

**AGENDA
 PARK RAPIDS CITY COUNCIL MEETING
 TUESDAY, DECEMBER 10, 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. **PUBLIC HEARING at 6:00 PM:**
 - 4.1. Report from Finance Committee Konshok
 - 4.2. **Truth in Taxation** Public Meeting:
 - A. Presentation of Budget and Property Tax Levies Brumbaugh
 - B. Public Comments Sign in Sheet
 - 4.3. Final Levy and Final General Budget:
 - A. Resolution #2013-__ Adopting the Final Property Tax Levy for Tax Year 2014 1
 - B. Resolution #2013-__ Adopting Final General Fund Budget for the Year 2014 for the City of Park Rapids.....2-11
 - C. Approve the Proposed Revenue and Expense Budgets for the 2014 Debt Service Funds..... 12-16
 - D. Approve the Proposed Revenues and Expenses for the 2014 Enterprise Budgets for Airport, Water, Sewer, Stormwater, and Liquor 17

5. **APPROVE MINUTES:**
 - 5.1. City Council Regular Meeting Minutes-November 26, 2013 18-26

6. FINANCE:

6.1. Payables & Prepaids.....27-38

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 #2013-__ Re-Appointing Thom Peterson to Serve on the Airport Commission for the City of Park Rapids39-40

*7.2. Resolution #2013-__ Re-Appointing David R. Konshok to Serve on the Airport Commission for the City of Park Rapids 41-42

*7.3. Resolution #2013-__ Re-Appointing Donald Walsh to Serve on the Housing & Redevelopment Authority of the City of Park Rapids 43-44

*7.4. Resolution #2013-__ Appointing Frank Moody to Serve on the Library Board for the City of Park Rapids 45-46

*7.5. Resolution #2013-__ Appointing Maria Pretzer to Serve on the Library Board for the City of Park Rapids 47-48

*7.6. Resolution #2013-__ Appointing Cheryle Wilke to Serve on the Park Rapids Urban Forestry Committee 49-50

*7.7. Authorize Staff to Enter into a Sales Agreement with Revize Software Systems in the Amount of \$6,615.00 for the Initial Setup and \$1,500.00 Per Year Thereafter for a Total of Three (3) Years to Update the City's Website 51-56

*7.8. Approve to NOT Waive the Tort Limits on the City's Liability Insurance Policy with the League of Minnesota Cities Insurance Trust 57-58

*7.9. Approve Backhoe Operator's License to Work in the City of Park Rapids in 2013 for Tradesmen Construction Inc..... 59

*7.10. Resolution #2013-__ Permitting the Destruction of Aged Documents as Determined by Adopted Minnesota General Records Retention Schedule 60

*7.11. Approve Pay Request #2 in the Amount of \$473,508.97 for Tri-City Paving for Work Completed for the Runway Project A2901-63 61-66

- *7.12. Approve Pay Request #5 in the Amount of \$199,458.03 for Di-Mar Construction for Work Completed for the Water Treatment Facility67-71
- *7.13. Approve Pay Request in the Amount of \$88,201.00 for Howard's Driveway for Paving and Overlays in City's Parking Lots and Several Alleys.....72-73
- *7.14. Resolution #2013-__ Approving City of Park Rapids Non-Union Employees Wage Adjustment for the Year 2014, 2015, and 201674-75
- *7.15. Resolution #2013-__ Amending Personnel Policy #17-Sick Leave for the City of Park Rapids Employees76-82
- *7.16. Authorize Staff to Enter into a One (1) Year Contract with Preferred One for Health Insurance Benefits for City Employees 83

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. Approve Conditional Use Permit to Amend Existing CUP to Allow Installation of Emergency Generator and Containment System in the R-1 Zoning District, at 201 Huntsinger Avenue, PID #32.23.03042.....84-110

10. GENERAL BUSINESS:

- 10.1. Second Reading of the Ordinance Amending City Code:
 - A. Resolution #2013-__ Approving Ordinance No.__ Amending the Park Rapids City Code of Ordinances, Chapter 36, Fee Schedule, Section 36.09 Water and Sewer Fees 111
 - B. Ordinance No.__ Amending the Park Rapids City Code of Ordinances, Chapter 36, Fee Schedule, Section 36.09 Water and Sewer Fees 112
- 10.2. Request from Armory Square for a \$25,000 Loan from the Small Cities Energy Efficiency Grant 113-115

10.3. Resolution #2013-__ Authorizing Proper City Officials to Execute the Agreement Between Owner and Engineer for Professional Services by and between Apex Engineering Group Inc and the City of Park Rapids.... 116-169

10.4. Riverside I Utility and Street Project Burlingame & Jon Olson

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. Building Permit Report-November 2013 170

13.2. Plumbing Permit Report-November 2013 171

13.3. Park Rapids Park Board Meeting Minutes-November 4, 2013..... 172

13.4. Planning Commission Meeting Minutes-November 25, 2013 173-180

13.5. Finance Committee Meeting-December 2, 2013 181-182

14. COMMENTS FROM COUNCIL

15. ADJOURNMENT