



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Jason Sorenson, Assistant Public Works Director

DATE: December 27, 2021

SUBJECT: COMPOST SITE LEASE AGREEMENT

I. RECOMMENDED ACTION

1. Recommend council approve the lease agreement between the City of Minot and Trinity Church for the purpose of a compost site location.
2. Recommend council authorize the Mayor to sign the agreement on behalf of the City.

II. DEPARTMENT CONTACT PERSONS

Dan Jonasson, Director of Public Works	857-4140
Jason Sorenson, Asst. Director of Public Works	857-4768

III. DESCRIPTION

- A. Background
The City of Minot has been utilizing a site owned by Trinity Church to maintain a compost location. For the past years it has been an informal agreement and from time to time there are questions about funds being paid or other issues. In 2020, it was decided that the agreement should be more formal to protect both parties.
- B. Proposed Project
This agreement is a new two year agreement with identical terms as the agreement that will expire in February of 2022.
- C. Consultant Selection
N/A

IV. IMPACT:

- A. Strategic Impact:
Having this agreement in place enables the City to continue to maintain this compost site location. This is a convenient and readily accessible location and it is well utilized by the surrounding neighborhoods.
- B. Service/Delivery Impact:
N/A
- C. Fiscal Impact:
N/A

Project Costs

Trinity Church charges the City \$300 per year to utilize a portion of a lot owned by the church.

Project Funding

Funding for this is budgeted in the landfill budget for compost maintenance.

V. ALTERNATIVES

N/A

VI. TIME CONSTRAINTS

N/A

VII. LIST OF ATTACHMENT

A. *Lease Agreement – Trinity Church compost site*