

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
August 28, 2017**

**CALL TO ORDER**

The workshop was called to order by Mayor St. Ores at 5:25 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, Public Works Director Matt Kline, Police Chief Laura Eastman, Fire Chief Allen Eisinger, and Library Director Jill Smith

**BUSINESS**

Administrator Bell reviewed Washington County's proposed 2018 Property Tax Impact Worksheet, including the city's tax rate, taxable market value, and tax capacity. He also reviewed the preliminary city revenue figures anticipated for 2018, as well as changes in expenditures by department since the last City Council workshop. Administrator Bell noted that the proposed budget thus far does include a modest increase in the city's levy, but does not specifically allocate funds for additional expenditures or new capital projects the City Council may want to consider. Discussion followed on the importance of being fiscally responsible in developing the city's annual budget, but also to plan for long-term financial sustainability for both operating expenses and capital investments.

Administrator Bell noted a few potential expenditures and/or capital projects the city should consider over the next several years. Police Chief Eastman reviewed a proposal to create an additional full-time patrol officer position, which she feels would be beneficial and cost effective for the city long-term. Public Works Director Kline also reviewed several street and utility projects that will be necessary to implement in the near future. The City Council applauded staff for efforts to keep operating costs to a minimum over the past several years, while continuing to provide a high level of service to the community. They acknowledged the importance of keeping taxes low, but also the need to budget and plan responsibly for the city's long-term financial stability. A final budget workshop is scheduled for Monday, September 11.

**ADJOURNMENT**

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to adjourn the workshop at 7:30 p.m.