

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
AUGUST 23, 2021  
4:30 P.M.**

**CALL TO ORDER**

The workshop was called to order by Mayor St. Ores.

**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, Fire Chief Allen Eisinger, and Library Director Jill Smith

**DISCUSS PRELIMINARY CITY BUDGET FOR 2022**

Administrator Bell reviewed sources used to fund capital projects, including internal methods (taxes, assessments) and external methods (small cities assistance, local government aid, grants/donations). He then introduced the proposed five-year Capital Improvement Plan (CIP).

Library Director Smith reviewed the preliminary Library budget and capital improvements planned for the upcoming year, noting two requests, one for a \$10,000 Library Levy increase with a match from the Library Foundation and a request for a city contribution of \$100,000 for the anticipated building remodel. As proposed, the overall Library budget only results in an increase of approximately \$10,000.

Public Works Director Kline summarized infrastructure improvements projected over the next 10 years, which include street reconstruction/drainage work, sewer lining, water main, and storm drain replacement. For capital planning purposes, it was suggested a water rate study be added as an expenditure for 2022. Fire Chief Eisinger reviewed a proposed refurbishment of the department's current ladder truck as opposed to replacement, which results in significant cost savings. Discussion followed on the Fire Department's fixed fair share formula for its service communities, which is funded by Oak Park Heights, West Lakeland, Baytown, and Bayport. It was noted that the fifteen-year fire service agreement calls for a seven-year review with the service communities that will take place in the coming months, at which time the funding formula and 3% cap need to be evaluated in detail to determine long-term sustainability. Potential park and recreation improvements were also reviewed for 2022, including rehabilitation of a Lakeside Park picnic shelter and asphalt surfacing of the Perro Park hockey rink. The City Council is anticipated to resume further discussion of the 2020 budget and capital expenditures on September 13, 2021. It was also noted that with the remaining number of items to still consider, the city will likely adopt the preliminary budget, levy, and CIP at a special meeting after September 13 but before the September 30 certification deadline.

**ADJOURNMENT**

It was moved by Councilmember Hanson and seconded by Councilmember Connie to adjourn the meeting at 7:32 p.m. Motion carried 5-0.