

**AGENDA  
PARK RAPIDS CITY COUNCIL MEETING  
TUESDAY, DECEMBER 12, 2017, 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. **PUBLIC HEARING at 6:00 PM:**

*The Mayor will call for a motion to open the public hearing.*

4.1. **Truth in Taxation Public Meeting:**

- A. Presentation of Budget and Property Tax Levies ..... Brumbaugh
- B. Public Hearing Notice..... 1
- C. Public Comments ..... Sign in Sheet

*The Mayor will call for a motion to close the public hearing.*

4.2. **Final Levy and Final General Budget:**

- A. Resolution #2017-\_\_ Adopting Final General Fund Budget for the  
Year 2018 for the City of Park Rapids .....2-16
- B. Resolution #2017-\_\_ Adopting the Final Property Tax Levy for Tax  
Year 2018 ..... 17

5. **EMPLOYEE RECOGNITION:**

5.1. Oath of Honor for Park Rapids Police Officers ..... 18-19

- A. Patrol Officer Austin Rittgers ..... 20
- B. Patrol Officer Tylor Farden ..... 21

6. **APPROVE MINUTES:**

6.1. City Council Regular Meeting Minutes-November 28, 2017 .....22-25

**7. FINANCE:**

7.1. Payables and Prepaids .....26-38

**8. 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.*

\*8.1. Authorize Staff to Cancel the Second City Council Meeting in December, Scheduled for December 26<sup>th</sup>, 2017 ..... 39

\*8.2. Approve a Golf Cart/Class 2 ATV License to Operate on Park Rapids City Street in 2017 for Horace Gates ..... 40

\*8.3. Resolution #2017-\_\_ Accepting Donations for the City of Park Rapids .....41-47

\*8.4. Resolution #2017-\_\_ Amending Personnel Policy #59-Grooming and Uniform Policy for the City of Park Rapids..... 48-53

\*8.5. Resolution #2017-\_\_ Re-Appointing Scott Johnson to Serve on the Airport Commission for the City of Park Rapids .....54-55

\*8.6. Authorize Staff to Contract with Cummins NPower for the Annual Maintenance/Service of City Owned Generators for the Amount of \$2,503.87 .....56-58

\*8.7. Resolution #2017-\_\_ Authorizing Proper City Officials to Execute the Paperwork Associated with the Farm Leases for the City of Park Rapids ....59-76

\*8.8. Approve Advertisement for the Current Open Committee Positions..... 77-79

\*8.9. Approve the Use of City Equipment to Plow Parking Area for the USXC Snowmobile Race Hled on January 20<sup>th</sup> through the 21<sup>st</sup>, 2018. USXC will Reimburse City for Fuel Usage. Staff will volunteer their time ..... 80

**9. 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.*

**10. GENERAL BUSINESS:**

10.1 Park Rapids Housing and Redevelopment Authority Appointment-*tabled on November 28, 2107* ..... 81-86

A. Resolution Appointing HRA Member to a Full Five Year Term .....87

B. Resolution Appointing HRA Member to the Remainder of a Five Year Term .....88

10.2. Right of Way Ordinance ..... 89

A. *First Reading of Ordinance* to Enact a New Chapter of the Code of Ordinances to Administrator and Regulate the Public Rights of Way in the Public Interest, and to Provide for the Issuance and Regulation of Right of Way Permits .....90-111

B. *First Reading of Summary Publication of Ordinance* to Enact a New Chapter of the Code of Ordinances to Administrator and Regulate the Public Rights of Way in the Public Interest, and to Provide for the Issuance and Regulation of Right of Way Permits .....112-114

10.3. Approval of Enterprise Funds ..... Brumbaugh

**11. CITY ADMINISTRATOR COMMENTS**

**12. DEPARTMENT HEAD UPDATES**

**13. MINUTES/REPORTS/INFORMATION:** *Some of the information included here is in draft form, and is subject to change.*

13.1. Park Rapids Parks and Beautification Board Meeting Minutes-January 9, 2017 ..... 115

13.2. Park Rapids Parks and Beautification Board Meeting Minutes-February 13, 2017 ..... 116

13.3. Park Rapids Parks and Beautification Board Meeting Minutes-March 13, 2017 ..... 117

13.4. Park Rapids Parks and Beautification Board Meeting Minutes-April 10, 2017 ..... 118-119

13.5. Park Rapids Parks and Beautification Board Meeting Minutes-May 8, 2017 ..... 120

13.6. Park Rapids Parks and Beautification Board Meeting Minutes-June 12, 2017 .....	121
13.7. Park Rapids Parks and Beautification Board Meeting Minutes-July 10, 2017 .....	122
13.8. Park Rapids Library Board Bimonthly Meeting Minutes-August 3, 2017 .....	123-124
13.9. Park Rapids Parks and Beautification Board Meeting Minutes-August 14, 2017 .....	125-126
13.10. Park Rapids Library Board Meeting Minutes-October 5, 2017 .....	127-128
13.11. Park Rapids Parks and Beautification Board Meeting Minutes-October 9, 2017 .....	129
13.12. Building Permit Report-November 2017 .....	130
13.13. Plumbing Permit Report-November 2017 .....	131
13.14. Park Rapids Parks and Beautification Board Meeting Minutes-November 13, 2017 .....	132
13.15. 2016 Park Rapids Library Statistics-December 4, 2017 .....	133
13.16. Park Rapids Parks and Beautification Board Meeting Minutes-December 12, 2017 .....	134

**14. COMMENTS FROM COUNCIL**

**15. ADJOURNMENT**