

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
SEPTEMBER 11, 2023
4:00 P.M.**

CALL TO ORDER

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

ROLL CALL

Members present: Mayor Michele Hanson and Councilmembers John Dahl, Katie Hill, Ethan Gilmore, and Connie Carlson (arrived at 4:15 p.m.)

Staff present: City Administrator Matt Kline, Assistant City Administrator/Planner Sara Taylor, Interim Police Chief Jay Jackson, Library Director Jill Smith, Public Works Director Simon Wirth, and City Attorney Eric Larson

DISCUSS AN INTERIM USE PERMIT FOR AUTO SALES AT 397 5TH AVENUE NORTH

Administrator Kline reviewed the proposed auto sales use, which would primarily consist of online sales by appointment as opposed to a more traditional auto sales display lot and office. He noted that auto sales are a conditional use in the B-2 zoning district and requires additional lot requirements to minimize impacts to neighboring uses, which are not feasible at the current site. Staff suggested the City Council could consider an interim use permit, which would allow the city to establish specific performance and use conditions for a temporary trial period, to evaluate whether the use is appropriate for the site. If so, the city could then consider issuance of a permanent conditional use permit for the use. Discussion followed on specific performance standards that would be regulated by the interim use permit, such as lighting, screening, outdoor storage, parking, and hours of operation. It was noted that the interim use permit would require a public hearing and approval by the City Council. The City Council expressed general support for the interim use permit and staff was directed to work with the property owner to develop a concept for consideration at a future workshop or meeting.

DISCUSS AN EXTENSION OF MUNICIPAL SEWER SERVICE TO A PORTION OF BAYTOWN TOWNSHIP

Audubon Homeowner's Association (HOA) President Bruce Messelt summarized their proposal for connection to the city's municipal wastewater system. He noted their current community septic is failing, and as a result, the HOA is pursuing options for either replacement of the current system or a connection to a municipal system. Discussion followed on timeline for implementation, review/approval process through the Metropolitan Council, and necessary infrastructure improvements to facilitate the extension. The HOA plans to present a petition to the Baytown Township Board to create a subordinate sewer district and will report back to the city following that discussion.

DISCUSS THE PRELIMINARY 2024 CITY BUDGET

Administrator Kline reviewed the tax impact worksheet that was distributed to the City Council following the August 7 workshop, which provided multiple scenarios for possible levy increases and the corresponding impact on city taxes. He noted at this time, staff is recommending a 5.4% levy increase, which would result in a 7-8% increase in city property taxes. The total proposed city budget for 2024 is \$4,707,284 which is 6.58% greater than 2023. The total proposed levy for 2024 is \$1,741,672 which is 5.4% greater than 2023. The proposed preliminary budget will be presented at the regular meeting following the workshop. Final adoption of the 2024 budget and levy will be considered at the December 4, 2023 regular City Council meeting.

ADJOURNMENT

It was moved by Councilmember Dahl and seconded by Councilmember Hill to adjourn the workshop at 5:48 p.m. Motion carried 5-0.