

BEMIDJI CITY COUNCIL AGENDA

Monday, November 18, 2019

Council Chambers
City Hall – 317 4th Street NW
6:00 P.M.



ROLL CALL

PLEDGE OF ALLEGIANCE TO THE FLAG

PROCLAMATION – HUNGER AND HOMELESS AWARENESS WEEK

AMENDMENTS TO AGENDA

MINUTES

- 1) Work Session: October 28, 2019
Council Meeting: November 4, 2019

CONSENT AGENDA

Items in the Consent Agenda are approved with one motion without discussion/debate. The Mayor will ask if any Council member wishes to remove an item. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.

- 2) Claims Submitted by Finance Officer in the amount of \$438,614.39
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$42,102.43
- 4) Business License Renewals for 2020
- 5) Approve Temporary Liquor Permit (BSU Alumni – December 6)
- 6) Liquor, Sunday Liquor and Wine License Renewals for 2020
- 7) First Reading of On and Off Sale Beer License Renewals for 2020
- 8) Approve Special Event Permit – Night We Light Event & Parade
- 9) Senior Citizen Deferral for Property at 203 Gemmel Ave SW – City Project 19-01
- 10) Senior Citizen Deferral for Property at 824 2nd St SE – City Project 19-01
- 11) Resolution Designating Polling Places for the City of Bemidji for the 2020 Elections
- 12) Approve Purchase of Paint Sprayer

CITIZENS WITH BUSINESS BEFORE THIS COUNCIL – NOT ON AGENDA

Public Comment – Please give your name, address and state your concern/comment. Visitors may share their concerns with City Council on any issue, which is **not** already on the agenda. Each person will have **3 minutes** to speak. The Mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. The Mayor may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. All comments will be taken under advisement by the Council. **PLEASE BE ADVISED THAT THE COUNCIL WILL TAKE NO ACTION AT THIS TIME.**

ORDINANCES

- 13) First Reading of an Ordinance Amending an Uncoded Section of Bemidji City Code Pertaining to Street Vacation (Portion of Second Street SW – Second Mill Park Addition)
- 14) (Table) Public Hearing and Second Reading of an Ordinance Amending Chapter 24 of the Bemidji City Code, Article III, Entitled "Parking, Stopping and Standing", Section 24-123, Recreational Camping Vehicle Parking until December 16, 2019 City Council Meeting

15) Final Reading of an Ordinance Amending Fee Schedule for 2020

- Authorization to Publish Summary of Said Ordinance

UPCOMING MEETINGS

- | | | |
|------------------------|-----------|------------------------------------|
| • Monday, November 25 | 5:30 p.m. | Work Session (Sales Tax) |
| • Tuesday, November 26 | 6:00 p.m. | Joint LGU Meeting (City Hall) |
| • Monday, December 2 | 6:00 p.m. | Council Meeting (Chat About: Rita) |
| • Tuesday, December 3 | 6:00 p.m. | Public Affairs Committee |
| • Monday, December 9 | 5:30 p.m. | Work Session (Recreation) |
| • Monday, December 16 | 6:00 p.m. | Council Meeting |

MAYOR AND COUNCIL REPORTS

- Please limit your committee reports to 4 minutes

ADJOURN

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Work Session – Monday, October 28, 2019

Pursuant to due call and notice, a work session of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, October 28, 2019, at 5:30 p.m. in the Chambers of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Beard, Johnson, Rivera, Erickson, Thompson.

Staff Present: City Manager Nate Mathews, City Engineer Craig Gray, Community Development Director Steve Jones, City Clerk Michelle Miller

Others: Chris Hamilton Lake-n-Woods Realty, Dave Hengel Greater Bemidji

Mayor Albrecht stated the purpose of the work session was to discuss economic and community development matters.

Land Sales

Mathews stated that staff would like to discuss various listings the City has with Lake-n-Woods Realty. Council discussed the list prices of four marketable properties located on Lake Shore Drive NE and possibly removing two less desirable lots located on 1st Street East from the listing. After discussion, consensus of the council was to remove the lot on 1st Street East to be used to store snow from the parking lots. The lot on the corner of Grant Avenue NE will remain listed at the current price.

Chris Hamilton presented his opinions of value for four parcels located in the plat of South Shore Addition. The first two being parcels 80.05893.00 and 80.05984.00 described as Lots 1 and 2, Block 3, South Shore Addition. He stated they are currently listed at \$8.50 a square foot (sf). The two comparable sales sold for \$5.25/sf and \$5.95/sf. Hamilton recommends reducing the two lots to \$6.00/sf. After discussion, consensus was to adjust the list price to \$6.50/sf.

Parcel 80.05989.00 described as Lot 1, Block 5, South Shore Addition is currently listed at \$2.99/sf. Hamilton recommends keeping this listed price and council agreed with that assessment.

Parcel 80.05990.00 described as Lot 1, Block 6, South Shore Addition is currently listed at \$5.00/sf. Hamilton recommends listing at \$3.25/sf. Upon discussion council consensus is to list the property at \$3.50/sf.

Parcel 80.00461.02 is located near the airport at the intersection of Hwy 2 West, Moberg Drive NW with access off Norris Court NW consisting of 6.3 acres. Mathews feels this is a highly marketable property. Hamilton recommends listing at \$5.00/sf based on comparable sales. Upon discussion council consensus is to list the property at \$5.50/sf.

Parcel 80.00461.03 is located near the airport at the end of Norris Court NW consisting of 5.13 acres. Hamilton recommends listing at \$2.00/sf based on comparable sales. Upon discussion council consensus is to list the property at \$2.75/sf.

Parcels 80.04266.00, 80.00422.00 and 80.00424.00 are located off of Rako Street SW consisting of 14.94 acres (lots 11-12 of PID 4266 are omitted at 1.36 acres each). This property poses some challenges with a drainage ditch bisecting the property and old rail bed at southern border of property. This property also poses an issue due to the storm water needs to help treat phosphorus discharges to Lake Irving which is currently on the MPCA Impaired Waters List. Hamilton recommends listing at \$.50/sf based on comparable sales. Upon discussion council consensus is to list the property at the recommended price.

City Economic Development Authority (EDA) and City Revolving Loan Fund (RLF)

Mathews stated that staff would like to discuss different ways to use revolving loan funds and having the EDA be strategic regarding its RLF, as it is currently underutilized. Jones briefly discussed the potential opportunities to invest and/or use the funds differently. A work session will be scheduled for further discussion.

City ED Contract Deliverables and/or Competitive Process

Mathews stated that in September the council discussed creating a detailed contract with Greater Bemidji, with an action plan and clear deliverables for the \$30,000 the city levies for economic development. Staff is seeking direction what those deliverables are and/or the possibility of creating a competitive/open process for allocating these funds. In recent years, the entire amount has been given to Greater Bemidji, Inc. The city currently has the statutory authority to appropriate not more than \$50,000 annually out of the general revenue fund to paid to any incorporated development society or organization for promoting, advertising, improving or developing the economic resources of the city. Council members discussed other organizations that does similar work in the community and addressed the pros and cons of having a competitive process.

Hengel provided an update of the work done by Greater Bemidji and the fact that the money given to them is not a donation but services provided based on a work program. Hengel stated he is always willing to sit down with city officials to discuss ideas of the city. He described how the competitive process of the county is different than the contribution the city has given to Greater Bemidji for the purpose of economic development.

Upon discussion staff was directed to draft a Memorandum of Understanding with Greater Bemidji for review at a future work session.

Adjourn

There being no further business, motion by Meehlhause, seconded by Beard, to adjourn the meeting. Motion carried. Meeting adjourned at 8:00 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – November 4, 2019

Pursuant to due call and notice, a regular meeting of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, November 4, 2019 at 6:00 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Beard, Johnson, Rivera, Erickson.

Staff Present: City Manager Nate Mathews, Finance Director Ron Eischens, City Attorney Alan Felix, Public Works Director/City Engineer Craig Gray, Community Development Director Steven Jones, City Clerk Michelle Miller

AMENDMENTS TO AGENDA

Mayor Albrecht called for any amendments to the agenda. **Motion by Meehlhause, seconded by Johnson to approve the agenda as presented. Motion carried by unanimous vote.**

MINUTES

The following minutes were presented for approval:

- Work Session: October 15, 2019
- Council Meeting: October 21, 2019

Motion by Meehlhause, seconded by Thompson, to approve the minutes as presented. Motion carried by unanimous vote.

CONSENT AGENDA

Albrecht called for any items to be pulled from the consent agenda. The following Consent Agenda items were presented for approval. **Motion by Erickson, seconded by Rivera, to approve the Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the amount of \$485,472.72
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$57,048.07
3. Business License Renewals for 2020
4. **RESOLUTION NO. 6258:** Adopting Assessment Roll for Water/Sewer Deferred Assessment Fees (Connections Completed in 2019)
5. Declare 2004 Chevy Trailblazer 4x4 Surplus and Authorize Disposal – Parks Department
6. Approve Appointment to Library Board - Molitor

CITIZENS NOT ON AGENDA

Adam Steele, 189 Gemmel Ave NW, provided a letter to council to regarding his lawsuit.

REPORT

BSU Student Senate – Alexis Bugera-Brown and Matthew Sauser, Public Relations Chair and Student Senate President, provided an update on Student Senate activities, with a focus on public safety.

NEW BUSINESS

Consider Two Year Moratorium of SAC/WAC Fees for Single Family Home Construction on Existing In-Fill Lots and Establishment of SAC/WAC Loan Program

Mathews stated that through various conversations staff brought the suggestion of a two year moratorium of SAC/WAC fees on single family home construction on existing in-fill lots in the City of Bemidji as well as establishing a loan program for SAC/WAC fees of \$7,500 or more. The Public Works Committee met on October 21 and recommends accepting this proposal. Jones stated that staff will be able to assist in helping to find this in-fill lots for interested parties.

Motion by Meehlhause, seconded by Beard approving a Two Year Moratorium of SAC/WAC Fees for Single Family Home Construction on Existing In-Fill Lots and Establishment of SAC/WAC Loan Program. Motion carried by unanimous voice vote.

Consider Revolving Loan Fund Request – Bemidji Steel Company

Tiffany Fettig, Business Loan Consultant, stated that the revolving loan fund committee met and reviewed a request from Bemidji Steel Company related to costs associated with an expansion to purchase equipment to increase their fabrication capabilities. The request meets the qualifications of the policy. She stated that the HRFC will also be participating in providing funding for this project. The committee recommends the loan of \$74,999 from the City’s Revolving Loan Fund to Bemidji Steel Company pursuant to the terms as recommended by Fettig.

Motion by Rivera, seconded by Johnson approving the Revolving Loan Fund loan request as recommended by the Revolving Loan Committee to Bemidji Steel Company in the amount of \$74,999. Motion carried with the following vote: Yeas: Albrecht, Meehlhause, Beard, Johnson, Rivera, Erickson, Thompson. Nays: None.

ORDINANCES

2020 Fee Schedule

Staff addressed various concerns from council regarding TIF fees and refuse rates. Pursuant to published notice, a Public Hearing was held to receive input regarding An Ordinance Amending Fee Schedule for 2020. Mayor Albrecht opened the Public Hearing at 6:38 p.m., hearing no comments the public hearing was closed.

AN ORDINANCE Amending Fee Schedule for 2020 was given a second reading.

UPCOMING COUNCIL MEETINGS

• Monday, November 11	HOLIDAY	No Meeting & City Buildings Closed
• Monday, November 18	6:00 p.m.	Council Meeting
• Monday, November 25	5:30 p.m.	Work Session (Sales Tax)
• Monday, December 2	6:00 p.m.	Council Meeting


COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Meehlhause, seconded by Thompson, to adjourn the meeting. Motion carried. Meeting adjourned at 7:20 p.m.

Respectfully submitted,


 Michelle R. Miller
 City Clerk

Bill List Summary

November 18th, 2019

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
28600 - 28703	See Attached List	<u>438,614.39</u>
		\$ 438,614.39
	TOTAL	\$ 438,614.39

Accounts Payable

Blanket Voucher Approval Document

User: denisea
Printed: 11/14/2019 - 11:42AM
Warrant Request Date: 11/19/2019
DAC Fund:



COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	14 Lakes Craft Brewing Co	000028600	135.00
2	A Stitch in Time	000028601	765.13
3	Accela, Inc. #774375	000000000	978.00
4	Acme Tools-Bemidji	000028602	229.00
5	Adams, Denise	000000000	150.00
6	Advanced Eng. & Environ.Serv., Inc.	000028603	1,760.50
7	Alerus Retirement and Benefits	000000000	80.00
8	Alltech Engineering Corp	000028604	4,290.00
9	Ameripride	000000000	1,078.60
10	Anderson, Michael	000000000	110.01
11	Artisan Beer Company	000028605	2,038.55
12	Auto Value Bemidji	000028606	157.99
13	B & B Enterprises, LLC	000028607	5,000.00
14	Baycom, Inc.	000028608	215.00
15	Becker Arena Products, Inc	000028609	77.14
16	Beltrami County Auditor/Treasurer	000028610	457.73
17	Beltrami County Dare Advisory	000028611	95.28
18	Beltrami County Recorder	000028612	276.00
19	Beltrami County Solid Waste	000028613	2,133.06
20	Beltrami Electric Coop	000028614	967.51
21	Bemidji Coca-Cola Bottling Co, Inc	000028615	535.26
22	Bemidji Communications, Inc.	000028616	12.00
23	Bemidji Coop Ass'n, Inc.	000028617	664.39
24	Bemidji Downtown Alliance Board	000028618	5,239.85
25	Bemidji Paper Sales, Inc.	000000000	2,941.38
26	Bemidji Steel Company	000000000	1,178.36
27	Bernick's	000000000	25,543.12
28	Bessler Wiebolt Electric	000028619	620.00
29	Beverage Wholesalers	000028620	508.10
30	Bluefin Payment Systems	000000000	1,948.11
31	Bolton & Menk, Inc.	000028621	1,800.00
32	Breakthru Beverage Minnesota Wine & Spirits, LLC	000028622	19,746.08
33	Busacker, Michelle	000000000	8.99
34	Campus Recreation	000028623	468.00
35	City of Bemidji	000000000	10,644.70
36	City of Clearbrook	000000000	823.38
37	City of St. Paul Park	000028624	4,300.00
38	Core & Main	000028625	8,587.87
39	Crazy About Cleaning	000000000	1,175.00
40	Culligan	000028626	416.40
41	D & D Beverage, LLC	000000000	1,079.75
42	D-S Beverages	000028627	36,071.89
43	Dakota Supply Group, Inc.	000000000	150.77
44	Department of Public Safety	000028628	40.00
45	Diamond Mowers LLC	000028629	608.22

Page Total: \$146,106.12

Line	Claimant	Voucher No.	Amount
46	Docu Shred	000028630	38.50
47	DSGW Architects	000028631	197.02
48	Ehlers & Associates, Inc.	000028632	325.00
49	Eischens, Ron	000000000	347.40
50	Environmental Toxicity, Inc.	000028633	875.00
51	Felix, Al	000000000	373.80
52	Fenner, Kevin	000000000	49.59
53	Flagship Recreation, LLC	000028634	1,860.48
54	Flaherty & Hood, P. A.	000028635	218.83
55	FleetPride, Inc.	000028636	58.81
56	Forum Communications Company	000000000	121.50
57	Frenzel Construction, Inc.	000028637	24,640.00
58	Further - City of Bemidji	000000000	280.25
59	Gaslin Garage Door	000028638	210.00
60	Gopher State One-Call	000000000	422.35
61	Government Finance Officers Assn.	000028639	190.00
62	Great River Rescue	000028640	300.00
63	Guardian Pest Control, Inc	000028641	61.53
64	Hagman, Jeremy	000000000	114.99
65	Hawkins, Inc.	000000000	13,063.53
66	HBI Radio Bemidji	000028642	399.00
67	Hokuf, Sharon	000028643	227.00
68	HotsyMinnesota.Com	000028644	868.30
69	HRA	000028645	1,073.00
70	Innovative Office Solutions, LLC	000028646	728.72
71	Int'l Chemtex Corp	000028647	767.26
72	Ironhide Equipment, Inc.	000000000	359.66
73	Jim Hirt Trucking, Inc	000028648	1,923.53
74	JOBSHQ	000028649	236.88
75	Johnson Bros., Inc.	000028650	36,555.04
76	Katzenmeyer, Martin	000000000	150.00
77	Kennedy & Graven Charter	000028651	1,129.50
78	KLEIN, MARY KAY	000028652	78.08
79	KRIS Engineering, Inc.	000028653	176.03
80	L & S Electric Inc	000028654	777.25
81	Lakes Concrete Plus Inc.	000028655	32.60
82	Larry's Machine Shop	000028656	187.63
83	Larson Environmental Consulting	000028657	2,400.00
84	Larson, Marcia	000000000	289.60
85	Lauderbaugh, Carol	000028658	53.42
86	Lawson Products, Inc.	000028659	164.09
87	League of MN Insurance Trust	000028660	43.23
88	Locators & Supplies, Inc.	000000000	384.54
89	Luekens Village Foods North	000028661	87.56
90	Luekens Village Foods South	000028662	15.22
91	Macqueen Emergency Group	000000000	1,681.97
92	MailFinance	000028663	179.22
93	Marco, Inc.	000000000	51.86
94	Martin-McAllister	000028664	550.00
95	Mastin, Mike	000000000	12.00
96	Mathews, Nathan	000000000	182.12
97	McKinnon Co., Inc.	000028665	12,591.20
98	Menards-Bemidji	000000000	698.53
99	Miller, Kent	000000000	105.01
100	Mity-Lite Inc.	000028666	3,537.81
101	MN Dept of Commerce	000000000	894.46
102	MN Dept of Natural Resources	000028667	3,000.00

Page Total: \$116,339.90

Line	Claimant	Voucher No.	Amount
103	MN Energy Resources	000000000	1,046.04
104	NAPA Auto Parts	000000000	789.88
105	Naylor Heating & Refrigeration, LLC	000000000	1,453.76
106	Nei Bottling, Inc.	000028668	220.10
107	New France Wine	000028669	1,056.00
108	Northdale Oil Inc.	000028670	45.00
109	Northwoods Ice, Inc.	000028671	250.80
110	NW Tire, Incorporated	000028672	41.98
111	Paul Bunyan Communications	000028673	2,720.93
112	Paustis & Sons	000028674	1,845.00
113	Phillips Wine & Spirits	000028675	22,151.46
114	Port-Able John Rental & Service, Inc.	000000000	780.00
115	Port-O-Wild Security, Inc.	000000000	1,012.50
116	PowerPlan OIB	000028676	200.00
117	Prairie Restorations, Inc.	000028677	5,325.00
118	Priority Payment Systems	000000000	85.71
119	Raphaels Bakery Cafe	000028678	21.65
120	Reierson Construction, Inc.	000028679	56,411.74
121	Richards Publishing Company	000028680	440.00
122	RIHM Kenworth	000028681	174.58
123	RMB Environmental Laboratories, Inc.	000028682	496.00
124	Road Runner Delivery	000028683	24.00
125	Roger's Two Way Radio, Inc.	000028684	221.40
126	Sadeks Repair & Welding, Inc.	000028685	32.00
127	Sanford Health Occupational Med.	000028686	403.00
128	Scotts Radiator Repair	000028687	319.20
129	Seaberg, Daniel	000000000	12.00
130	Sether, Charlene	000000000	12.00
131	Southern Glazer's of MN	000028688	19,728.57
132	Southside Tow & Rec, Inc	000028689	323.64
133	Sparky's Construction, Inc.	000028690	4,839.68
134	Staples Advantage	000028691	1,312.60
135	Streicher's	000028692	3,011.85
136	Superior Outdoors LLC	000028693	1,075.00
137	T & K Outdoors, Inc.	000028694	1,576.95
138	TDS Metrocom-MN	000000000	948.75
139	Team Laboratory Chemical, LLC	000028695	1,511.50
140	Thomson Reuters-West	000028696	289.00
141	Tires Plus of Bemidji	000028697	68.45
142	Truax Patient Services	000028698	750.00
143	True Brands	000028699	896.66
144	UPS Store	000028700	22.32
145	US Bank Merchant Billing	000000000	7,861.62
146	USA Bluebook	000028701	606.66
147	Verizon Wireless	000028702	140.04
148	Waste Management of WI-MN	000028703	8,476.69
149	Wells Fargo-ACH	000000000	22,220.55
150	Ziegler, Inc.	000000000	2,916.11
Page Total:			\$176,168.37
Grand Total:			\$438,614.39

Sanford Center Unpaid Bills Detail

Type	Invoice Amount
Ace on the Lake	90.51
Vendor Invoice	90.51
Always There Staffing - Bemidji	95.90
Vendor Invoice	95.90
AmeriPride Services	1,161.71
Vendor Invoice	201.32
Vendor Invoice	177.02
Vendor Invoice	647.91
Vendor Invoice	135.46
Bemidji Coca-Cola Company	2,758.96
Vendor Invoice	738.93
Vendor Invoice	583.02
Vendor Invoice	468.01
Vendor Invoice	961.00
Vendor Invoice	8.00
Bemidji State University-Marketing Clu	200.00
Vendor Invoice	200.00
Bemidji Welders Supply, Inc.	495.58
Vendor Invoice	151.03
Vendor Invoice	86.73
Vendor Invoice	257.82
BSU Athletics	450.00
Vendor Invoice	250.00
Vendor Invoice	200.00
City of Bemidji	237.83
Vendor Invoice	237.83
City of Bemidji Parks & Rec	1,171.52
Vendor Invoice	427.18
Vendor Invoice	744.34
Dakota Supply Group	40.74
Vendor Invoice	40.74
Graybar	115.00
Vendor Invoice	115.00
Hunt Electric Corporation	70.51
Vendor Invoice	70.51
Ken-Rich Enterprises, Inc.	669.66
Vendor Invoice	669.66
Lueken's Village Food - South	311.86
Vendor Invoice	311.86
Lueken's Village Foods - North	256.14
Vendor Invoice	256.14
Minnesota Department of Health	1,290.00
Vendor Invoice	1,290.00
NLFX	4,822.50
Vendor Invoice	145.00
Vendor Invoice	250.00
Vendor Invoice	316.25
Vendor Invoice	3,640.00
Vendor Invoice	370.00
Vendor Invoice	101.25

Skeeter Stitch	434.45
Vendor Invoice	434.45
Stittsworth Meats	23.97
Vendor Invoice	23.97
Stittsworth Smokehouse Co	1,034.76
Vendor Invoice	193.56
Vendor Invoice	352.44
Vendor Invoice	488.76
VenuWorks, Inc.	12,220.26
November Management Fee	9,500.00
F&B Commissions	2,720.26
Waste Management of WI -MN	476.14
Vendor Invoice	476.14
Manual Checks & Debits	13,674.43
NeoPost	50.00
Reinhart Foodservice	1,731.26
Reinhart Foodservice	2,588.85
Johnson Brothers Liquor	1,331.91
Merchant Services	1,132.42
Reinhart Foodservice	1,356.68
Reinhart Foodservice	1,795.30
Reinhart Foodservice	40.00
MailFinance	361.72
Augustana University	96.28
BridgePay	197.43
D-S Beverages	601.70
Reinhart Foodservice	972.69
McKinnon Company	179.00
Johnson Brothers Liquor	260.80
NovaTime	290.90
Reinhart Foodservice	687.49
Total	42,102.43

Reviewed by Sanford Center Finance Subcommittee on 11/13/19

GENERAL BUSINESS LICENSES - 2020

Type of License	Business Name	Business Location	Fee Paid
Billiards/Pool			
	BEMIDJI BOWL	3455 LAUREL DRIVE NW 3 tables	\$60.00
	CORNER BAR	602 2ND STREET SE 1 table	\$20.00
Billiards/Pool (per table)			
	HARD TIMES	119 3RD STREET NW 3 tables	\$60.00
	SLIMS BAR & GRILL	142 ANNE STREET NW 1 table	\$20.00
	THE GARDEN GRILL & PUB	111 CENTRAL AVE SE 1 table	\$20.00
Bowling Alley			
	BEMIDJI BOWL	3455 LAUREL DRIVE NW 24 lanes	\$480.00
Cigarette/Tobacco Products			
	4TH STREET ARCO	405 BEMIDJI AVE N	\$85.00
	CORNER BAR	602 2ND STREET SE	\$85.00
	MARKETPLACE FOODS	2000 PAUL BUNYAN DR NW	\$85.00
	SLIMS BAR & GRILL	142 ANNE STREET NW	\$85.00
Club/Sunday			
	ELKS LODGE BPOE #1052	114 4TH ST NW	\$500.00
Dances			
	SANFORD CENTER	1111 EVENT CENTER DRIVE NE	\$240.00
Dances (lounge)			

Type of License	Business Name	Business Location	Fee Paid
	ELKS LODGE BPOE #1052	114 4TH ST NW	\$240.00
	HARD TIMES	119 3RD STREET NW	\$240.00
Gas Station (per pump)			
	4TH STREET ARCO	405 BEMIDJI AVE N 3 multi pumps	\$105.00
	MARKETPLACE FOODS	2000 PAUL BUNYAN DR NW 4 multi pumps	\$140.00
Hotel/Motel			
	DOUBLETREE HOTEL	115 LAKE SHORE DRIVE NE	\$65.00
Massage Establishment			
	BEMIDJI HEALTH & WELLNESS	403 AMERICA AVENUE NW Lisa Tieden	\$120.00
	BODYMECHANIC	146 PAUL BUNYAN DR NW Crystal Schnurpel	\$120.00
	LAKEVIEW HEALTH & WELLNESS	118 PAUL BUNYAN DR S	\$120.00
	MASSAGE BY KATE	3620 BEMIDJI AVE N Chiropractic Professionals	\$120.00
	NEW STAR MASSAGE	750 PAUL BUNYAN DR. #7 Rongce Zhang	\$120.00
	TANYA HANSON MASSAGE	514 BELTRAMI AVE NW, SUITE 2 Tanya Hanson Massage	\$120.00
Massage Therapist			
	KATE ANN ST. GERMAIN	3620 BEMIDJI AVE N Chiropractic Professionals	\$85.00
	KIM LOUISE LINDELL	WITHIN BEMIDJI CITY LIMITS Bemidji Health & Wellness	\$120.00
	LISA MARIE TIEDEN	403 AMERICA AVE NW Bemidji Health & Wellness	\$85.00

Type of License	Business Name	Business Location	Fee Paid
	MICHELLE BRENDA KAISER	WITHIN BEMIDJI CITY LIMITS Skin Co & Spa	\$120.00
	RONGCE ZHANG	750 PAUL BUNYAN DR SUITE 7 New Star Massage	\$120.00
	TANYA DIANA HANSON	WITHIN BEMIDJI CITY LIMITS Tanya Hanson Massage	\$85.00
Restaurant/Food Service			
	4TH STREET ARCO	405 BEMIDJI AVE N	\$35.00
	BEMIDJI BOWL	3455 LAUREL DRIVE NW	\$35.00
	BEMIDJI BREWING COMPANY	211 AMERICA AVE NW	\$35.00
	BIG APPLE BAGELS	1710 PAUL BUNYAN DR NW	\$35.00
	BRIGID'S PUB	317 BELTRAMI AVE NW	\$35.00
	BUFFALO WILD WINGS	225 PAUL BUNYAN DR NW	\$35.00
	CHUBBEEZ, LLC	WITHIN BEMIDJI CITY LIMITS	\$35.00
	CORNER BAR	602 2ND STREET SE	\$35.00
	DAIRY QUEEN "LAKESIDE"	700 PAUL BUNYAN DR NW	\$35.00
	DAIRY QUEEN "MALL"	PAUL BUNYAN MALL	\$35.00
	DOMINO'S	701 PAUL BUNYAN DR NW	\$35.00
	DOUBLETREE HOTEL	115 LAKE SHORE DRIVE NE	\$35.00

Type of License	Business Name	Business Location	Fee Paid
	GIOVANNI'S PIZZA	104 1ST STREET W	\$35.00
	HARD TIMES	119 3RD STREET NW	\$35.00
	KEITH'S PIZZA - NORTH	1425 PAUL BUNYAN DR NW	\$35.00
	KEITH'S PIZZA - SOUTH	110 PAUL BUNYAN DR SE	\$35.00
	LUCKY DOGS, LLC	201 BELTRAMI AVE NW	\$35.00
	MARKETPLACE FOODS	2000 PAUL BUNYAN DR NW	\$35.00
	PIZZA HUT #030198	509 PAUL BUNYAN DR NW	\$35.00
	ROTHER'S JUST DESSERTS	419 BELTRAMI AVE NW	\$35.00
	SANFORD CENTER	1111 EVENT CENTER DRIVE NE	\$35.00
	SLIMS BAR & GRILL	142 ANNE STREET NW	\$35.00
	TARA BEMIDJI	401 BELTRAMI AVE N, SUITE A	\$35.00
	TAVERN ON SOUTH SHORE	929 LAKE SHORE DRIVE NE	\$35.00
	THE GARDEN GRILL & PUB	111 CENTRAL AVE SE	\$35.00
	TUTTO BENE	300 BELTRAMI AVE NW	\$35.00
	WASABI SUSHI	419 BELTRAMI AVE NW SUITE 3	\$35.00

Taxicab Driver

Type of License	Business Name	Business Location	Fee Paid
	ALAN FOREST MALLERY	WITHIN BEMIDJI CITY LIMITS First City Taxi	\$20.00
	DAVID SKIME-SMITH	WITHIN BEMIDJI CITY LIMITS First City Taxi	\$20.00
	JOHN JOSEPH KINGBIRD III	WITHIN BEMIDJI CITY LIMITS First City Taxi	\$20.00
	JOHN ORVIN MCCALIP	WITHIN BEMIDJI CITY LIMITS First City Taxi	\$20.00
	WILLARD KINGBIRD	WITHIN BEMIDJI CITY LIMITS First City Taxi	\$20.00
Taxicab Service	FIRST CITY TAXI	WITHIN BEMIDJI CITY LIMITS 3rd Vehicle - 2005 Silver - T&C	\$35.00
	FIRST CITY TAXI	WITHIN BEMIDJI CITY LIMITS 4th Vehicle - 2005 Silver Caravan	\$35.00
	FIRST CITY TAXI	WITHIN BEMIDJI CITY LIMITS 2nd Vehicle - 2008 Blue - T&C	\$35.00
	FIRST CITY TAXI	WITHIN BEMIDJI CITY LIMITS 1st Vehicle - 2010 Silver - T&C	\$95.00



Temporary Liquor Permits

DateEntered	BusinessName	Type	FeePaid	Date(s) of Event
11/13/2019	BEMIDJI STATE UNIVERSITY-ALUMNI	1-4 Day Temporary On-Sale	\$120.00	December 6, 2019

Liquor, Wine and Club License Renewals - 2020

BUSINESS NAME	BUSINESS OWNER	MISC	LICENSE	FEE
APPLEBEE'S NEIGHBORHOOD GRILL&BAR	APPLE MINNESOTA LLC		Liquor	\$3,780.00
APPLEBEE'S NEIGHBORHOOD GRILL&BAR	APPLE MINNESOTA LLC		Sunday Liquor	\$200.00
BAR 209	THREE LESS ONE, INC.		Sunday Liquor	\$200.00
BAR 209	THREE LESS ONE, INC.		Liquor	\$3,780.00
BEMIDJI BOWL	BEMIDJI BOWL, INC.	& PATIO AREA	Sunday Liquor	\$200.00
BEMIDJI BOWL	BEMIDJI BOWL, INC.	& PATIO AREA	Liquor	\$3,780.00
BRIGID'S PUB	317 ENTERPRISES INC.	& COURTYARD	Sunday Liquor	\$200.00
BRIGID'S PUB	317 ENTERPRISES INC.	& COURTYARD	Liquor	\$3,780.00
BUFFALO WILD WINGS	NORTHWOODS BUFFALO WILD WINGS, INC.	& PATIO AREA	Liquor	\$3,780.00
BUFFALO WILD WINGS	NORTHWOODS BUFFALO WILD WINGS, INC.	& PATIO AREA	Sunday Liquor	\$200.00
CORNER BAR	STUBTAYA, INC.	& PATIO AREA	Sunday Liquor	\$200.00
CORNER BAR	STUBTAYA, INC.	& PATIO AREA	Liquor	\$4,255.00
COUNTRY KITCHEN	POXLEITNER HOSPITALITY LLC		Wine	\$585.00
DAVE'S PIZZA	PETER T. FENSON		Wine	\$585.00
DOUBLETREE HOTEL	SCGM, LLC	& PATIO AREA	Wine	\$585.00
GIOVANNI'S PIZZA	GIOVANNI'S PIZZA		Wine	\$585.00
GREEN MILL	EDGEWATER GROUP	& PATIO AREA	Liquor	\$3,780.00
GREEN MILL	EDGEWATER GROUP	& PATIO AREA	Sunday Liquor	\$200.00
HARD TIMES	HARD TIMES, INC.		Liquor	\$4,255.00
HARD TIMES	HARD TIMES, INC.		Sunday Liquor	\$200.00
KEG N'CORK	WINKK INC.		Sunday Liquor	\$200.00
KEG N'CORK	WINKK INC.		Liquor	\$4,025.00
KEITH'S PIZZA - NORTH	KEITH'S PIZZA INC.		Wine	\$585.00

BUSINESS NAME	BUSINESS OWNER	MISC	LICENSE	FEE
KEITH'S PIZZA - SOUTH	KEITH'S PIZZA INC.		Wine	\$585.00
NORTHERN LIQUOR OFF SALE	HANSON'S NORTHERN SALES INC.		Off Sale Liquor	\$460.00
PIZZA HUT #030198	MUY PIZZA MINNESOTA LLC		Wine	\$585.00
RUZY'S BAR & GRILL, INC.	RUZY'S BAR & GRILL, INC.	& COURTYARD	Liquor	\$3,780.00
RUZY'S BAR & GRILL, INC.	RUZY'S BAR & GRILL, INC.	& COURTYARD	Sunday Liquor	\$200.00
SANFORD CENTER	VENUWORKS OF BEMIDJI, LLC	& PATIO AREAS	Sunday Liquor	\$200.00
SANFORD CENTER	VENUWORKS OF BEMIDJI, LLC	& PATIO AREAS	Liquor	\$3,780.00
SLIMS BAR & GRILL	BEAVER POND INC.	& PATIO AREA	Sunday Liquor	\$200.00
SLIMS BAR & GRILL	BEAVER POND INC.	& PATIO AREA	Liquor	\$3,580.00
SPARKLING WATERS	SPARKLING WATERS BY THE BAY INC.	& OUTDOOR AREAS	Liquor	\$3,780.00
TARA BEMIDJI	TARA BEMIDJI LLC		Wine	\$585.00
TAVERN ON SOUTH SHORE	BEMIDJI TAVERN, LLC	& PATIO AREA	Liquor	\$3,780.00
TAVERN ON SOUTH SHORE	BEMIDJI TAVERN, LLC	& PATIO AREA	Sunday Liquor	\$200.00
THE GARDEN GRILL & PUB	ROCKWOOD CANYON LLC	& PATIO AREAS	Sunday Liquor	\$200.00
THE GARDEN GRILL & PUB	ROCKWOOD CANYON LLC	& PATIO AREAS	Liquor	\$3,780.00
TUTTO BENE	TARTUFFI LLC	& COURTYARD	Liquor	\$3,780.00
TUTTO BENE	TARTUFFI LLC	& COURTYARD	Sunday Liquor	\$200.00
WASABI SUSHI	TARA BEMIDJI LLC		Liquor	\$3,780.00

Beer License Renewals - 2020

First Reading of beer licenses per City Code Sec. 4-44(a).

Business Name	Business Owner	Alcohol	Fee Paid
4TH STREET ARCO	TOOL RENTAL, INC.	Beer - Off Sale	\$95.00
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC	Small Brewer	\$240.00
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC	Taproom On Sale	\$400.00
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC	Taproom On Sale	\$200.00
BEMIDJI BREWING COMPANY	BEMIDJI BREWING COMPANY, LLC	Off Sale Brew Pub	\$200.00
BEMIDJI CURLING CLUB	BEMIDJI CURLING CLUB	Beer - On Sale	\$295.00
COUNTRY KITCHEN	POXLEITNER HOSPITALITY LLC	Beer - On Sale	\$295.00
DAVE'S PIZZA	PETER T. FENSON	Beer - On Sale	\$295.00
DOUBLETREE HOTEL	SCGM, LLC	Beer - On Sale	\$295.00
GIOVANNI'S PIZZA	GIOVANNI'S PIZZA	Beer - On Sale	\$295.00
HOLIDAY STATIONSTORE #104	HOLIDAY STATIONSTORES, LLC	Beer - Off Sale	\$95.00
HOLIDAY STATIONSTORE #460	HOLIDAY STATIONSTORES, LLC	Beer - Off Sale	\$95.00
KEITH'S PIZZA - NORTH	KEITH'S PIZZA INC.	Beer - On Sale	\$295.00
KEITH'S PIZZA - SOUTH	KEITH'S PIZZA INC.	Beer - On Sale	\$295.00
LUCKY DOGS, LLC	JULIE M. BRANDT	Beer - On Sale	\$295.00
LUEKEN'S VILLAGE FOODS - NORTH	LUEKEN'S VILLAGE FOODS	Beer - Off Sale	\$95.00
LUEKEN'S VILLAGE FOODS - SOUTH	LUEKEN'S VILLAGE FOODS	Beer - Off Sale	\$95.00
MARKETPLACE FOODS	JOHANNESON'S, INC.	Beer - Off Sale	\$95.00
ORTONS BEMIDJI TESORO	ORTON MOTOR, INC.	Beer - Off Sale	\$95.00
PIZZA HUT #030198	MUY PIZZA MINNESOTA LLC	Beer - On Sale	\$295.00
SIMONSON MARKET	SIMONSON STATION STORES, INC.	Beer - Off Sale	\$95.00
TARA BEMIDJI	TARA BEMIDJI LLC	Beer - On Sale	\$295.00
WALMART SUPERCENTER #3233	WALMART STORES, INC.	Beer - Off Sale	\$95.00



**CITY OF BEMIDJI
APPLICATION FOR SPECIAL EVENT**

NAME OF APPLICANT/ORGANIZATION Bemidji Jaycees

NAME OF PERSON SUBMITTING REQUEST Josh Peterson

Phone 218-209-1705 Email joshua.peterson7@gmail.com

DESCRIPTION OF EVENT First City of Lights - Night We Light and Parade

Does this request include sale of alcohol? Yes No

LOCATION _____

BETWEEN _____ & /TO _____

DATE Friday, November 29, 2019 TIME OF EVENT 11:00 a.m. - 8:00 p.m.

EVENT SET-UP TIME 8:00-11:00 a.m. EVENT TAKE-DOWN TIME 8:00-10:00 p.m.

REQUEST FOR NO PARKING SIGNS

Request for No-Parking Signs? Yes X No _____

Start Time of Street Closure: 5:30 p.m

End Time of Street Closure: 7:30 p.m.

Number of No Parking Signs: _____

REQUEST TO USE CITY PROPERTY

STREET DEPARTMENT EQUIPMENT:

X CONES ~ QUANTITY? 12

X BARRICADES ~ QUANTITY? 28

PARKS DEPARTMENT EQUIPMENT:

_____ PICNIC TABLES ~ QUANTITY? _____

_____ BENCHES ~ QUANTITY? _____

_____ EVENT BIKE RACKS ~ QUANTITY? _____

Special Event Application



Please fill out this application form for special events, festivals, fun runs/races, road closures, parades, and park events. Applications for street closures or events with less than 300 participants must be submitted 30 days prior to event date, for large events involving 300-1000 participants, application must be submitted 90 days prior to the event; and for events with over 1,000 participants applications must be submitted 120 days prior to the event.

Applicant Information

Organization Name (Required): Bemidji Jaycees

Address: P.O. Box 293 Bemidji, MN 56619

Event Contact (Required): Josh Peterson

This person is the primary contact and must be able to coordinate with other members of the event

Cell Phone (Required): (218) 209-1705

Email (Required): Joshua.peterson7@gmail.com

Event Contact #2 (Required): Jeremy Larson

Contact #2 Phone (Required): (218) 251-1024

Event Information

Event Name (Required): First City of Lights - Night We Light

Event Date: 11-29-19
If the event is multiple days please enter them in the box below.

Event Date(s):

Park/Location Requested:

- | | |
|--|---|
| <input type="checkbox"/> Nymore Park | <input type="checkbox"/> Cameron Park |
| <input type="checkbox"/> City Park | <input checked="" type="checkbox"/> Paul Bunyan Park |
| <input checked="" type="checkbox"/> Library Park | <input checked="" type="checkbox"/> Rotary Pavilion |
| <input type="checkbox"/> Roger Lehmann Park | <input type="checkbox"/> City Paved Trail (lakeshore/east west Trail) |
| <input checked="" type="checkbox"/> City Streets | <input checked="" type="checkbox"/> City Parking Lot |
| <input type="checkbox"/> Other | |

If Other, please explain: _____

Special Event Application



Event Time: 11:00 AM - 8:00 PM
Set-up Time: 8:00 AM - 11:00 AM
Clean-up Time: 8:00 PM - 10:00 PM

Expected Daily Attendance: _____
Events Larger than 300 are subject to the Special Event Ordinance (No.158) requirements.

Event Description:

Please check the type of event (all that apply) and write a brief description of the event.

- Festival Bike Ride
 Walk/Fun Run Concert/Performance
 Other

If Other, please explain: _____

Please provide a description of your event, including, if applicable which city streets or parking lots:

23rd Annual First City of Lights/Night We Light
The lighting celebration of Paul Bunyan & Liberty
Parks. ~~Area~~ North half of P.B. parking lot will be
closed off along with 8th street from MN - Beltrami
Ave, then 8th to Beltrami to third street, then 3rd & Beltrami to

Event Features

~~Beltrami Ave~~ America Ave for the Night We Light
Parade.

Amplified Sound (Required):

(Select only one option)

Any amplified sound in a city park is subject to the City of Bemidji Noise Ordinance.

No

Yes

List type of amplified sound:

Sound system for lighting ceremony @ P.B. Park

Electricity (Required):

(Select only one option)

Available in most parks upon request.

Yes

No

Tents/Structures

- If you plan to put up a tent or other structure (including volleyball nets, horseshoes, etc.), you must call GOPHER STATE ONE CALL 1-800-252-1166 then notify our office of the ticket number.
- Structures may be erected the day before your event with prior approval.
- Prior permission is required by the Public Works Director or City Manager for tent poles to be installed in/on paved surfaces in public right of way or parking lots.

Special Event Application



- The City is not responsible for any stolen or damaged property.
- All structures must be removed immediately following your event (same day) unless prior arrangements are made.
- Banners/signs are allowed in the park on day(s) of event only.

Tents or Canopies (Required):

(Select only one option)

- Yes
 No

Quantity and Size of Tents. Must be identified on the site map:

Alcohol (Select One) (Required):

(Select only one option)

**Application needs to be submitted with fee to the City Clerk and requires City Council approval.*

- Temporary 1-4 day Intoxicating liquor license*
- Temporary 3.2 Percent Malt Liquor License*
- Temporary Off-Premises Liquor License (only to holders of intoxicating liquor licenses)*
Name of Establishment _____
- Catered Event, Licensee holding caterer's permit.
- No Alcohol

Food Vendors

Applicants shall specify the location of all proposed food vendors by including them on a site plan.

Applicants are responsible for acquiring and/or verifying State Health Permit for food handling and ensure compliance with local and state regulation included grease/debris collection. The Special Event Permit will allow you control and regulation of any concessionaires /vendors with your defined venue.

Approval for food concessions in parks shall be granted only in connection with organized activities or large group gatherings.

Please indicate the number of food vendors: _____

Special Event Application



Request to Use City Property

Barricades and Cones

Barricades and cones can be requested from the Street Department - pending availability. Please contact the Street Superintendent at 333- 1855 to make arrangements for pick-up of equipment.

Number of Cones Requested: 12

Number of Barricades Requested: 28

Picnic Tables, Benches, and Event Bike Racks

The Parks and Recreation Department has additional amenities, available upon request. Please contact the Parks Superintendent at 333-1861. It is the responsibility of the event organizers to pick up and return the requested amenities.

Number of picnic tables requested: 0
There are 14 larger/heavier picnic tables and 12 of the smaller light weight tables.

Number of Benches Requested: 0
10 Benches have backs; 12 are backless

Bike Racks Requested: 1

Event Logistics

If you are planning to install or use any of these structures, please describe below and identify location on the Site Map. Event Organizer is liable for any damage caused to the site or facility and must obtain prior approval.

Portable Restrooms

Events larger than 200 person will be required to provide portable restrooms. Events in public spaces must be compliant with American Disabilities Act.

Portable/temporary restrooms may be placed 24 hours prior to the event and must be removed within 24 hours following the event.

Company & Number of portable restrooms: 0

Garbage

Event applicants/organizers must arrange for trash and recycling services.

Street, boulevard, and adjacent property must be left clean. The applicant shall properly dispose of debris from the event. If the City Parks or Public Works determines cleanup is inadequate, the cost for cleanup will be charged to the applicant. Cleanup shall be completed within three (3) hours of the end of the event.

Certificate of Insurance

For events and series of events occurring on city-owned property, the Applicant/Event Organizer must provide a Certificate of Insurance for commercial general liability, auto liability (if applicable), and liquor liability (if applicable) naming the City of Bemidji as additional insured and Certificate holder for up to \$1,000,000.

The city requires the Certificate of Insurance be provided at least two (2) weeks prior to the event. Insurance coverage must be maintained for the duration of the event including setup and tear-down dates. The certificate must indicate the dates and location of the event. The person/organization listed on the certificate must be the Applicant/Event Organizer. Minimum limits are as follows:

\$ 1,000,000 per occurrence • \$ 2,000,000 aggregate general liability • \$ 1,000,000 automobile liability (or non-owned automobile liability) (if applicable) • \$ 1,000,000 liquor liability insurance (if applicable). Additional limits may be required after review.

For information on the Tenant User Liability Insurance Program (TULIP) offered by the League of Minnesota Cities, check out the following link: TULIP

Special Event Application



Street Closures

Applicant shall notify affected property owners 14 days prior to the closure, excluding parade events. In commercial areas, applicant shall notify in writing and provide a blank written objection form with the notice to businesses. Businesses electing to object, must do so no later than 7 days prior to the scheduled event. If 51% of affected businesses file such written objection, the City may consider withholding or canceling the event permit. Applicant and City staff will meet to determine which businesses may be affected. Parade applicants shall provide notice 7 days prior to the event by releasing a Public Service Announcement.

a) Applicant is responsible for posting, maintaining and removal of the "No Parking" signs. Signs must be posted 24 hours before street closure and can be mounted on existing parking regulations signage; signs must be removed within 24 hours of the conclusion of the event.

b) If any vehicles need to be towed on the day of the event, notify dispatch at 218-333-9111.

Are you requesting a street closure?

Yes

Date(s) of requested street closure:

11-29-19

Street Name(s) and/or number to be closed:

8th St. to Beltrami to 3rd St. to America

Start Time of Street Closure:

Between _____ &/To _____

5:30 PM

End Time of Street Closure:

7:30 PM

Number of No Parking Signs Requested:

Event Maps

Please submit a site or route map either via email or as an upload.

Site Map

Please submit a site map clearly indicating the setup of the event. An example would be the start/finish of a walk, run, race event and/or the setup area of a festival or cultural event. The site map should indicate the relative location of the following: all sources of amplified sound and direction of sound; tents/canopies with sizes, stages, promotional vehicles, inflatables, portable toilets, refuse containers, fencing, barricades, and other structures.

Route Map

All events that include a run, walk, or other activity in which participants will be following a course will be required to attach a Route Map and a written document of the proposed route of the event. All proposed Route Maps are subject to approval. The use of any roads outside the parkways or parks, such as city streets are subject to approval. For a more detailed route map, use mapmyrun.com (this is a free website), Bing maps or Google maps.

Detour Map

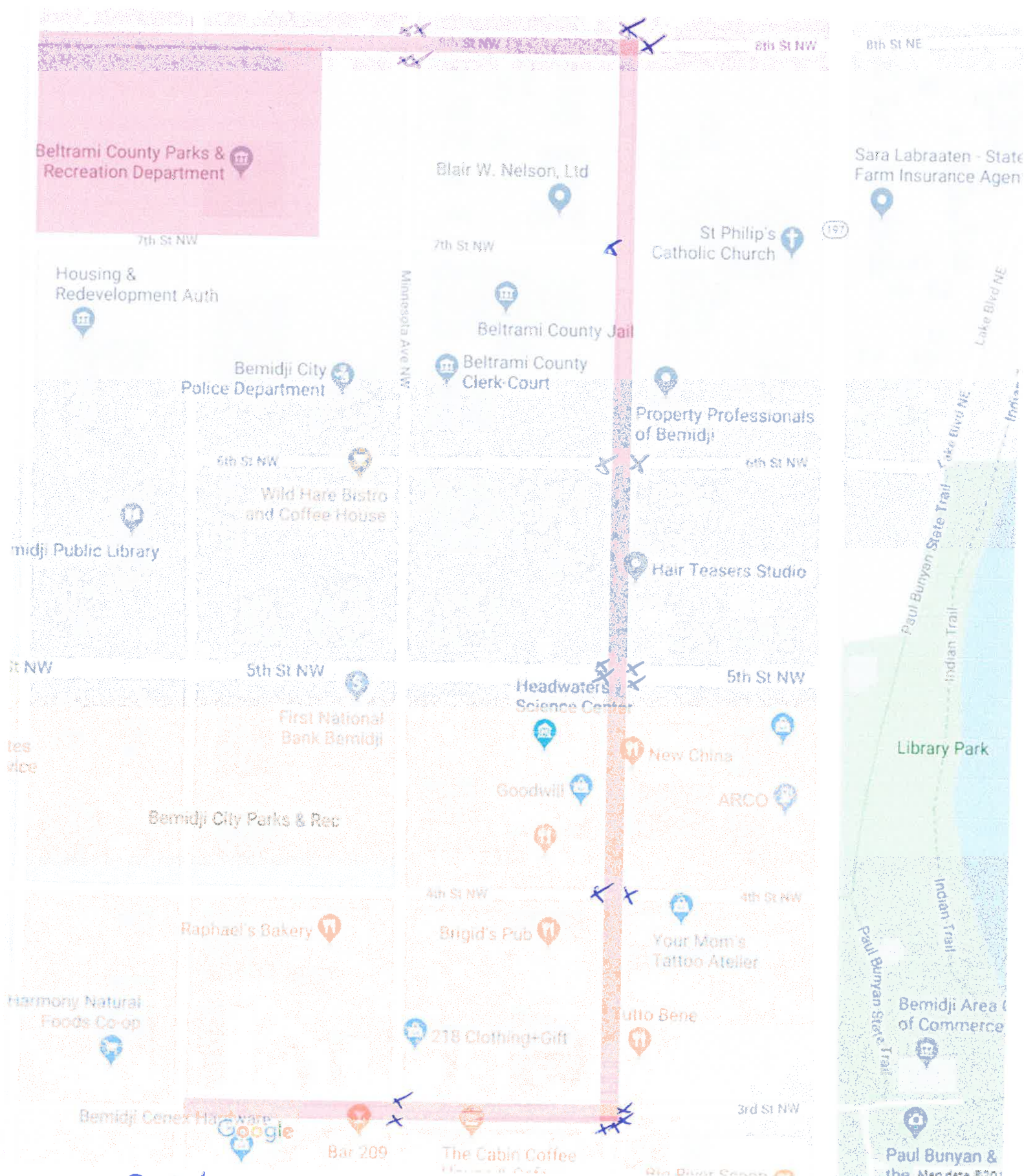
All events requesting a street closure must provide a detailed map showing the requested street closure and detour route(s).

Applicant Signature

I agree to abide by the event guidelines and attest that all of the information in this application is correct. I, the undersigned, do hereby accept responsibility for compliance with the above policies and guidelines and for payment of all fees. The applicant agrees to indemnify and hold the City of Bemidji harmless from any and all liability to any person resulting from any property damage or personal injury (including death) occurring in connection with the event caused by the application or the sponsoring organization, its officers, employees or any person under its control.

Signature: _____

Return paper applications to City Hall, Attn: City Clerk, 317 4th Street NW, Bemidji, MN 56601.



X = Barricades
 Night We Light Parade Route



Your Mom's
Tattoo Atelier

4th St NW

Paul Bunyan

Indian Trail

Paul Bunyan State Trail

Tesoro

Keg N' Cork

Morell's Chippewa
Trading Post

Bemidji Area Chamber
of Commerce

Northern Cycle

Loide Oils & Vinegars

Paul Bunyan & Babe
the Blue Ox Statues

Big River Scoop
Ice Cream

Driver and Vehicle
Services Exam Station

Paul Bunyan
Park

2nd St NW

197

197

Midway Dr S

Midway

Google

CROWD CONTROL MEASURES

With the growing success of the Night We Light Parade, we have put special procedures in place to ensure everyone's safety. The most congested location along the parade route is near the intersection of 3rd Street & Beltrami Avenue. To help keep spectators back at this location we have partnered with the Sanford Center and will be using their bike rack fencing to keep the crowds back from the street. Leading up to third street "beginning at 4th street we will have members of the JROTC and other Jaycee volunteers with illuminated wands to direct the crowds to stay back and remain on the curb and sidewalks. We plan to have one parade representative on each side of the street between 4th and 3rd street and in between Beltrami and Minnesota Avenue.

If there are any further questions or concerns please let me know.

Thanks

Josh Peterson
Bemidji Jaycees President
First City of Lights Chairman
(218) 209 - 1705

COUNCIL AGENDA ITEM



Meeting Date: November 18, 2019

Action Requested: Senior Citizen Deferral

Prepared By: Michelle R. Miller, City Clerk

Reviewed By: Nate Mathews, City Manager

An application was received from the property owner at 203 Gemmell Avenue SW for deferment of special assessments and interest on City Project #19-01 (2019 Street Renewal Project).

The property owner is eligible for deferral of special assessments by meeting the following criteria:

- The property must be homestead.
- The property owner must be 65 years of age or older or retired by virtue of a permanent or total disability. Please note the owner stated they will be turning 65 in March. However, staff recommends approving the deferral now rather than waiting until March when the applicant would submit an application if this request is not approved now.
- Gross income of property owner must be under \$2,941.66 per month for a family or under \$2,570.83 per month for a single person.
- Property owner must not have financial resources in excess of \$25,000.

Based on the information contained in the Financial Disclosure, this property owner meets the guidelines as set forth above.

Payment of special assessments may be delayed in accordance with Minnesota Statutes §435.195, until such time as the property owner no longer qualifies or the property loses its eligibility. *"The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest, shall become due upon the occurrence of any of the following events: (a) the death of the owner, provided that the spouse is otherwise not eligible for the benefits hereunder; (b) the sale, transfer or subdivision of the property or any part thereof, (c) if the property should for any reason lose its homestead status; or (d) if for any reason the taxing authority deferring the payments shall determine that there would be no hardship to require immediate or partial payment"*.

Recommendation:

Based upon the information provided, the applicant is eligible for deferred special assessments. It is my recommendation that City Council authorize deferment as set forth above until such time as it is deemed that the applicant no longer qualifies or the property loses its eligibility.

COUNCIL AGENDA ITEM



Meeting Date: November 18, 2019

Action Requested: Senior Citizen Deferral

Prepared By: Michelle R. Miller, City Clerk

Reviewed By: Nate Mathews, City Manager

An application was received from the property owner at 824 2nd Street SE for deferment of special assessments and interest on City Project #19-01 (2019 Street Renewal Project).

The property owner is eligible for deferral of special assessments by meeting the following criteria:

- The property must be homestead.
- The property owner must be 65 years of age or older or retired by virtue of a permanent or total disability.
- Gross income of property owner must be under \$2,941.66 per month for a family or under \$2,570.83 per month for a single person.
- Property owner must not have financial resources in excess of \$25,000.

Based on the information contained in the Financial Disclosure, this property owner meets the guidelines as set forth above.

Payment of special assessments may be delayed in accordance with Minnesota Statutes §435.195, until such time as the property owner no longer qualifies or the property loses its eligibility. *"The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest, shall become due upon the occurrence of any of the following events: (a) the death of the owner, provided that the spouse is otherwise not eligible for the benefits hereunder; (b) the sale, transfer or subdivision of the property or any part thereof, (c) if the property should for any reason lose its homestead status; or (d) if for any reason the taxing authority deferring the payments shall determine that there would be no hardship to require immediate or partial payment"*.

Recommendation:

Based upon the information provided, the applicant is eligible for deferred special assessments. It is my recommendation that City Council authorize deferment as set forth above until such time as it is deemed that the applicant no longer qualifies or the property loses its eligibility.

RESOLUTION NO.

A RESOLUTION OF THE BEMIDJI CITY COUNCIL DESIGNATING POLLING PLACES FOR THE CITY OF BEMIDJI

WHEREAS, Minnesota Statutes Section 204B.16, Subd. 1, entitled "Polling Places; Designation", states that by December 31 of each year, the governing body of each municipality must designate a polling place for each election precinct; and

WHEREAS, the polling place designations for 2020, unless a change is made are as follows:

WARD 1	AMERICAN INDIAN RESOURCE CENTER (BY DIAMOND POINT PARK)	1630 BIRCHMONT DR NE
WARD 2	BEMIDJI ARMORY	1430 23RD STREET NW
WARD 3	BOYS & GIRLS CLUB (COMMUNITY ROOM -- EAST ENTRANCE)	1600 MINNESOTA AVE NW
WARD 4	CITY HALL - Council Chambers	317 4 TH STREET NW
WARD 5	NORTHWEST TECHNICAL COLLEGE	905 GRANT AVE SE (Commons)

NOW, THEREFORE, BE IT RESOLVED that the City Council of Bemidji, Beltrami County, Minnesota does hereby designate the above locations, unless a change is made, as the polling places for each ward in the City of Bemidji for the 2020 Elections.

BE IT FURTHER RESOLVED, that the City Clerk will notify the Beltrami County Auditor's office and the Minnesota Secretary of State of the above action.

The foregoing resolution was offered by Councilmember _____, who moved its adoption, and on due second by Councilmember _____, was passed by the following vote:

Ayes:

Nays:

Absent:

Passed:

ATTEST:

APPROVED:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM



Meeting Date: November 18, 2019

Action Requested: Approve Purchase of Paint Sprayer

Prepared By: David Hansen, Street Superintendent

Reviewed By: Craig Gray, D.P.W./City Engineer 

Background:

The Street department utilizes several paint sprayers for painting cross walks and directional arrows on paved surfaces. One painter is currently over ten years old is unreliable and needs to be replaced.

The following quotes were received on equipment with similar specifications:

- Earl F. Andersen – Graco 5900 2 Gun Sprayer: \$9,370.00
- Sherwin Williams – Graco 5900 2 Gun Sprayer: \$7,573.16

Finance:

The purchase will come from the 2019 street equipment purchasing budget.

Recommendation: It is recommended that the city council pass a motion authorizing the purchase of the above equipment from Sherwin Williams.

COUNCIL AGENDA ITEM



Meeting Date: November 18, 2019

[Return to Agenda](#)

Action Requested: Street Vacation (Second Street SW Remnant) – Second Mill Park Addition

Prepared By: Alan Felix, City Attorney

Reviewed By: Nate Mathews, City Manager

This proposed street vacation regards a remnant of Second Street SW situated southwesterly of the Ultima Bank (Shevlin Avenue) and easterly of the adjacent Paul Bunyan Trail Corridor. Some of you may recall other recent activities by the City to clean up City ownership fragments and associated alley and street vacation(s) in the neighborhood south of the Bank and westerly of Shevlin Avenue. Property remnants arising out of the City's past purchase of the Old MNDOT Headquarters Site.

Previously, the City vacated that portion of Second Street SW immediately south of the Bank, where-after we swapped the City's interest in the vacated right-of-way (row) for two platted lots immediately south of that vacated row (2010). The purpose of the swap was to maintain a corridor for possible connection to the then newly created Paul Bunyan Trail connecting Clausen Avenue to the new Trail Bridge. After 9 years it is commonly felt that such a connection is no longer a viable alternative for public trail access.

A portion of 2nd Street lying westerly of the vacated row, a remnant if you will, was not vacated at the time for reason that an irregular-shaped portion of such remnant, if vacated, would have been "allocated" (by operation of law) to the adjacent DNR ownership. Such would have created a potential title issue, as well as the need to pursue an acquisition of the remnant through the State land sales process in order to get that irregular-shaped portion conveyed to either the Bank or the City. Yes, we kicked the can down the road.

At the same time, Ultima Bank would now like to re-acquire the above-mentioned two lots to create additional room for intended expansion of the banking use. City Staff have had discussions with Ultima officials intended to culminate in a proposed Purchase Agreement to ultimately present to the Council for consideration and approval. However, a detail or wrinkle is this matter of this unvacated street remnant which the Bank would like cleared up as a condition of purchase.

Hence, the presentation now of a proposed ordinance to finally vacate the remnant. Once the remnant is vacated, City Staff would then initiate the next step leading to a conveyance from the State of any interest in that portion which they are allocated by operation of law.

As always, staff will be prepared to answer questions of the Council regarding this matter.

Recommendation:

Consider the vacation request and, if in agreement with requested action, conduct First Reading of proposed street vacation ordinance.

Next Item

CITY OF BEMIDJI

ORDINANCE NO. , 3RD SERIES

ORDINANCE AMENDING AN UNCODED SECTION OF BEMIDJI CITY CODE PERTAINING TO STREET VACATION

THE CITY OF BEMIDJI DOES ORDAIN:

SECTION 1. Subject to the condition(s) stated in Section 2 hereinafter, that portion of the platted, but unimproved, municipal street referred to as Second Street SW within the plat of Second Mill Park Addition, according to the recorded plat thereof, Beltrami County, Minnesota, and more particularly described as follows:

That portion of Second Street SW, being sixty (60) feet in width and lying easterly of the easterly line of the land conveyed to the State of Minnesota, as described in the Warranty Deed recorded as Document No. A000493995 in the office of the Beltrami County Recorder (currently also referred to as Beltrami County Tax Parcel No. 80.02689.99), and lying westerly of the west line of that portion of Second Street previously vacated by City of Bemidji Ordinance No. 52, 3rd Series, recorded as Document No. A000500350 in the office of the Beltrami County Recorder, and lying northerly of that portion of Lot 24, Block 9, Second Mill Park Addition to Bemidji which lies easterly of the easterly line of said land conveyed to the State of Minnesota, described above, and north of the alley lying within said Block 9, previously vacated by City of Bemidji Ordinance No. 96, 3rd Series, recorded as Document No. A000536903.

is hereby vacated.

SECTION 2. The City of Bemidji reserves a utility easement in, under, over and across the municipal right-of-way vacated in Section 1 above, in favor of private and public utility easement holders for the purpose of maintaining, repairing, replacing, removing or otherwise attending to existing utilities therein. Known utilities currently occupying said platted street right-of-way are a municipal water main and an overhead electric transmission line.

SECTION 3. The City Clerk is hereby authorized and directed to record a duly certified copy of this Ordinance in the office of the County Recorder for Beltrami County, Minnesota.

SECTION 4. This Ordinance shall become effective thirty (30) days after its passage and publication according to law.

Ayes:
Nays:
Absent:

First Reading:
Second Reading:
Final Reading:

ATTEST:

APPROVED:

Michelle Miller, City Clerk

Rita C. Albrecht, Mayor

ROW Vacation Map



0 50 100 200 300 Feet

CITY OF BEMIDJI

Return to Agenda

ORDINANCE NO. , 3RD SERIES

AN ORDINANCE AMENDING CHAPTER 24 OF THE BEMIDJI CITY CODE, ARTICLE III, ENTITLED "PARKING, STOPPING AND STANDING", SECTION 24-123, RECREATIONAL CAMPING VEHICLE PARKING

THE CITY OF BEMIDJI DOES ORDAIN:

SECTION 1. Bemidji City Code, Section 24-123 is amended as follows:

Sec. 24-123. - ~~Recreational camping vehicle~~ Overnight parking of trailers and recreational vehicles.

- (a) It is unlawful for any person to leave or park between the hours of 10:00 p.m. and 6:00 a.m. on or within the limits of any street or right-of-way or municipal park in any residential area, any of the following:
- (1) Recreational camping vehicle;
 - (2) Motor home;
 - (3) Boat trailer;
 - (4) Construction Trailer (if not located at current construction site);
 - (5) Fish House Trailer (ex. Ice Castle)

At no time shall any of the above-described vehicles or trailers be left on a city street, right-of-way, or parking lot unattached from a motorized vehicle.

Dwelling use. No recreational vehicle, motor home, boat trailer, construction trailer or fish house trailer shall be used or occupied as living quarters on or within the limits of any street or right-of-way or municipal parking lot.

- (b) *Definitions.* As used in this section, the term "recreational camping vehicle" means any of the following:
- (1) *Camping trailer* means a folding structure, mounted on wheels and designed for travel, recreation and vacation uses.
 - (2) *Motor home* means a portable, temporary building to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle.
 - (3) *Pickup coach* means a structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation and vacation.

Next Item

- (4) *Travel trailer* means a vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational, and vacation uses, permanently identified travel trailer by the manufacturer of the trailer.
- (5) *Boat* means any device used or capable of being used for navigation on water.
- (6) *Trailer* means every vehicle designed or utilized for the transportation of any boat, auto, hauling trailers, snowmobile, and the like, which does not have motive power but is designed to be drawn by another vehicle.

~~(b) *Unlawful act.* It is unlawful for any person to leave or park a recreational camping vehicle on or within the limits of any street or right of way for more than 24 hours. However, during such period such vehicle shall not be occupied as living quarters.~~

SECTION 2. This Ordinance shall become effective thirty (30) days after its passage and publication according to law.

Ayes:
Nays:
Absent:

First Reading: October 21, 2019
Second Reading:
Final Reading:

Attest:

Approved:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

ORDINANCE NO. , 3rd SERIES

AN ORDINANCE AMENDING THE BEMIDJI CITY CODE, ADOPTING AN AMENDED FEE SCHEDULE FOR 2020

THE CITY OF BEMIDJI DOES ORDAIN:

Section 1. Amended Fee Schedule. The collection of fees shall be in accordance with the attached fee schedule effective January 1, 2020.

Section 2. Publication of Ordinance. This Ordinance shall become effective 30 days after its passage and due publication thereof.

Ayes:

Nays:

Absent:

First Reading: October 21, 2019

Second Reading: November 4, 2019

Final Reading:

ATTEST:

APPROVED:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

2020 FEE SCHEDULE

As of January 1, 2020

DESCRIPTION	CURRENT FEE	2020 FEE Note: new or increased fee is in BOLD print
BUILDING DEPARTMENT		
Building/Mechanical Permits: Industrial, Commercial, Multi-family Residential, Single-family and additions	ATTACHED FEE SCHEDULE plus 65% plan review fee (valuation based on current state of MN building valuation data) plus State Surcharge Fee	ATTACHED FEE SCHEDULE plus 65% plan review fee (valuation based on current state of MN building valuation data) plus State Surcharge Fee
Demolition Building Permit – Residential	\$50.00/each	\$50.00/each
Demolition Building Permit - Commercial	\$100.00/each	\$100.00/each
Temporary Structure Permit (180 days)	\$50.00/each	\$50.00/each
RENTAL PROPERTY BUSINESS LICENSE/PERMIT		
1 unit residential	\$100.00/annual	\$100.00/annual
Duplex residential (2 units)	\$150.00/annual	\$150.00/annual
Multi-Unit Residential Buildings: 3-6 units 7-10 units 11-12 units 13-24 units 25 units & Up	\$200.00 per bldg/annual \$300.00 per bldg/annual \$360.00 per bldg/annual \$500.00 per bldg/annual \$700.00 per bldg/annual	\$200.00 per bldg/annual \$300.00 per bldg/annual \$360.00 per bldg/annual \$500.00 per bldg/annual \$700.00 per bldg/annual
Re-inspection fee for Third & each additional inspection required for compliance	\$100.00/each	\$100.00/each
Complaint-based inspection (with validated violation)	\$100.00/each	\$100.00/each
Late Rental Registration Penalty	\$100.00/each	\$100.00/each
Reinstatement Fee of Suspended Rental License	\$500.00/each	\$500.00/each
First-time Rental Registration Fee (Rental Initiation Fee)	\$400.00/each not including first year registration	\$400.00/each not including first year registration
Failure to Transfer Ownership Penalty	\$100.00/each	\$100.00/each
Operating without a License Penalty	\$500.00/each	\$500.00/each
Rental Appeal	\$200.00/each	\$200.00/each
Failure to Designate a Local Manager	\$100.00/each	\$100.00/each
CITY CLERK BUSINESS LICENSE FEES		
Adult Entertainment/Investigation Fee	\$75.00/first time	\$75.00/first time
Adult Entertainment Establishment	\$230.00/year	\$230.00/year
Adult Entertainment Establishment (late fee)	\$30.00/each	\$30.00/each
Amusement Devices	\$30.00/each	\$30.00/each
Amusement Rides	\$55.00/year	\$55.00/year
Billiards/Pool/Card Tables (per table)	\$20.00/year	\$20.00/year
Bowling Alley (per lane)	\$20.00/year	\$20.00/year
Carnival/Circus	\$240.00/year	\$240.00/year
Christmas Tree Lot	\$35.00/year	\$35.00/year
Cigarette/Tobacco Sales/E-Cigarette Sales	\$85.00/year	\$85.00/year
Dancer (Adult)	\$30.00/year	\$30.00/year
Dances (in lounge)	\$240.00/year	\$240.00/year
Dances (other)	\$95.00/year	\$95.00/year
Delivery Service	\$40.00/year	\$40.00/year

Fairs (Artisan, Craft)	\$75.00/year	\$75.00/year
Fireworks (Exclusive)	\$350.00/year (Set by State)	\$350.00/year (Set by State)
Fireworks (Non-Exclusive)	\$100.00/year (Set by State)	\$100.00/year (Set by State)
Fuel Plant/Bulk Storage (>25,000 gallons)	\$95.00/year	\$95.00/year
Fuel Plant/Bulk Storage (<25,000 gallons)	\$35.00/year	\$35.00/year
Gas Station (per pump)	\$35.00/year	\$35.00/year
Horse Drawn Carriage/Livery Service	\$65.00/year	\$65.00/year
Hotel/Motel	\$65.00/year	\$65.00/year
Massage Establishment	\$120.00/year	\$120.00/year
Massage Therapist	\$120.00/year	\$120.00/year
Massage Therapist (with Board Certification)	\$85.00/year	\$85.00/year
Pawnbroker	\$185.00/year	\$185.00/year
Peddler/Solicitor/Transient Merchant	\$280.00/60 days	\$280.00/60 days
Photographer	\$40.00/year	\$40.00/year
Plumber	\$95.00/year	\$95.00/year
Restaurant/Food Service	\$35.00/year	\$35.00/year
Roller Rink	\$50.00/year	\$50.00/year
Secondhand Goods/Junk Dealers	\$95.00/year	\$95.00/year
Shows/Exhibitions/Demonstrations	\$55.00/day- \$20.00/each add'l day	\$55.00/day- \$20.00/each add'l day
Taxicab/Limousine Driver	\$20.00/year	\$20.00/year
Taxicab/Limousine Service – First Vehicle	\$95.00/year	\$95.00/year
Taxicab/Limousine Service – Add'l Vehicles	\$35.00/year	\$35.00/year
Theater/Movie	\$175.00/year	\$175.00/year
Tree Removal Service	\$65.00/year	\$65.00/year
Used Car Lots	\$65.00/year	\$65.00/year
Transfer Business License	\$25.00/each	\$25.00/each
Duplicate Business License	\$10.00/each	\$10.00/each
Alcohol in Park Permit	\$50.00/each	\$50.00/each
Archery Application Fee – Deer hunt	\$10.00/hunting area	\$10.00/hunting area
LIQUOR LICENSE FEES		
Retail License Fee (existing businesses) *Reduced by \$100 if meet Statute requirements §340A.408, Subd. 3(c)	\$560.00*	\$560.00*
Club – Membership 200 or less; Club fees are set by State according to membership	\$300.00/year	\$300.00/year
Club – Membership 201-500	\$500.00/year	\$500.00/year
Club - Membership 501-1,000	\$650.00/year	\$650.00/year
Club – Membership 1,001–2,000	\$800.00/year	\$800.00/year
Club – Membership 2,001-4,000	\$1,000.00/year	\$1,000.00/year
Club – Membership 4,001-6,000	\$2,000.00/year	\$2,000.00/year
Club – Membership 6,000 or more	\$3,000.00/year	\$3,000.00/year
Intoxicating On Sale:		
35% food sales (Effective 2004)	\$3,780.00/year	\$3,780.00/year
Establishments that do not meet minimum food requirements	\$4,255.00/year	\$4,255.00/year
SAFE Bars Completed Training Discount	NA	\$200.00/year completed
Intoxicating On Sale – Sunday	\$200.00/year	\$200.00/year
Liquor License Investigative Fee	\$100.00/each	\$100.00/each
Liquor License Transfer Fee	\$60.00/each	\$60.00/each
Liquor (1-4 day)	\$120.00/each	\$120.00/each
Taproom License	\$400.00/each	\$400.00 each
Small Brewer	\$240.00/each	\$240.00/each
On Sale Sunday Taproom	\$200.00/each	\$200.00/each
Off Sale Growler License (Sunday)	\$200.00/year	\$200.00/each
Wine	\$585.00/year	\$585.00/year
3.2% Beer Off Sale	\$95.00/year	\$95.00/year

3.2% Beer On Sale	\$295.00/year	\$295.00/year
Temp. On Sale Beer (3 months)	\$55.00/month	\$55.00/month
Consumption & Display Permit	\$65.00/year	\$65.00/year
Consumption & Display Permit (1 day only)	\$15.00	\$15.00
ANNEXATION FEES		
State Fee	Actual Cost	Actual Cost
Publication Fees	Actual Cost	Actual Cost
Mailing Costs	Actual Cost	Actual Cost
Filing Fees (Recording)	Actual Cost	Actual Cost
BONDS		
Bonds totaling less than \$1 million	Fee \$3,000 plus out of pocket cost	Fee \$3,000 plus out of pocket cost
Bonds totaling \$1 million to \$5 million	Fee \$5,000 plus out of pocket cost	Fee \$5,000 plus out of pocket cost
Bonds exceeding \$5 million	Fee \$10,000 plus out of pocket	Fee \$10,000 plus out of pocket
MISCELLANEOUS FEES		
City Hall Rental – Evenings	\$40.00	\$40.00
Video Technician (Channel 2)	Actual Cost	Actual Cost
Assessment Search (written or verbal request)	\$25.00/each	\$25.00/each
Copy of DVD Meetings	Actual Cost	Actual Cost
Copy(ies) – Black/White	\$.25/page	\$.25/page
Copy(ies) - Color	\$.50/page	\$.50/page
City Charter	\$2.00/each	\$2.00/each
Comprehensive Plan	\$20.00/each	\$20.00/each
DATA REQUEST – Staff time	Actual Cost	Actual Cost
Non-Sufficient Funds (NSF) Charge	\$30.00/each	\$30.00/each
Property Maintenance Code	\$3.00/each	\$3.00/each
FLAG – CITY	Actual Cost	Actual Cost
Delinquent Accounts Receivable Bills Charge – Not paid by the 21st of the month.	10% annually or .833% monthly	10% annually or .833% monthly
FRANCHISE FEES		
Electric Franchise Fees:	5.0% monthly gross revenues	5.0% monthly gross revenues
Gas Franchise Fees:	5.0% monthly gross revenues	5.0% monthly gross revenues
PARKLAND DEDICATION		
Residential (1 acre)	\$20,000.00	\$20,000.00
Non-Residential (1 acre)	\$50,000.00	\$50,000.00
PUBLIC EDUCATION GOVERNMENT (PEG)	\$0.50 month	\$0.50 month
TAX INCREMENT FINANCING	\$7,500.00 application fee \$2,500 non-refundable	\$7,500.00 \$15,000.00 application fee \$2,500 non-refundable
FIRE DEPARTMENT		
Operational Inspections/Permits: (Under 2015 Mn State Fire Code Sec. 105.6)		
Child Care and Foster Care License	\$50.00/first two visits \$50.00/per add'l visit	\$50.00/first two visits \$50.00/per add'l visit
Commercial Property Fire Inspection	\$50.00/per visit All inspections	\$50.00/per visit All inspections
Open Burning	No Charge	No Charge
Pyrotechnics (Retail & Display)	\$50.00/per add'l visit	\$50.00/per add'l visit
Required Construction Permits/Inspections:	Includes Plan Review &	Includes Plan Review &

(Under 2015 Mn State Fire Code 105.7)	All Field Inspections	All Field Inspections
Automated Fire Extinguishing Systems: - Sprinkler Systems	\$100 plus \$1 per head	\$100 plus \$1 per head
- Kitchen Hood	\$100 plus \$3 per head	\$100 plus \$3 per head
- Clean Agent	\$150.00	\$150.00
- Other	\$150.00	\$150.00
Standpipe	\$75.00	\$75.00
Fire Alarm and Detection Systems	\$75 plus \$1 per detection device	\$75 plus \$1 per detection device
Fire Pump	\$75.00	\$75.00
Flammable & Combustible Liquids (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
Hazardous Materials (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
LP Gas (commercial dispensing and/or bulk storage)	\$75.00	\$75.00
Fire Equipment:		
Engine (Type 1 – 4 person crew)	\$137.50 Standby \$275.00 Operating	\$137.50 Standby \$275.00 Operating
Engine (Type 6 - 2 person crew)	\$62.50 Standby \$125.00 Operating	\$62.50 Standby \$125.00 Operating
Tactical Tender (Type 1 – 2 person crew)	\$115.00 Standby \$230.00 Operating	\$115.00 Standby \$230.00 Operating
Aerial Truck (Type 1 – 4 person crew)	\$150.00 Standby \$300.00 Operating	\$150.00 Standby \$300.00 Operating
Heavy Rescue (2 person crew)	\$75.00 Standby \$150.00 Operating	\$75.00 Standby \$150.00 Operating
Water Rescue Equipment (Hovercraft or Boat)	\$50.00 Standby \$100.00 Operating	\$50.00 Standby \$100.00 Operating
Command Vehicle	\$28.00 Standby \$28.00 Operating	\$28.00 Standby \$28.00 Operating
Firefighter	\$45.00 Standby \$45.00 Operating	\$45.00 Standby \$45.00 Operating
Airport Standby ARFF Coverage	\$70.00 per flight	\$70.00 per flight
G.I.S. DEPARTMENT		
As-built Escrow – Commercial Property *Amount determined by G.I.S. Coordinator	\$500.00/min*	\$500.00/min*
Assigning New Address	\$50.00/each	\$50.00/each
2009 6" Resolution Color Aerial Photography covering the City limits & 5 year annexation areas	\$100.00/each	\$100.00/each
2007 6" Resolution Color Aerial Photography covering the City limits & 5 year annexation areas	\$100.00/each	\$100.00/each
2005 4" Resolution digital Ortho-Photography In Mr. SID Format ¼ Section	\$100.00/each	\$100.00/each
2005 1 ft. Resolution digital Ortho-Photography – Northern & Bemidji Townships	\$500.00/each	\$500.00/each
Aerial Photos, ½ Sections, Plats	\$2.00/each	\$2.00/each
City Street, Zoning or Ward Maps		
8 ½ x 11 (more than 1 page)	\$1.00/each	\$1.00/each
11 x 17	\$2.50/each	\$2.50/each
17 X 22	\$3.00/each	\$3.00/each
22 x 34	\$5.00/each	\$5.00/each
36 x 36	\$8.00/each	\$8.00/each
Custom Mapping	\$25.00/hour	\$25.00/hour
PARKS & RECREATION DEPARTMENT		
Park Usage - Deposit (refundable)	\$250.00 (minimum)	\$250.00 (minimum)

CITY PARK		
City Park Building Rental	\$200.00	\$200.00 \$225.00
- Deposit (refundable)	\$300.00	\$300.00
Softball Field Rental	\$25/field/game	\$25/field/game
- Holiday Field Use Fee	\$50.00/day	\$50.00/day
Tournament Fees:		
*Includes use of Main Building & Complex		
- Tournament Field Rate	\$ 45.00/Field/Day	\$ 45.00/Field/Day
- Dragging Fee	\$ 2.00/time	\$ 2.00 3.00 /time
- Chalking Fee	\$ 2.00/time	\$ 2.00 3.00 /time
- Concession Fee (Daily Gross Sales)	5%-10%	5%-10%
- Deposit (refundable)	\$200.00	\$200.00
NORTH COUNTRY PARK		
Baseball Field Rental	\$35.00 per field/per day	\$35.00 per field/per day
DIAMOND POINT PARK		
Main Building Rental	\$200.00	\$200.00 \$225.00
- Deposit (refundable)	\$300.00	\$300.00
Pavilion Rental	\$100.00	\$100.00 \$120.00
- Deposit (refundable)	\$200.00	\$200.00
SOUTH SHORE PARK BUILDING RENTAL	\$200.00	\$200.00 \$225.00
- Deposit (refundable)	\$300.00	\$300.00
NEILSON-REISE ARENA	SEE ATTACHED 2019 RATES	SEE ATTACHED 2020 RATES
NYMORE PARK		
Warming House Rental	\$50.00	\$50.00
- Deposit (refundable)	\$100.00	\$100.00
Fish House Impoundment Fee (left in Park)	\$75.00	\$75.00
CARNEGIE LAKEVIEW ROOM		
Full Day – up to 8 Hours	NA	\$300.00
Half Day – up to 4 Hours	NA	\$175.00
Additional Hour (after 8 Hours)	NA	\$25.00/hr
Deposit	NA	\$250.00
Non Profit Discount on Full/half day rate	NA	15%
COMMUNITY GARDEN PLOT		
15 x 15 garden plot	\$20.00/each	\$20.00/each
10 x 15 garden plot	\$15.00/each	\$15.00/each

POLICE DEPARTMENT		
ADMINISTRATIVE FINES (See attached list for offenses)	\$60/each unless otherwise noted	\$60/each unless otherwise noted
False Alarms:		
Fire/Security – First 3 Alarms	\$0	\$0
4 th – 10 th Alarm	\$50.00/each	\$50.00/each
11 th – 15 th Alarm	\$100.00/each	\$100.00/each
16 th plus each successive alarm	\$150.00/each	\$150.00/each
Dog & Cat License:		
Dog or Cat - Not spayed/Neutered	\$25.00/year	\$25.00/year
Dog or Cat – Spayed/Neutered	\$10.00/year	\$10.00/year
Dog or Cat- Impound	\$40.00/each + daily care	\$40.00/each + daily care
Daily Care	\$10.00/per day	\$10.00/per day
Replacement Dog/Cat License	\$.50/each	\$.50/each
Impound Vehicles – At City Yard	\$10.00/per day	\$10.00/per day
Billable Transaction Fees for Pawnbrokers and Secondhand & Precious Metal Dealers	\$1.00/per billable transaction	\$1.00/per billable transaction
Security	\$85.00/per hour	\$85.00/per hour
Immobilization Device Removal	\$5,000.00	\$5,000.00
Crime-Free Multi-housing Educational Course	\$40.00/each	\$40.00/each
Parking Tickets – Paid within 72 hours	\$15.00/each	\$15.00/each
Parking Tickets – Paid After 72 hours	\$30.00/each	\$30.00/each
Parking Permits (LAKE BLVD Residents ONLY)	\$15.00/3 years	\$15.00/3 years
PUBLIC WORKS DEPARTMENT		
EROSION & SEDIMENT CONTROL ESCROW *Amount may be higher based on determination by the City Engineer. After completion of project, escrow is refunded.	\$250.00*	\$250.00*
REFUSE RATES		
Residential Rates:		
One 65 gallon can per week	\$15.00/month	\$15.00 16.00/month
One 95 gallon can per week	\$15.00/month	\$15.00 16.00/month
Refuse Bag System (no new customers)	\$2.00/each plus \$1.00 can rental/month	\$2.00/each plus \$1.00 can rental/month
Job Lot/Recycling Pickup	\$105/Non-scheduled \$80/Scheduled	\$105/Non-scheduled \$80/Scheduled
Start or Stop Refuse Service	\$20.00/each event	\$20.00/each event
Refuse Pickup After the Fact (customer failed to have refuse can out in time)	\$5.00/each event	\$5.00/each event
Delinquent Refuse Charge: Applied to the bill if not paid by the 21 st of the month.	10%	10%
STORMWATER UTILITY CHARGES		
Single Family Household (owner occupied)	1.0 ERU*	1.0 ERU*
Rental Units – Non-homestead	1.0+.5 ERU per unit	1.0+.5 ERU per unit
Business/Industrial	1.0 ERU per 3,700 sq. ft.	1.0 ERU per 3,700 sq. ft.
Medical Office	1.0 ERU per 6,700 sq. ft.	1.0 ERU per 6,700 sq. ft.
University	1.0 ERU per 6,700 sq. ft.	1.0 ERU per 6,700 sq. ft.
Agriculture/Open/Vacant Lot	1.0 ERU per 10 acres	1.0 ERU per 10 acres
Minimum Charge (2.5 acres or less)	\$1.59 per month	\$1.59 per month
Basic System Rate	\$6.44 per month	\$6.44 per month
Parcels located outside a stormwater drainage district	\$3.22 per ERU	\$3.22 per ERU

Delinquent Stormwater Utility Charge – Applied to the bill if not paid by the 21 st of the month. *Equivalent Residential Unit (ERU)	10%	10%
STORMWATER RELATED VIOLATIONS	ATTACHED FINE SCHEDULE	ATTACHED FINE SCHEDULE
Street Sweeping	\$250/hour	\$250/hour
WATER - TIER RATES		
0 to 10,000 gallons	\$3.84 per thousand gallons of water used Plus fixed base rate*	\$3.84 4.03 per thousand gallons of water used Plus fixed base rate*
10,001 to 50,000 gallons	\$4.41 per thousand gallons of water used Plus fixed base rate*	\$4.41 4.53 per thousand gallons of water used Plus fixed base rate*
Over 50,000 gallons	\$5.29 per thousand gallons of water used Plus fixed base rate*	\$5.29 5.55 per thousand gallons of water used Plus fixed base rate*
SEWER RATES		
Sewer	\$6.80 per thousand gallons of water used Plus fixed base rate*	\$6.80 7.14 per thousand gallons of water used Plus fixed base rate*
Sewer only	\$37.74 per month (regardless of the number of people at the residence)	\$37.74 39.63 per month (regardless of the number of people at the residence)
FIXED BASE RATE BASED ON METER SIZE:		
5/8" to 3/4" Meter	Water \$ 5.65 Sewer \$11.15 Total \$16.80	Water \$ 5.65 5.93 Sewer \$11.15 11.71 Total \$16.80 17.64
1" Meter	Water \$ 7.91 Sewer \$15.61 Total \$23.52	Water \$ 7.91 8.31 Sewer \$15.61 16.39 Total \$23.52 24.70
1.5" Meter	Water \$10.16 Sewer \$20.07 Total \$30.23	Water \$10.16 10.67 Sewer \$20.07 21.07 Total \$30.23 31.74
2" Meter	Water \$16.38 Sewer \$32.30 Total \$48.68	Water \$16.38 17.20 Sewer \$32.30 33.92 Total \$48.68 51.12
3" Meter	Water \$ 62.09 Sewer \$122.45 Total \$184.54	Water \$ 62.09 65.19 Sewer \$122.45 128.57 Total \$184.54 193.76
4" Meter	Water \$ 79.08 Sewer \$155.97 Total \$235.05	Water \$ 79.08 83.03 Sewer \$155.97 163.77 Total \$235.05 246.80
6" Meter	Water \$118.63 Sewer \$233.94 Total \$352.57	Water \$118.63 124.56 Sewer \$233.94 245.64 Total \$352.57 370.20
*Fixed/Base fee is charged regardless of water consumption.		
Sprinkling Meter	Water usage rate only. No base rate.	Water usage rate only. No base rate.
Bulk Water/Hydrant Meter	Flat Fee \$10.00 + water rate per thousand gallons of water used	Flat Fee \$10.00 per month + water rate per thousand gallons of water used
Delinquent Utility Charge – Applied to the utility bill if	10%	10%

not paid by the 21 st of the month.		
Reconnection Fee (Water)/Shutoff Fee	\$50.00	\$50.00
MISC. WATER FEES		
Tapping Fee –1"	\$50.00/each	\$50.00/each
Tapping Fee - 1 ½"	\$50.00/each	\$50.00/each
Tapping Fee - 2"	\$50.00/each	\$50.00/each
Hydrostatic Fee – Water Line	\$60.00/each	\$60.00/each
Plumbing Inspections (water & sewer)	\$30.00/each	\$30.00/each
Digging Permits	\$50.00/each	\$50.00/each
Bituminous Replacement (4' x 8') *Approx. Oct. 21-May 15	\$250.00/each* *\$100.00 add'l fee if hot mix not available	\$250.00/each* *\$100.00 add'l fee if hot mix not available
WATER METER:		
Domestic Use		
3/4" S	\$360.00/each	\$360.00 370.00 /each
3/4" Full	\$380.00/each	\$380.00 390.00 /each
1" Meter	\$520.00/each	\$520.00 530.00 /each
1 ½" Meter	\$1,480.00/each	\$1,480.00 1,500.00 /each
2" Meter	\$1,670.00/each	\$1,670.00 1,700.00 /each
3" Meter	\$2,020.00/each	\$2,020.00 2,050.00 /each
4" Meter	\$3,000.00/each	\$3,000.00 3,050.00 /each
6" Meter	\$5,200.00/each	\$5,200.00 5,280.00 /each
Irrigation Only		
5/8" x 3/4" Meter	\$360.00/each	\$360.00 370.00 /each
3/4" Meter	\$380.00/each	\$380.00 390.00 /each
1" Meter	\$520.00/each	\$520.00 530.00 /each
1 ½" Meter	\$1,000.00/each	\$1,000.00 1,020.00 /each
2" Meter	\$1,200.00/each	\$1,200.00 1,220.00 /each
3" Meter	\$1,400.00/each	\$1,400.00 1,430.00 /each
4" Meter	\$2,450.00/each	\$2,450.00 2,500.00 /each
6" Meter	\$4,400.00/each	\$4,400.00 4,480.00 /each
Water Meter Repair and Testing	Actual Cost	Actual Cost

WATER ACCESS CHARGE	SEE ATTACHED CHART	SEE ATTACHED CHART
SEWER ACCESS CHARGE	SEE ATTACHED CHART	SEE ATTACHED CHART

Birchmont Drive Municipal Utility System Facilities Connection Charge (due and payable prior to connection to said Facilities of a connection unit not otherwise the subject of a levied special assessment):		
Connection to both Water and Sanitary Sewer (single family residential building)	\$20,315.00	\$20,315.00
Connection to Sanitary Sewer Only (where premises are already connected to municipal water)	\$13,990.00	\$13,990.00
Connection to both Water and Sanitary Sewer (individual dwelling unit in multi-unit residential building or development)	\$18,815.00	\$18,815.00
Division Street Connection Charge – Municipal Water & Sanitary Sewer	\$12,000.00	\$12,000.00
Anne Street Connection Charge - Municipal Sanitary Sewer		\$12,000.00
30th Street NW Connection Charge – Municipal Water	NA	\$13,800.00

***7.875% state sales tax (includes City and County taxes) required on copies and maps.**

NEILSON REISE ICE ARENA

2020 Rates

Ice Rental Rates

Group	Rate / Hour	
	CURRENT	NEW
ALL GROUPS* – January - December	\$120	\$145.00
* BYHA YOUTH Rate (October 17 to March 21 st)	\$105	\$130.00

Annual Rate (by written agreement/contract)

Group	Rate / Annually	
Non-profit youth groups renting 400 Hours of Ice Time per Calendar Year (January-December).	\$38,157	\$48,000.00

General Skate/Open Hockey/Skate Sharpening

General Skate/Open Hockey	\$4.00/person
General Skate/Open Hockey Punchcard	\$35.00/10 punches
Skate Sharpening	\$4.00/pair
Skate Sharpening Punchcard	\$20.00/6 punches

WATER & SEWER ACCESS CHARGES

Water Connection Fees*:

Meter Size	AWWA Rated Capacity (GPM)	HE Ratio	Connection Fee (lesser of 2 x sq root ratio or HE Ratio)
3/4 inch S	20	1.00	\$845
3/4 inch Full	30	1.50	\$1,268
1 inch	50	2.50	\$2,113
1.5 inch	100	5.00	\$3,780
2.0 inch	160	8.00	\$4,780
3.0 inch	320	16.00	\$6,760
4.0 inch	500	25.00	\$8,450
6.0 inch & Larger	1,000	50.00	\$11,950

Sewer Connection Fees For Customers Connected to Both Water and Sewer:

Meter size	AWWA Rated Capacity (GPM)	HE Ratio	Proposed Connection Fee (lesser of 2 X Square Root Ratio or HE Ratio)
5/8 inch	20	1.00	\$ 1,830
3/4 inch	30	1.50	\$ 2,745
1 inch	50	2.50	\$ 4,575
1.5 inch	100	5.00	\$ 8,185
2.0 inch	160	8.00	\$ 10,350
3.0 inch	320	16.00	\$ 14,640
4.0 inch	500	25.00	\$ 18,300
6.0 inch and larger	1,000	50.00	\$ 25,880

Sewer Connection Fees For Customers Connected to Only the Sewer:

Pipe Diameter inches	Flow gpm at minimum slope	AWWA Meter Size With Comparable Flow	AWWA Rated Capacity (GPM)	Proposed Sewer Connection Fee
4 inch (Minimum allowed)	78		N/A	\$ 1,830
6 inch	176	2.0 inch	160	\$ 10,350
8 inch	313	3.0 inch	320	\$ 14,640
10 inch	490	4.0 inch	500	\$ 18,300
12 inch	705			\$ 21,960
15 inch and larger	1,102	6.0 inch	1,000	\$ 25,880

***NOTE: Water Access Connection fees for non-residential (commercial or business) use are subject to applicable state and local sales taxes.**

See also: SAC/WAC Policy

BUILDING PERMIT FEE SCHEDULE

(1997 UBC) (July 15, 2003)

<u>VALUATION</u>	<u>FEEES</u>
\$1 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, up to and including \$2,000.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, up to and including \$25,000.00
\$25,001 to \$50,000	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, up to and including \$50,000.00
\$50,001 to \$100,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, up to and including \$100,000.00
\$100,001 to \$500,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, up to and including \$500,000.00
\$500,001 to \$1 million	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, up to and including \$1,000,000.00
\$1,000,001 and up *	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof

ADD:

State Surcharge (Valuation < \$1 million) = ½ mil or .0005 X project amount
(Valuation > \$1 million) = Refer to chart

Plan Review Commercial = 65% of applicable building permit fee
Residential = 32.5% of applicable building permit fee (minimum \$150)

NOTES:

Owner and/or contractor may be subject to an administrative penalty fee in addition to applicable permit fee if work commences prior to securing building permit.

- Permit application made prior to project completion:
Permit + Penalty Fee = 2 X permit fee
- Permit application not made prior to project completion:
Permit + Penalty Fee = 3 X permit fee

ADMINISTRATIVE FINES

CITY CODE VIOLATIONS

CODE

TRAFFIC - \$60.00

Speed /unreasonable acceleration (1-10 mph)	Sec. 24-1
U-turns	Sec. 24-41
Exhibition Driving	Sec. 24-43
Drive through private property	Sec. 24-45

Non-Traffic - \$100.00

Careless bicycle operation	Sec. 24-47
Skateboards downtown	Sec. 24-52
Snowmobiles downtown/speed	Sec. 24-79
Unattended vehicle (w/keys)	Sec. 24-132

ANIMALS - \$60.00

Dog to run at large	Sec. 6-32
No license	Sec. 6-33
Dangerous dog	Sec. 6-37(2)
Habitual barking dog	Sec. 6-37(4)
Dog vaccination required	Sec 6-37(5)

NOISE – \$100.00

General	Sec. 14-105
Radios/CD player	Sec. 14-106
Exhaust	Sec. 14-107
Animals	Sec. 14-108

MISCELLANEOUS - \$100.00

Disorderly conduct	Sec. 18-31
Littering	Sec. 18-31(9)
Tampering w/ a motor vehicle	Sec. 18-31(10)
Trespass	Sec. 18-31(11)
Disorderly house	Sec. 18-32
Consume in public	Sec. 18-33
Consume in a private parking lot	Sec. 18-34
Obstruction of a public officer	Sec. 18-71
Inhale glue or paint	Sec. 18-101
Discharge gun/fireworks	Sec. 18-103
Obstructions in street	Sec. 20-2
Regulating grass, weeds & trees	Sec. 20-4
Sidewalk maintenance, repair & snow removal	Sec. 20-6
Maintenance of private property	Sec. 14.32
Junk cars (unlicensed vehicle), household furniture & appliances stored outdoors	Sec. 14.34
Unauthorized Use of Fire Hydrant	Sec. 26-118

Miscellaneous - \$60.00

Curfew during school 2200-0600 hrs	Sec. 18-151
Curfew non-school 2300-0600 hrs	Sec. 18-151

BUILDING & HOUSING VIOLATIONS

Failure to License Rental	Sec. 10-46	\$500.00
Failure to Transfer Rental	Sec. 10-48	\$100.00
Fire prevention violations (Smoke/CO Detectors)	PM-705.5	\$ 50.00
Building Code Violations	Chapter 10	\$100.00
Housing Code Violations	Chapter 10	\$100.00
House number missing	PM 304.3.....	\$ 50.00

STORMWATER ADMINISTRATIVE FINE SCHEDULE

Erosion and Sediment Control Violations (Chapter 14, Article VII), Specifically:

Failed to perform proper maintenance of temporary/structural Stormwater BMP:	
Minor Violations.....	\$60.00
Major Violations.....	\$150.00
Removal and/or alterations to a structural Stormwater BMP :	
Minor Violations.....	\$500.00
Major Violations.....	\$1,000.00
Failure to submit required easement and/or maintenance agreement.....	\$250.00
Failure to submit maintenance records.....	\$100.00

Illicit Discharges and Connections (Chapter 14, Article VIII)

Illicit Discharge:	
Major Violations.....	\$1,000.00
Minor Violations.....	\$250.00
Illicit Connection to Stormwater System:	
Major Violations	\$1,000.00
Minor Violations	\$500.00
Failure to Provide Adequate Preventative Measures to Prevent an Illicit Discharge:	
Major Violations.....	\$100.00
Minor Violations.....	\$50.00
Failure to Report a Spill.....	\$250.00
Failure to Cleanup a Spill.....	\$250.00
Failure to Respond to a Notice of Violation	\$100.00

CONSIDERATIONS FOR MAJOR VIOLATIONS

- Potentially critical impact on public health or the environment
 - Potentially dangerous to human life or safety
 - Continuing nature of the violation*
 - Cost of restitution. repair or remediation exceeds \$1,000
- ❖ **Any violation not listed above or failure to come into compliance with the Ordinance requirements is an automatic Level 2 violation.**
- ❖ **Fines will be in addition to any remediation, restoration, repair done by a designated governmental agency or contractor if need per Sec. 14-206.**

REPEAT VIOLATIONS: DOUBLE

Second or more offenses within one year - double the amount of the scheduled fine for the previous violation, up to a maximum of \$2,000.

CONTINUING VIOLATIONS: FINE FOR EACH DAY

A fine for more than one day of a continuing violation may be imposed if (1) the violation caused a serious threat of harm to public health, safety, or welfare, or (2) the violator intentionally and unreasonably refused to comply with the City Code requirements.

GBAJPB ADMINISTRATIVE FINE SCHEDULE

2020

The fine amount is based on the Greater Bemidji Area Joint Planning Board (GBAJPB) Zoning & Subdivision Ordinance that is violated. There are three (3) levels of fines.

Level 1 -- \$60.00

Level 2 -- \$125.00

Level 3 -- \$300.00

PLANNING & ZONING VIOLATIONS

Level 1	
Parking on the Grass	Section 1009 – Parking Standards
Temporary Signage without Permit	Article VII – Sign Regulations
Outdoor Storage - Residential	Section 1002 – Exterior Storage
Level 2	
Outdoor Storage Commercial / Industrial	Section 1002 – Exterior Storage & Outdoor Display of Merchandise
Landscaping Requirement Violations	Section 1006 – Landscaping Requirements
Exterior Lighting Violations	Section 1008 – Lighting
Abandoned or Inoperable Vehicles	Section 102 – Intent and Purpose
Level 3	
Septic Installation without Permit	Article VIII – Sanitation Standards
Shoreland Alterations without Permit	Article IX – Shoreland Regulations
Removal of Trees without Permit	Section 1007 – Tree Preservation
Unlawful Land Use	Article III – District Regulations

- ❖ **Any violation not listed above or failure to come into compliance with the Ordinance requirements is an automatic Level 2 violation.**

REPEAT VIOLATIONS: DOUBLE

Second or additional offenses within one year - double the amount of the scheduled fine for the previous violation, up to a maximum of \$2,000. For example, if there were four occurrences of a Level One Violation, the fine for the fourth occurrence would be \$960 (first: \$120; second: \$240; third: \$480; fourth: \$960).

CONTINUING VIOLATIONS: FINE FOR EACH DAY

A fine for more than one day of a continuing violation may be imposed if (1) the violation caused a serious threat of harm to public health, safety, or welfare, or (2) the violator intentionally and unreasonably refused to comply with the Ordinance requirements.

COUNCIL AGENDA ITEM



Return to Agenda

Meeting Date: November 18, 2019

Action Requested: Authorization to Publish a Summary of an Ordinance

Prepared By: Michelle R. Miller, City Clerk

Reviewed By: Nate Mathews, City Manager

I am respectfully requesting to publish the following summary of an ordinance as allowed by City Charter Section 3.09:

LEGAL ADVERTISEMENT

ORDINANCE NO. 164, 3rd SERIES: "An Ordinance Amending the Bemidji City Code, Adopting an Amended Fee Schedule for 2020." This Ordinance was approved by the City Council on Monday, November 18, 2019. This Ordinance shall become effective 30 days after publication. A complete copy of the Ordinance is available by contacting the City Clerk, 317 4th Street NW, Bemidji, MN 56601 (218-759-3570).

Recommendation:

Authorize publication of Ordinance summary.