

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
July 17, 2017
4:30 P.M.**

CALL TO ORDER

The workshop was called to order by Mayor St. Ores at 4:35 p.m.

ROLL CALL

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

Staff Present: City Administrator Adam Bell, Assistant City Administrator/Planner Sara Taylor, Finance Officer Wanda Madsen, and Fire Chief Allen Eisinger

BUSINESS

DISCUSS CITY BUDGET PRIORITIES FOR 2018

Administrator Bell distributed a memo and stated that the purpose of the workshop was to discuss budget priorities for 2018. He reviewed the proposed budget schedule, adding a tentative workshop date of Monday, August 21 at 4:30 p.m. to the schedule, as necessary, to discuss the preliminary budget before it is presented to the City Council for adoption at the September meeting. Administrator Bell also reviewed historical budget and levy trends, as well as Washington County's estimated taxable property values for 2017 and 2018.

Discussion followed on significant budget expenditures anticipated over the next few years, specifically a Fire Department vehicle estimated at \$700,000 and repair of the roof and hose tower at the old Fire Hall estimated at \$70,000. It was noted that annual transfers to certain Capital Improvement Funds could be adjusted by reducing allocations to funds that have a healthy balance and increasing allocations to other funds that are deficient. Other broader expenditures and/or projects noted by the City Council included implementing a phased staffing plan for the Public Works Department, conducting a community survey to gauge satisfaction with city services and improvements, and examining staffing levels/efficiencies and developing a succession plan in all city departments. Administrator Bell noted that further discussion will resume on the preliminary budget at the Monday, August 7 City Council workshop at 4:30 p.m.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Buckley to adjourn the workshop at 6:32 p.m.