

**AGENDA
PARK RAPIDS CITY COUNCIL MEETING
TUESDAY, FEBRUARY 12, 2013, 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. **APPROVE MINUTES:**
 - 4.1. City Council Workshop Minutes-January 22, 2013 1-10
 - 4.2. City Council Regular Meeting Minutes-January 22, 2013 11-22

5. **FINANCE:**
 - 5.1. Payables & Prepaids.....23-37

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 Permits to Work in the City of Park Rapids in 2013 for Culligan Soft Water and Kiffmeyer Plumbing Inc..... 38
 - *6.2. Approve Backhoe Operator’s Licenses to Work in the City of Park Rapids in 2013 for Dennis & Girtz Excavating 39
 - *6.3. Resolution #2013-__ Approve the Renewal of an Off-Sale Beer License for Cenex C Store, Orton’s Park Rapids, Orton’s Park Rapids-East, Hugo’s #11, Wal-Mart Supercenter #4244, Holiday Stationstore #26, Casey’s General Store #2192 in the City of Park Rapids 40
 - *6.4. Resolution #2013-__ Approve the Renewal of an On-Sale 3.2 Beer License for Pizza Hut in the City of Park Rapids 41

*6.5.	Resolution #2013-__ Approving the Renewal of Liquor License for a Better Place in the City of Park Rapids.....	42
*6.6.	Resolution #2013-__ Approving a Wine and Strong Beer License for Necce’s Italiano Ristorante in the City of Park Rapids.....	43
*6.7.	Approve Purchase Order in the Amount of \$3,995.33 to Park Rapids Ford for Emergency Repairs to Public Works Parks Department Unit #8 Injection Pump.....	44
*6.8.	Resolution #2013-__ Approving Ordinance No.__ Amending the Park Rapids City Code of Ordinances; Chapter 38: Employment Background Checks	45-48
*6.9.	Ordinance No.__ Amending the Park Rapids City Code of Ordinances; Chapter 38: Employment Background Checks	49-51
*6.10.	Resolution #2013-__ Re-Appointing Donald Walsh to Serve on the Housing & Redevelopment Authority of the City of Park Rapids	52-53
*6.11.	Resolution #2013-__ Appointing Carl Sundquist to Serve on the Housing & Redevelopment Authority of the City of Park Rapids	54-55
*6.12.	Resolution #2013-__ Approving a Leave of Absence for Full Time Park Rapids Police Officer Carrie Parks	56-57
*6.13.	Approve Pay Request in the Amount of \$2,303.20 to Prairie Lakes Coop for Chemical/Ice Removal at the Park Rapids Municipal Airport	58-59
*6.14.	Approve Pay Request in the Amount of \$10,855.20 to Hubbard County Highway Department for the Construction Portion of the Main Avenue Project	60-72
*6.15.	Approve Pay Request in the Amount of \$1,450.00 to Minnesota Pollution Control Agency for the Annual Permit Fee Pertaining to the Wastewater Treatment Facility	73-74
*6.16.	Approve Pay Request in the Amount of \$5,302.00 to Coalition of Greater Minnesota Cities for the 2013 Membership Dues	75-78
*6.17.	Approve Pay Request in the Amount of \$2,615.50 to Banyon Data Systems for Software Support for Payroll, Utility Billing, Fund Accounting, and Fixed Assets	79-80
*6.18.	Approve Pay Request in the Amount of \$18,216.73 to Ulteig Engineers for Professional Services Associated with the Water Treatment Facility and the Riverside Project-Phase One	81-86

*6.19.	Approve Pay Request in the Amount of \$22,532.42 to TKDA for Architect Fees Regarding the Runway 18-36 Design.....	87-88
*6.20.	Approve Ordering Parts in the Amount of \$2,988.13 from RDO Equipment for Moldboard Repairs for the 770 Grader.....	89-90
*6.21.	Approve Pay Request in the Amount of \$5,000.00 to Briggs & Morgan for Professional Service Associated with the Modification of TIF 1-9 for SDG Properties	91-93
*6.22.	Approve Pay Request in the Amount of \$5,000.00 to David Drown Associates for Economic Consulting Services Associated with the Modification of TIF 1-9 for SDG Properties.....	94-95
*6.23.	Resolution #2013-__ Authorizing Proper City Officials to Execute the Agreement for Consulting Services by and between Hildi Inc and the City of Park Rapids.....	96-103
*6.24.	Approve Pay Request in the Amount of \$11,101.83 to HRDC, Sathre Title and Abstract, NW MN Multi-County HRA, and Mid-Sota Builders for Services Associated with the Small Cities Development Program Grant.....	104-113
*6.24.	Resolution #2013-__ Calling for Public Hearing for the 2013 to 2017 Capital Improvement Plan for City Projects and Equipment for the City of Park Rapids.....	114-115

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. GENERAL BUSINESS:

8.1.	Proposed Council Action Recommendation for TIF Districts-Traci Ryan.....	116
A.	Resolution Approving the Utilization of Interfund Loan for Tax Increment Financing District No. 1-9.....	117-119
B.	Resolution Authorizing Execution of an Amendment to Development Agreement by and between SDG Properties II LLC and the City of Park Rapids	120-134

C.	Resolution Calling Public Hearing on Modification #2 of Tax Increment Financing District No.1-9 and the Adoption of Modified Tax Increment Financing Plan Relating Thereto.....	135-138
D.	Resolution Calling Public Hearing on the Creation of Tax Increment Financing District No.1-11 and the Adoption of Tax Increment Financing Plan Relating Thereto.....	139-147
E.	Authorization for David Drown Associates to Work on the Modification of TIF 1-9 and the Creation of TIF 1-11	148
8.2.	Partial Satisfaction of Mortgage for the Armory Square Project.....	149-153
8.3.	Request to Waive Sewer/Water Late Fee for 1103 First Avenue East	154-158

9. CITY ADMINISTRATOR COMMENTS

10. DEPARTMENT HEAD UPDATES

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

11.1.	TIF Division Newsletter-January 2013	159-160
11.2.	Building Permit Report-January 2013	161
11.3.	Plumbing Permit Report-January 2013.....	162
11.4.	Hubbard County Commissioners Meeting Minutes-January 8, 2013	163-172
11.5.	Parks & Beautification Board Meeting Minutes-January 15, 2013	173
11.6.	Arts & Culture Advisory Commission Meeting Minutes-January 21, 2013	174
11.7.	Planning Commission Meeting Minutes-January 28, 2013	175-177
11.8.	Rapids Spirits Council Report-February 2013.....	178

12. COMMENTS FROM COUNCIL

13. ADJOURNMENT