

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
AUGUST 2, 2021  
4:00 P.M.**

**CALL TO ORDER**

The workshop was called to order by Mayor St. Ores at 4:04 p.m.

**ROLL CALL**

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

Staff Present: City Administrator Adam Bell, Assistant City Administrator/Planner Sara Taylor, Public Works Director Matt Kline, and Police Chief Laura Eastman

**DISCUSS PRELIMINARY CITY BUDGET FOR 2022**

Administrator Bell provided an overview of the budget process, as well as explained the difference between the General Fund and the enterprise funds. He then reviewed individual departments included in the General Fund annual budget, noting staff's allocation of wages in each department is based on the approximate time spent performing duties related to specific departments. Significant increases and decreases in expenditures and revenue were identified and discussed, as well as capital outlay transfers for each department. A 3% cost of living adjustment (COLA) is proposed. The draft proposed preliminary 2022 city budget is \$3,721,616. The budget and levy will be discussed in further detail at another workshop on August 23, 2021. The next budget workshop will include the Capital Improvement Plan, the library budget and levy, and other remaining budget items. Staff expects to have updated tax information from Washington County by that time.

**ADJOURNMENT**

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to adjourn the meeting at 5:57 p.m. Motion carried 5-0.