

**AGENDA**  
**PARK RAPIDS CITY COUNCIL MEETING**  
**TUESDAY, APRIL 28, 2020, 6:00 PM**  
**PARK RAPIDS CITY COUNCIL CHAMBERS**  
**PARK RAPIDS, MINNESOTA**

**Contact Information for Teleconference.**

**Phone: 218-547-0500**

**Participation Code: 130529**

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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. **Essentia Health Proposed Project and the Issuance of Private Activity Bonds:**
  - A. Public Hearing Notice ..... 1
  - B. Closing Certificate ..... 2-5

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

- 4.2. **Resolution #2020-\_\_ Resolution Approving a Project by Essentia Health and Consenting to the Issuance of Tax-Exempt Obligations by the Duluth Economic Development Authority** ..... 6-9

5. **APPROVE MINUTES:**

- 5.1. **Park Rapids City Local Board of Appeal and Equalization Meeting Minutes-April 9, 2020** ..... 10-11
- 5.2. **City Council Regular Meeting Minutes-April 14, 2020** ..... 12-16
- 5.3. **City Council Emergency Meeting Minutes-April 21, 2020** ..... 17-23

**6. FINANCE:**

6.1. Payables and Prepaids .....24-35

**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. Resolution #2020-\_\_ Appointing Tim Little as a Temporary Seasonal Public Works Utility Maintenance Worker for the City of Park Rapids ..... 36-37

\*7.2. Approve Purchase in the Amount of \$3,617.60 for a New Set of Turn Out Gear for One (1) Firefighter for the Park Rapids Fire Department..... 38

\*7.3. Resolution #2020-\_\_ Authorizing the Disposal of Surplus City Property from the City of Park Rapids..... 39-52

\*7.4. Approve Purchase in the Amount of \$1,650.00, the low quote, from Midwest Playscapes for Wood Chips for around the City’s Playground Equipment, for the Parks Department ..... 53-55

\*7.5. Accept Low Bid in the Amount of \$3,250.00 from Mobile Ready Mix for Sidewalk Repairs to the Rapids Spirits Liquor Store ..... 56-59

**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. *Second Reading* of Ordinance to Amend the Park Rapids City Code of Ordinances Regarding Short Term Rentals .....60

A. Resolution #2020-\_\_ Approving Ordinance No. \_\_ Amending the City Code of Ordinances of the City of Park Rapids, Chapter 34 Finances, Section 34.01, Chapter 36 Fee Schedule, Section 36.17, Chapter 152 Rentals, Sections 152.001, 152.002, 152.060, 152.061, 152.062, 152.063.....61

- B. Ordinance No. \_\_ Amending the City Code of Ordinances of the City of Park Rapids, Chapter 34 Finances, Section 34.01, Chapter 36 Fee Schedule, Section 36.17, Chapter 152 Rentals, Sections 152.001, 152.002, 152.060, 152.061, 152.062, 152.063 ..... 62-67
- C. Approve Short Term Rental Permit Application Guide and Short Term Rental Permit Application for the Planning Department..... 68-70

**10. GENERAL BUSINESS:**

- 10.1. Resolution for Authorization to Execute Term Extension for Task Order Engineering Services Agreement and Task Order No. 16 by and between Apex Engineering Group and the City of Park Rapids ..... 71-81
- 10.2. Resolution Authorizing Proper City Officials to Execute the Authorization for Professional Services by and between Toltz, King, Duvall, Anderson and the City of Park Rapids ..... 82-95
- 10.3. Resolution Temporarily Suspending Utility Shutoffs, and Waiving Late Fees for 2020 Due to COVID-19 Pandemic..... 96-97
- 10.4. Update on City Treasurer/Accountant Search .....98

**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. Arts and Culture Advisory Commission Meeting Minutes-February 24, 2020..... 99-100

**14. COMMENTS FROM COUNCIL**

**15. ADJOURNMENT**