

**AGENDA  
 PARK RAPIDS CITY COUNCIL MEETING  
 TUESDAY, DECEMBER 11, 2012, 7:00 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. **APPROVE MINUTES:**
  - 4.1. City Council Regular Meeting Minutes-November 13, 2012 ..... 1-16
  - 4.2. City Council Workshop Minutes-November 27, 2012 ..... 17-26
  - 4.3. City Council Regular Meeting Minutes-November 27, 2012 ..... 27-33
  
5. **FINANCE:**
  - 5.1. Payables & Prepays..... 34-41
  
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. Resolution #2012-\_\_ Re-Appointing Dan Dyre to Serve on the Airport Commission for the City of Park Rapids ..... 42-43
  - \*6.2. Resolution #2012-\_\_ Re-Appointing Donald Douglas to Serve on the Airport Commission for the City of Park Rapids ..... 44-45
  - \*6.3. Resolution #2012-\_\_ Re-Appointing Richard Bradow to Serve on the Park Rapids Planning Commission ..... 46-47
  - \*6.4. Approve Plumber’s Permits to Work in the City of Park Rapids in 2012 for Anderson Plumbing & Heating ..... 48

*6.5.	Approve Awarding the 2013 Spring Tree Planting Bid to Forest and Floral in the Amount of \$1,220.00 .....	49-50
*6.6.	Resolution #2012-__ Approval of a New Off Sale 3.2 Beer License for Hugo #11 in the City of Park Rapids.....	51
*6.7.	Approve the Rates for Worker’s Compensation Insurance with the League of Minnesota Cities for 2013 in the Amount of \$73,537.00 .....	52-56
*6.8.	Resolution #2012-__ Authorizing Proper City Officials to Execute the First Addendum to the Independent Contractor Agreement by and between John F. McKinney Jr and the City of Park Rapids .....	57-59
*6.9.	Resolution #2012-__ Authorizing Proper City Officials to Execute the Contract for Services by and between Ronald E. Dick d.b.a. Municipal Inspections Company and the City of Park Rapids.....	60-70
*6.10.	Resolution #2012-__ Authorization to Execute Heartland State Trail-City of Park Rapids Segment Cooperative Agreement by and between the State of Minnesota and the City of Park Rapids .....	71-77
*6.11.	Resolution #2012-__ Approving the Park Rapids Fire Department Organizational Handbook for the City of Park Rapids .....	78-104
*6.12.	Approve Pay Request in the Amount of \$44,277.78 to Leggette, Brashears, & Graham for Groundwater Studies Pertaining to the Water Treatment Facility.....	105-115
*6.13.	Approve Pay Request in the Amount of \$40,279.51 to Ulteig Engineers for Professional Services for Various Projects in the City.....	116-128
*6.14.	Approve Advertisement for Open Committee Positions, Terms Starting in 2013, After All Incumbents have been Notified.....	129-131
*6.15.	Resolution #2012-__ Adopting the Final Property Tax Levy for Tax Year Payable 2013 .....	132
*6.16.	Resolution #2012-__ Adopting the Final General Fund Budget for the year 2013 for the City of Park Rapids.....	133-142
*6.17.	Approve 2013 Enterprise Budgets (Revenues/Expenses) for Airport, Water, Sewer, Stormwater, and Liquor.....	143-173

*6.18.	Resolution #2012-__ Approving the Transfer of the Contract for Private Redevelopment for Tax Increment Financing District No. 1-9 of the City of Park Rapids.....	174-177
*6.19.	Approve Purchase of Pagers in the Amount of \$2,313.84 for the Park Rapids Fire Department with the Use of Fire Department Donations Funds 100-10500-36700 .....	178-179
<b>7.</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>8.</b>	<b>PLANNING:</b>	
8.1.	Resolution to Approve a Conditional Use Permit to Allow Construction of Log Structures for Re-Sale with Display of Finished Structures and Inventory in the B-1 Zoning District at 16667 State Highway 34, PID #32.19.04000 .....	180-193
<b>9.</b>	<b>GENERAL BUSINESS:</b>	
9.1.	Recommended TIF Actions .....	194-195
A.	Resolution Approving the Utilization of Interfund Loan for Tax Increment Financing District No.1-10.....	196
B.	Resolution Approving the Utilization of Interfund Loan for Tax Increment Financing District No.2-7 .....	197
C.	Resolution Approving the Decertification of Tax Increment Financing District No.1-5 of the City of Park Rapids .....	198
D.	Resolution Approving the Decertification of Tax Increment Financing District No.1-6 of the City of Park Rapids .....	199
<b>10.</b>	<b>CITY ADMINISTRATOR UPDATE</b>	
<b>11.</b>	<b>DEPARTMENT HEAD UPDATES</b>	

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

12.1. Flaherty & Hood On File-Fall 2012 ..... 200-203

12.2. Building Permit Report-November 2012 ..... 204

12.3. Plumbing Permit Report-November 2012 ..... 205

12.4. Hubbard County Commissioners Meeting Minutes-November 7, 2012 ..... 206-213

12.5. Parks & Beautification Meeting Minutes-November 19, 2012 ..... 214-215

12.6. Planning Commission Meeting Minutes-November 26, 2012 ..... 216-220

12.7. CGMC in Brief-November 29, 2012 ..... 221-222

12.8. Personnel Committee Meeting Minutes-December 4, 2012..... 223-224

12.9. CGMC in Brief-December 6, 2012 ..... 225-228

12.10. Rapids Spirits Council Report-December 6, 2012 ..... 229-230

12.11. Billable Water Memo-December 11, 2012 ..... 231-232

12.12. SCDP Grant Monitoring Memo-December 11, 2012..... 233-240

**13. COMMENTS FROM COUNCIL**

**14. ADJOURNMENT**