

**AGENDA  
 PARK RAPIDS CITY COUNCIL MEETING  
 TUESDAY, DECEMBER 10, 2019, 6:00 PM  
 PARK RAPIDS CITY COUNCIL CHAMBERS  
 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. **TRUTH IN TAXATION 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 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 #2019-\_\_ Adopting Final General Fund Budget for the Year 2020 for the City of Park Rapids ..... 1-12
    - B. Resolution #2019-\_\_ Adopting the Final Property Tax Levy for Tax Year 2020 for the City of Park Rapids ..... 13-14
  
5. **PARK RAPIDS EMPLOYEE RECOGNITION:**
  - 5.1. Certificates of Achievement 2019:
 

Janel Stewart-Five Years of Employment .....	15
Robert Gilmore-Five Years of Employment .....	16

<b>6.</b>	<b>APPROVE MINUTES:</b>	
6.1.	City Council Workshop Minutes-November 26, 2019 .....	17-21
6.2.	City Council Regular Meeting Minutes-November 26, 2019 .....	22-32
<b>7.</b>	<b>FINANCE:</b>	
7.1.	Payables and Prepaids .....	33-43
<b>8.</b>	<b>CONSENT AGENDA:</b> <i>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.</i>	
*8.1.	Approve Pay Request in the Amount of \$1,992.19 for Ferguson Waterworks for Software Support for the Neptune Water Meter/Software for the Public Works Water Department .....	44-45
*8.2.	Approve Pay Request in the Amount of \$28,000.00 for Heartland Lakes Development Commission for the Second Half of 2019 Economic Development Services.....	46-47
*8.3.	Resolution #2019-__ Approve Wage Adjustment and Step Increase for Full Time City Planner Andrew Mack.....	48-49
*8.4.	Resolution #2019-__ Approve Wage Adjustment and Step Increase for Park Rapid Police Sergeant Robert Gilmore .....	50-51
*8.5.	Resolution #2019-__ Accepting Donation of Vehicle for the City of Park Rapids .....	52-53
*8.6.	Resolution #2019-__ Authorizing the Disposal of Surplus City Property from the City of Park Rapids.....	54-55
*8.7.	Approve Pay Request in the Amount of \$6,897.67 for Law Enforcement Technology Group LLC for the 2020 Software Maintenance for the Police Department.....	56-58
*8.8.	Approve Pay Request in the Amount of \$6,947.00 to for the Coalition of Greater Minnesota Cities for the 2020 Membership Dues.....	59-61
*8.9.	Resolution #2019-__ Accepting Contracting Work by Lee Davis Electric Inc for the 2018 Apron Lighting Upgrade Project for the Park Rapids Municipal Airport.....	62

*8.10.	Approve Final Pay Request in the Amount of \$5,095.96 for Lee Davis Electric Inc for Completion of Work on the 2018 Apron Lighting Upgrade Project for the Park Rapids Municipal Airport .....	63-66
*8.11.	Resolution #2019-__ Accepting Contracting Work by Hough Inc for the 2018 Main Pump Station Improvement Project for the City of Park Rapids.....	67
*8.12.	Approve Final Pay Request in the Amount of \$28,613.45 for Hough Inc. for Completion of Work on the 2018 Main Pump Station Improvement Project for the City of Park Rapids .....	68-73
<b>9.</b>	<b>COMMENTS FROM CITIZENS:</b> <i>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.</i>	
<b>10.</b>	<b>GENERAL BUSINESS:</b>	
10.1	Approval of the Enterprise, Airport, and Internal Service Fund Budgets for 2020.....	74
10.2.	New Leases for City Hall and Police Copiers.....	75
<b>11.</b>	<b>CITY ADMINISTRATOR COMMENTS</b>	
<b>12.</b>	<b>DEPARTMENT HEAD UPDATES</b>	
<b>13.</b>	<b>MINUTES/REPORTS/INFORMATION:</b> <i>Some of the information included here is in draft form, and is subject to change.</i>	
13.1.	Building Permit Report-November 2019 .....	76
13.2.	Plumbing Permit Report-November 2019 .....	77
13.3.	Planning Commission Meeting Minutes-November 25, 2019 .....	78-85
13.4.	Investments Memo-November 26, 2019 .....	86
<b>14.</b>	<b>COMMENTS FROM COUNCIL</b>	
<b>15.</b>	<b>ADJOURNMENT</b>	