



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Utilities Director

DATE: February 5, 2024

SUBJECT: COMPOST SITE LEASE AGREEMENT (2024–2025)

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

Jason Sorenson, Utilities Director 701-857-4140

III. DESCRIPTION

A. Background

The City of Minot has been utilizing a site owned by Trinity Church to maintain a compost location. Every two years staff negotiates a new lease payment for the City's continued use of that site.

B. Proposed Project

This agreement is a new two-year agreement with identical terms as the agreement that just expired in January of 2024. The annual payment increased from \$300 per year to \$500 per year.

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:

Project Costs

Annual Lease amount \$500

Project Funding

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

V. CITY COUNCIL ASPIRATIONS

This item achieves the council's aspiration of resilient and prepared.

VI. ALTERNATIVES

The council could elect not to renew the lease agreement. In this case, staff will need to find an alternate location for a compost site

VII. TIME CONSTRAINTS

N/A

VIII. LIST OF ATTACHMENTS

A. Trinity Church Lease Agreement