

**AGENDA
 PARK RAPIDS CITY COUNCIL MEETING
 TUESDAY, MAY 10, 2016, 6:00 PM
 PARK RAPIDS LIBRARY-LOWER LEVEL
 PARK RAPIDS, MINNESOTA**

Page

1. **CALL TO ORDER:** *The Pledge of Allegiance will be recited by all those present.*

2. **ROLL CALL**

3. **APPROVE AGENDA:** *Councilmembers may add or delete items on the agenda at this time.*

4. **EMPLOYEE RECOGNITION:**
 - 4.1. Certificate of Achievement for Joseph Rittgers-Five Years of Employment

5. **APPROVE MINUTES:**
 - 5.1. City Council Regular Meeting Minutes-April 26, 2016..... 1-9

6. **FINANCE:**
 - 6.1. Payables and Prepaids 10-17

7. **CONSENT AGENDA:** *All items listed with an (*) are considered to be non-controversial by the staff, but not necessarily by the Council, and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember, City Staff or Citizen so requests, in which case, the item will be removed from the consent agenda and considered immediately following consent vote.*
 - *7.1. Approve Backhoe Operator’s Licenses for 2016 to Work in the City of Park Rapids for Cooperative Development, Pickett’s Excavating, and Area Excavating Service 18

 - *7.2. Approve Public Facilities Use Permit for Jim Camron d.b.a. Northern Knights Car Club to Close Blocks 1, 2, and 3 of Main Avenue on Saturday, August 13th, 2016, from 8:00 a.m. to 12:00 noon for the Run to the Rapids Car Show..... 19

*7.3.	Approve Pay Request in the Amount of \$175,988.00 to the League of Minnesota Cities for Liability Insurance	20-37
*7.4.	Approve Pay Request in the Amount of \$22,499.00 to Headwaters Regional Development Commission for reimbursement of the Small Cities Development Program Grant Funds.....	38-39
*7.5.	UTILITY BILLING: Deny Request for a Refund on the 2016 First Quarter Water/Sewer Billing for William and Mary Sue Skelton at 1115 Sunset Loop #26	40-50
*7.6.	Approve Purchase in the Amount of \$8,498.82 from Ferguson Water Works for Supplies (Meters, Couplers, Saddles, Curb Stops, Valves) for the City Water/Sewer Department.....	51-53
*7.7.	Resolution #2016-__ Approve Temporary On-Sale Liquor Licenses for the Park Rapids Community Development Corporation in the City of Park Rapids	54
*7.8.	Approve Public Facilities Use Permit for Cynthia Jones d.b.a. Park Rapids Community Development Corporation to Close Second Street West, from Park Avenue S. to Main Avenue S., on Thursdays, 6/16, 6/23, 6/30, 7/7, 7/14, 7/21, 7/28, 8/4, 8/18, all in 2016, hours will be 6:00 p.m. to 8:00 p.m., except on 8/11/16 hours will be 7:00 p.m. to 9:00 p.m. for the Second Street Stage Events	55
*7.9.	Approve Transient Merchant License for Mike Monsrud d.b.a. Park Rapids Community Development Corporation on 6/16, 6/23, 6/30, 7/7, 7/14, 7/21, 7/28, 8/4, 8/11, 8/18, all in 2016, for the Second Street Stage Events	56
*7.10.	Approve Public Facilities Use Permit for Cynthia Jones d.b.a. Park Rapids Community Development Corporation to Close Block Two of Main Avenue South, on Sunday, July 10 th , 2016, from 11:00 a.m. to 3:00 p.m. for Bite of Park Rapids Event	57
*7.11.	Approve Transient Merchant License for Mike Monsrud d.b.a. Park Rapids Community Development Corporation on Sunday, July 10 th , 2016, for Bite of Park Rapids Event	58
*7.12.	Resolution #2016-__ Authorizing Proper City Officials to Execute the Cooperative Service Agreement by and between United States Department of Agriculture Animal and Plant Health Inspection Service/ Wildlife Services and the City of Park Rapids.....	59-64

- *7.13. Resolution #2016-__ Relating to Financing of Proposed Fire Hall Addition/Remodeling Project to be Undertaken by the City of Park Rapids Establishing Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code..... 65-66
- *7.14. Approve Pay Request in the Amount of \$43,281.25 to Northland Trust Services for the 2015a General Obligation Improvement and Refunding Bond 67-68
- *7.15. Approve Pay Request in the Amount of \$15,633.75 to Northland Trust Services for the 2008 General Obligation Bond 69-70
- *7.16. Approve Pay Request in the Amount of \$17,675.01 to Northland Trust Services for the 2010a General Obligation Bond 71-72
- *7.17. Approve Pay Request in the Amount of \$64,196.88 to Northland Trust Services for the 2010b General Obligation Bond 73-74
- *7.18. Approve Pay Request in the Amount of \$4,500.00 to Northland Trust Services for the 2009a Crossover Refunding General Obligation Bond 75-76
- *7.19. Approve Pay Request in the Amount of \$1,050.00 to Northland Trust Services for the 2009b General Obligation Bond 77-78
- *7.20. Approve Pay Request in the Amount of \$36,120.00 to Northland Trust Services for the 2012a General Obligation Crossover Refunding Bond 79-80
- *7.21. Approve Pay Request in the Amount of \$8,928.75 to Northland Trust Services for the 2010c Refunding General Obligation Bond 81-82
- *7.22. Approve Expense in the Amount of \$1,700.00 to Indigo Signworks to Repair Pylon Sign Message Board for Rapids Spirits Municipal Liquor Store..... 83-85

8. COMMENTS FROM CITIZENS: *Individuals may address the City Council at this time about any item not contained on the regular agenda. The Council will take no official action on items discussed, with the exception of referral to staff for future report. If there are no comments, the City Council will continue with the regular agenda.*

9. PLANNING:

- 9.1. Resolution to Approve a Conditional Use Permit for a Home Occupation in the R-1 Zoning District at 806 Monico Lane PID #32.47.01100 86-99

9.2.	Resolution to Approve a Variance to Allow 50% of Floor Area for a Home Occupation for an Interior Design Studio in the R-1 Zoning District at 806 Monico Lane, PID #32.47.01100	100-103
9.3.	Discovery Circle Infrastructure Extension Considerations	104-125
10.	GENERAL BUSINESS:	
10.1.	Ordinance Extending Gas Distribution Franchise	126
	<i>Procedural outline should the Council decide to give the rezoning ordinance two readings at the same meeting:</i>	
	A. <i>The Council shall approve by motion, and second, the first reading of the ordinance.</i>	
	B. <i>The Mayor shall call for a motion and second to suspend the rules, City Code 30.26(A)(2), that require two readings of an ordinance at separate Council meetings.</i>	
	C. <i>The Mayor shall call for a motion and second to give ordinance its second reading.</i>	
	• Resolution #2016-__ An Ordinance Extending Gas Distribution Franchise Ordinance	127
10.2.	Park Rapids Downtown Business Association Request for Main Avenue Bathrooms	128-131
11.	CITY ADMINISTRATOR COMMENTS	
12.	DEPARTMENT HEAD UPDATES	
13.	MINUTES/REPORTS/INFORMATION: <i>Some of the information included here is in draft form, and is subject to change.</i>	
13.1.	Building Permit Report-April 2016.....	132
13.2.	Plumbing Permit Report-April 2016	133
13.3.	Planning Commission Meeting Minutes-April 25, 2016.....	134-138
13.4.	Urban Forestry Committee Meeting Minutes-April 28, 2016	139-140
13.5.	CGMC Punch In-April 2016	141-147
14.	COMMENTS FROM COUNCIL	

15. CLOSED SESSION:

The Mayor will call for a motion to recess the regular meeting and to open a closed session.

- 15.1. Preliminary consideration of allegations or charges against a City of Park Rapids Employee pursuant to Minn. Stat. § 13D.05, subd. 2(b).

The Mayor will call for a motion to close the closed session and to reconvene the regular meeting.

16. ADJOURNMENT