMINISTRATOR

Administrator Martin distributed a draft of the position profile compiled for the City Administrator search in 2013. Discussion followed on desired updates and specific revisions to projects and activities the new administrator will be expected to initiate. Additional discussion followed on the recruitment, finalist selection, and the interview process and it was noted that city staff department heads should be involved in the interview process, along with the City Council. The position profile was anticipated to be advertised early December with an application deadline of early January. Finalists would be selected by late January for an interview.

ADJOURNMENT

It was moved by Councilmember Goldston and seconded by Councilmember Hanson to adjourn the workshop at 6:22 p.m.