

**AGENDA  
 PARK RAPIDS CITY COUNCIL MEETING  
 TUESDAY, SEPTEMBER 8, 2020, 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. **APPROVE MINUTES:**
  - 4.1. City Council Regular Meeting Minutes-August 25, 2020..... 1-4
  
5. **FINANCE:**
  - 5.1. Payables and Prepaids .....5-12
  
6. **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.*
  - \*6.1. Approve Plumber’s Permit to Work in the City of Park Rapids in 2020 for L&S Plumbing & Heating LLC and BDT Mechanical LLC ..... 13
  - \*6.2. Approve Pay Request in the Amount of \$8,910.00 for Sanquist Construction Inc for Services Rendered to Demolish House at 301 Fifth Street East ..... 14-15
  - \*6.3. Approve Pay Request in the Amount of \$48,117.00 for Apex Engineering for Professional Services for Various Projects in the City of Park Rapids..... 16
  - \*6.4. Approve Public Facilities Use Permit for Nemeth Art Center c/o David Welle for Deane Park Pavilion at 19382 Eagle Pointe Trail on Saturday, September 19<sup>th</sup>, 2020, from 2:00 p.m. to 6:00 p.m. for a Fundraising Event..... 17

- \*6.5. Resolution #2020-\_\_ Approving Wage Adjustment and Step Increase for Full Time Park Rapids Police Officer Kelli Seitz..... 18-19
- \*6.6. Resolution #2020-\_\_ Accepting the Resignation of Park Rapids Urban Forestry Committee Member Steve Jones.....20-21
- \*6.7. Resolution #2020-\_\_ Authorization to Execute Minnesota Department of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition .....22-27
- \*6.8. Resolution #2020-\_\_ Approve Wage Adjustment and Step Increase for Full Time City Administrator Ryan Mathisrud.....28-29

**7. 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.*

**8. PLANNING:**

- 8.1. First Reading Ordinance Zoning District Boundary Amendment request from Barry Munson to rezone Lot 5 Block 1 Hockings Acres from R-1 Single Family Residential to R-2 Single, 2 Family and Townhouse Residential District, PID#32.38.91050 ..... 30-40
- 8.2. First Reading Ordinance Zoning District Boundary Amendment request from Barry Munson to rezone Lot 10 Block 1 Hockings Acres from R-1 Single Family Residential to R-2 Single, 2 Family and Townhouse Residential District, PID#32.38.91101 ..... 41-48
- 8.3. First Reading Ordinance Zoning District Boundary Amendment request from Barry Munson to rezone Lot 1 Block 2 Hockings Acres from R-1 Single Family Residential to R-2 Single, 2 Family and Townhouse Residential District, PID#32.38.92010 ..... 49-56
- 8.4. First Reading Ordinance Zoning District Boundary Amendment request from City to rezone seven lots located on Spruce Lane, Oak Blvd. and Balsam Lane from R-1 Single Family Residential to R-2 Single, 2 Family and Townhouse Residential District, PID#32.62.02000; 32.62.02010; 32.62.02100; 32.62.02200; 32.62.02210; 32.62.02300; and 32.62.02310 .. 57-63

8.5.	Third and Final Reading of the Ordinance Amending the City Code of Ordinances of the City of Park Rapids, Chapter 34 Finances and Chapter 152 Rentals, Authorizing the Permitting of Short-Term Rentals and Prescribing Standards.....	64-71
8.6.	First Reading Ordinance Amending the City Code of Ordinances of the City of Park Rapids, Chapter 36 Fee Schedule, Regarding Changes to Planning & Zoning and Building Permit Fees.....	72-74
8.7.	Resolution Amending the 2008 Park Rapids Comprehensive Plan to Include a Chapter Regarding Electric Vehicle Readiness.....	75-96
<b>9.</b>	<b>GENERAL BUSINESS:</b>	
9.1.	2021 Budget and Property Tax Levy:	
	A. Resolution Adopting Preliminary General Fund Budget for the Year 2021 for the City of Park Rapids .....	97-108
	B. Resolution Adopting Preliminary Property Tax Levy for Tax Year Payable 2021 for the City of Park Rapids .....	109
	C. Set Truth in Taxation Meeting .....	110
9.2.	Presentation on Body Worn Camera Program for the Park Rapids Police Department.....	Chief Jeff Appel
	A. Comment Period Pursuant to Minnesota Statutes 626.8473 Subdivision 2, for the Adoption of a Policy for the Use of Audio/Video Recorders by the Park Rapids Police Department.....	Public Comment
	B. Resolution Adopting Policy No. 422 Portable Audio/Video Recorders for the Park Rapids Police Department Policy Manual in the City of Park Rapids .....	111-117
	C. Approval of the Purchase of Body Worn Cameras for the Park Rapids Police Department from Watchguard in the Amount of \$33,610.00 .....	118-121

9.3.	Soil Borings for Depot Park Tennis Court .....	122-157
A.	Resolution to Authorizing Proper City Officials to Execute Task Order No. 19 for Depot Park Tennis Court Reconstruction by and between Apex Engineering Group Inc and the City of Park Rapids.....	158-165
B.	Resolution Authorizing Proper City Officials to Execute the Agreement for Services by and between Terracon Consultants Inc and the City of Park Rapids .....	166-177
9.4.	Results of the Performance Evaluation Conducted on August 25 <sup>th</sup> , 2020, of City of Park Rapids Employee City Administrator Ryan Mathisrud under Minn. Stat. 13D.05, subd. 3 (a).....	Conway
<b>10.</b>	<b>CITY ADMINISTRATOR COMMENTS</b>	
<b>11.</b>	<b>DEPARTMENT HEAD UPDATES</b>	
<b>12.</b>	<b>MINUTES/REPORTS/INFORMATION:</b> <i>Some of the information included here is in draft form, and is subject to change.</i>	
12.1.	Building Permit Report-August 2020.....	178
12.2.	Plumbing Permit Report-August 2020 .....	179
12.3.	Planning Commission Meeting Minutes-August 24, 2020.....	180-194
<b>13.</b>	<b>COMMENTS FROM COUNCIL</b>	
<b>14.</b>	<b>ADJOURNMENT</b>	