

# SPECIAL WORK SESSION AT 5:30

## **BEMIDJI CITY COUNCIL AGENDA**

Monday, April 21, 2014

Council Chambers  
City Hall – 317 4<sup>th</sup> Street NW  
7:00 P.M.



➤ **ROLL CALL**

➤ **PLEDGE OF ALLEGIANCE TO THE FLAG**

➤ **AMENDMENTS TO AGENDA**

**I. MINUTES**

- 1) Regular Council: April 7, 2014

**II. 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 **\$243,815.82**
- 3) Claims Submitted by Venuworks for the Sanford Center in the amount of **\$88,813.24**
- 4) General Business Licenses Renewals for 2014
- 5) 1-4 Day Temporary On-Sale Liquor License – Bemidji Jaycees – July 2-5, 2014
- 6) 1 Day Temporary On Sale Beer License – Bemidji Jaycees – July 6, 2014
- 7) 1-day Consumption & Display Permit – Northwest Technical College Foundation event 5/2/14
- 8) Resolution Approving the Site for the 2014 Lake Bemidji Dragon Boat Festival – July 28-August 5, 2014
- 9) Resolution Approving the Site for the Bemidji Jaycees Water Carnival – July 2-July 6, 2014
- 10) Approve Upgrade of SCADA Computer Hardware and New Equipment Control Software for Wastewater Treatment Facility
- 11) Approve Fence Quote for Nymore Dog Park

**III. 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.**

**IV. REPORT(S)**

- Bemidji Youth Advisory Commission

**V. NEW BUSINESS**

- 12) Consider Resolution Approving Temporary Off-Premises Liquor Permit for Kickboxing and Street Dance on 3<sup>rd</sup> Street for Toasty Beavers Sports Bar & Grill on May 17, 2014

**VI. ORDINANCES**

- 13) Final Reading of an Ordinance Amending the City of Bemidji Council-Manager Charter Amending Sections 2.05 (Vacancies) and 4.03 (Special Elections)
  - Authorization to Publish Summary of Ordinance

**VII. UPCOMING MEETINGS**

- Monday, April 28                      5:30 p.m.                      Special Work Session - Day Dock/Marina & City Arena
- Monday, May 5                         7:00 p.m.                      Council Meeting
- Tuesday, May 6                        5:00 p.m.                      Board of Review

**VIII. MAYOR AND COUNCIL REPORTS**

- Please limit your committee reports to 4 minutes

**IX. ADJOURN**

**CITY COUNCIL PROCEEDINGS**  
**BEMIDJI, MINNESOTA**  
**Regular Meeting – April 7, 2014**

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, April 7, 2014 at 7:00 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Johnson, Hellquist, Olson, Erickson, Thompson

Staff Present: City Manager John Chattin, Public Works Director/City Engineer Craig Gray, Finance Director Ron Eischens, Deputy City Clerk Teresa Hanson

**AMENDMENTS TO AGENDA**

Mayor Albrecht added Tim Terrill from the Mississippi Headwaters Board to the agenda as item #4a and called for any further amendments to the agenda. **Motion by Johnson, seconded by Thompson, to approve the agenda as amended. Motion carried by unanimous vote.**

**MINUTES**

The following minutes were presented for approval:

Council Meeting            March 17, 2014  
Sp Work Session            March 24, 2014

**Motion by Erickson, seconded by Johnson, to approve the minutes as prepared. Motion carried by unanimous vote.**

**CONSENT AGENDA**

The following Consent Agenda items were presented for approval. **Motion by Erickson, seconded by Meehlhause, to approve the Consent Agenda items as follows:**

1. Claims submitted by the Finance Officer in the total amount of \$582,238.18
2. Claims submitted by Venuworks for the Sanford Center in the total amount of \$86,405.63
3. Miscellaneous Business License Renewals for 2014
4. 1-day Consumption & Display Permit – Chamber Event on 4/8/2014
5. **RESOLUTION NO. 5884:** Approving the Site for the 2014 Kraus-Anderson Walleye Classic – June 7
6. **RESOLUTION NO. 5885:** Authorizing Certain Improvements to a Portion of TH197 & Irvine Avenue (ADA / Signal Enhancements)
7. Approved a Senior Citizen Deferral
8. Travel Authorization – Mayor's Conference, Fergus Falls – April 25-26 – Mayor Albrecht
9. Travel Authorization - LMC Annual Conference, St. Cloud – June 18-20 – Johnson, Meehlhause

**Motion carried by unanimous vote.**

### **CITIZENS NOT ON AGENDA**

Amos Miller (712 Bemidji Ave N), a city resident and bartender at a downtown establishment, expressed concern about the new downtown parking regulations and how some patrons may not make correct decisions after drinking if they are afraid their vehicle will be ticketed or towed if left downtown overnight. In addition, the new regulations may deter some from patronizing downtown businesses at all. Mike Bredon supported Miller's statements, shared his concerns and stated the new regulations may actually encourage drinking and driving. He thinks something needs to be done, but believes the new regulations should have been reviewed and voted upon by the City Council.

Gray indicated discussion was initiated by the Bemidji Downtown Alliance (BDA) due to several complaints. The BDA, City Public Works and Police Departments worked together to review and find solutions for downtown parking issues. Some issues discussed included snow removal, abandoned vehicles, inconsistent rules and enforcement, limited parking during the day as well as limited parking in the evening for downtown residents. Gray stressed the fact the city can regulate the lots in three ways – to allow for easy snow removal, to allow nearby residents to park their cars in the lot, or to allow people to park their cars overnight. Since the city cannot meet all three needs, the BDA and Police Chief put a higher emphasis on the first two options resulting in the new signage as proposed by the BDA, which will allow for easier snow removal and better enforcement by the Police Department.

Gray shared a picture of one of the new signs, which clearly states the lot closure time from 2-6 a.m. and towing regulations. He also noted the Police Department does not want people to operate a vehicle while intoxicated so their options include planning ahead for a sober driver, purchasing a permit from the BDA for a lot near their favorite establishment, walking or taking a cab to and from downtown or paying the \$20 parking ticket instead of chancing an accident or DWI.

Further discussion followed on whether the regulations will be enforced year-round and when vehicles will be towed rather than ticketed. Olson agreed to initiate further discussion at the next BDA meeting and will report back to the Council.

### **COMMITTEE REPORTS**

Bemidji Youth Advisory Commission – Meehlhause reported the commission met April 6<sup>th</sup> and are in the process of planning the June 7<sup>th</sup> Youth Rally, and they watched Star Wars episodes IV and V.

BSU Student Senate – Kari Cooper, Student Senate Co-President, stated the spring delegates conference of the Minnesota State University Student Association will be held this weekend and two BSU students will be running for state officer positions. Cooper is running for State Chair and Laura Duscher is running for Vice Chair. The 3<sup>rd</sup> annual "Undie Run" will be held on April 8<sup>th</sup> (participants layer on as many articles of clothing as they can and as they complete a short run they remove clothing and cross the finish line in their undies! However, they do not have to disrobe if they don't want to. The clothing collected will be donated to the Free Store on campus or other organizations in Bemidji). Student Achievement Day will be held April 9<sup>th</sup>, BSU has 5 weeks of school left and BSU Student Senate elections for the fall will be held April 14-18<sup>th</sup>.

Librarian's Report - Paul Ericsson, Branch Manager, distributed the spring schedule for the Bemidji Public Library and "Help Your Child Get Ready to Read" handout regarding early

literacy. One of their goals is to teach parents and caregivers about the importance of literacy and give them the tools to help children learn to read. He also noted a poetry slam will be held April 12<sup>th</sup>, Community Education will host GED Graduation on April 24<sup>th</sup> and singer/songwriter Lauren Pelon will perform at the Paul Bunyan Playhouse on April 25<sup>th</sup>.

Tim Terrill, Executive Director - Mississippi Headwaters Board (MHB) – The MHB was established in 1980 under Minnesota Statutes to identify and protect the natural, cultural, scenic, scientific and recreational values of the Mississippi River's first 400 miles. The MHB is a consortium of 8 counties (Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca and Morrison) to establish guidelines and minimum standards for cooperative local management and protection of the region. Terrill stated MHB would like to offer the City a non-traditional grant and referral to Shawn Tracy, a Water Resources Scientist with HDR, Inc. in Minneapolis, to do restoration planning, preliminary cost estimates and create development or improvement options to help reduce phosphorus levels. He noted they request a 10% in-kind local match of funds.

Olson asked if the MHB would support and/or endorse the City's request for legislative action to assist with the cleanup of the south shore. Terrill responded they would offer support of the project and may be able offer other assistance as well.

Following further discussion and clarification, Gray indicated he would contact Tracy to discuss the process of reviewing the current systems, looking at other drainage options, flood areas and possible improvements.

### **NEW BUSINESS**

#### **2014 Street Reconstruction** (City Project No. 14-01A)

Gray summarized the project, which includes improvements to Lake Avenue from Roosevelt Road to 1<sup>st</sup> Street and 23<sup>rd</sup> Street from Bemidji Avenue to Birchmont Drive. Awarding the low bid of \$344,338.63 will result in a total project cost of approximately \$396,000.

**RESOLUTION NO. 5886: Awarding the bid for the 23<sup>rd</sup> Street Reconstruction, City Project No. 14-01A, to Knife River Materials in the amount of \$344,338.63 was offered by Councilmember Thompson, who moved its adoption, and upon due second by Councilmember Erickson, was passed by unanimous vote.**

#### **Nymore Alley Storm Sewer** (City Project No. 14-05)

Gray indicated the project was originally planned for last fall, but there wasn't time to complete it before winter. The project was re-bid this spring, which resulted in lower bid amounts. He expects the project will occur in May or as soon as the frost is out to allow work to begin. Funding is included in the approved 2014 Storm Water Utility budget.

**Motion by Erickson, seconded by Olson, accepting the quote for the Nymore Alley Storm Sewer (City Project 14-05) to Sparky's Construction in the amount of \$49,353.50. Motion carried unanimously.**

### **ORDINANCE**

Pursuant to published notice, a Public Hearing was held to receive input regarding Amending the City of Bemidji Council-Manager Charter Amending Sections 2.05 (Vacancies) and 4.03 (Special Elections). Mayor Albrecht opened the Public Hearing at 7:54 p.m., hearing no comments the public hearing was closed at 7:55 p.m.

**AN ORDINANCE** Amending the City of Bemidji Council-Manager Charter Amending Sections 2.05 (Vacancies) and 4.03 (Special Elections) was given a second reading.

**UPCOMING COUNCIL MEETINGS**

- Monday, April 14      5:30 p.m.      Work Session – Energy Audit/Honeywell
- Monday, April 21      7:00 p.m.      Council Meeting
- Tuesday, April 22      5:30 p.m.      Special Meeting with Chamber (location TBD)

**COUNCIL/STAFF REPORT**

- Council members and staff provided updates on current events and meetings.

**ADJOURN**

There being no further business, motion by Olson, seconded by Thompson, to adjourn the meeting. Motion carried. Meeting adjourned at 8:18 p.m.

Respectfully submitted,

Teresa K. Hanson  
Deputy City Clerk

# Bill List Summary

April 21, 2014

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
13688	Cenex Fleet Fueling	23,214.58
13689	Bemidji Chrysler Center	18,245.93
		<hr/> 41,460.51
13694-13789	See Attached Checks	202,355.31
		<hr/> 202,355.31
	<b>TOTAL</b>	<b>\$ 243,815.82</b>

# Accounts Payable

## Blanket Voucher Approval Document

User: denisea  
Printed: 04/15/2014 - 10:49AM  
Warrant Request Date: 04/22/2014  
DAC Fund:



### COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	Albrecht, Rita	000000000	249.57
2	Alliance Benefit Group	000013694	92.00
3	Ameripride	000000000	406.92
4	Amity Graphics	000013695	124.80
5	Arrow Printing	000013696	466.96
6	Artisan Beer Company	000013697	267.00
7	Bahl, Matthew	000000000	123.00
8	Baker & Taylor	000000000	486.50
9	Baumgartner, Don	000000000	133.84
10	Bellboy Corporation	000000000	1,180.24
11	Beltrami County Auditor/Treasurer	000013698	1,045.96
12	Beltrami County Dare Advisory	000013699	203.00
13	Beltrami Humane Society	000013700	300.00
14	Beltrami Industrial Service, Inc.	000013701	460.00
15	Bemidji Coca-Cola Bottling Co, Inc	000013702	295.35
16	Bemidji Coop Ass'n, Inc.	000013703	311.69
17	Bemidji Downtown Development Authority	000013704	138.60
18	Bemidji Oil & Propane Inc	000000000	19.35
19	Bemidji Paper Sales, Inc.	000000000	581.82
20	Bemidji Welders Supply, Inc.	000013705	66.31
21	Ben Franklin	000013706	179.92
22	Bernick's	000000000	16,724.94
23	Big North Distr. Co, Inc.	000013707	15,405.47
24	Bluefin Payment Systems	000000000	984.97
25	Books N More	000013708	177.38
26	Brothers Fire Protection Co.	000013709	690.90
27	Buena Vista Ski Area	000013710	284.00
28	Buy Line	000013711	445.00
29	Carquest Auto Parts-Bemidji	000013712	259.50
30	Chattin, John	000000000	719.36
31	City of Bemidji	000000000	277.20
32	Country Kitchen	000013713	45.00
33	Culligan	000000000	215.81
34	Cummins NPower LLC	000013714	398.87
35	DEMCO	000000000	742.53
36	Department of Employment/Econ.Dev.	000013715	2,263.12
37	Dionne's OM Yoga Studio	000013716	100.00
38	Docu Shred	000013717	40.25
39	Dondelinger Chev-Buick, Inc	000013718	593.08
40	Earl F. Andersen, Inc.	000013719	3,234.12
41	Element Payment Services, Inc.	000000000	59.83
42	Emergency Apparatus Maint.,Inc.	000000000	210.13
43	Evanced Solutions, LLC	000013720	360.00
44	Fed Ex	000013721	10.83
45	Fenner, Kevin	000000000	51.24

Page Total: \$51,426.36



Line	Claimant	Voucher No.	Amount
46	FleetPride, Inc.	000013722	231.77
47	Forbes, Mike	000000000	94.00
48	G & K Services Inc	000013723	86.45
49	Galls, LLC	000013724	115.47
50	Gaslin Garage Door	000013725	150.00
51	Gopher State One-Call	000000000	17.40
52	Gould, David	000000000	23.00
53	Hansen, David	000000000	53.68
54	Hanson, Teresa	000000000	64.00
55	Hawkins, Inc.	000000000	17,335.57
56	Hayes Instrument Co	000013726	161.28
57	HD Waterworks Supply	000013727	4,019.76
58	Higgins Heating, A/C , Inc.	000013728	41.00
59	Hoefer, David	000000000	34.00
60	Hokuf, Chad	000000000	326.12
61	Illinois Library Association	000013729	72.10
62	Ink Spot Press	000013730	1,256.40
63	Irish, Wendy	000000000	150.00
64	Jack's Stop, Inc	000013731	175.00
65	Jim Hirt Trucking, Inc	000013732	1,193.30
66	JOBSHQ	000013733	1,278.00
67	Johnson Bros., Inc.	000013734	15,552.81
68	Karvakko Engineering	000000000	2,000.00
69	Keg N' Cork	000013735	350.00
70	KKWB-FM Bemidji Radio, Inc.	000013736	200.00
71	L & M Supply, Inc.	000013737	936.28
72	Lawson Products, Inc.	000013738	885.77
73	League of MN Cities	000013739	20.00
74	League of MN Insurance Trust	000013740	6,515.44
75	Linke, Jerry	000000000	170.00
76	Macqueen Equipment, Inc.	000000000	265.68
77	Magnuson, John	000013741	786.53
78	MailFinance	000013742	179.10
79	Maney Int'l of Alexandria, Inc.	000013743	27.29
80	Massee, Christina	000013744	33.01
81	Mastin, Mike	000000000	534.03
82	Mathison Company, Inc	000013745	292.28
83	McKinnon Co., Inc.	000013746	8,374.70
84	McMaster-Carr Supply Co.	000000000	334.66
85	Menards-Bemidji	000000000	77.79
86	Miller, Doug & Marilyn	000013747	187.25
87	Miller, Mike	000000000	20.00
88	Minnestalgia Winery	000013748	270.00
89	Mischke, Mike	000000000	292.12
90	MN Dept of Health-	000013749	23.00
91	MN/SCIA	000013750	60.00
92	MoeCo Fire & Safety	000013751	686.85
93	NAPA Auto Parts	000000000	1,107.93
94	Naylor Heating & Refrigeration, LLC	000000000	3,453.91
95	NBS Calibrations	000013752	164.00
96	NCL of Wisconsin, Inc	000000000	631.46
97	Nei Bottling, Inc.	000013753	256.75
98	North Country Business Product	000000000	550.07
99	North Country Electrical Services, Inc.	000013754	617.83
100	North Shore Analytical, Inc.	000013755	830.00
101	Northern Mississippi Range, Inc.	000013756	105.00
102	Northwoods Ice, Inc.	000013757	187.80

Page Total:

\$73,857.64

Line	Claimant	Voucher No.	Amount
103	NW Tire, Incorporated	000013758	760.92
104	O'Reilly Auto Parts	000013759	11.99
105	Paskvan Real Estate LLLP	000013760	140.00
106	Paustis & Sons	000013761	1,716.01
107	Pete's Place South	000013762	60.02
108	Phillips Wine & Spirits	000013763	14,672.11
109	Pioneer	000013764	301.05
110	Port-O-Wild Security, Inc.	000000000	590.00
111	Postmaster	000013765	1,786.18
112	PowerPlan OIB	000013766	1,109.65
113	Praxair Distribution Inc	000013767	118.89
114	Richards Publishing Company	000013768	54.44
115	RMB Environmental Laboratories, Inc.	000013769	498.00
116	Roger's Two Way Radio, Inc.	000013770	1,030.51
117	Rohlfing of Brainerd, Inc.	000000000	460.85
118	Sadeks Repair & Welding, Inc.	000013771	1,338.80
119	Sanford Health Occupational Med.	000013772	70.00
120	Seaberg, Daniel	000000000	46.00
121	Snopl, Shon	000000000	7.00
122	Southern Wine & Spirits of Minnesota	000013773	11,164.65
123	Southside Tow & Rec, Inc	000013774	756.11
124	Spee-Dec Delivery Service, Inc.	000013775	114.74
125	Springbrook Software, Inc.	000000000	622.00
126	Staples Advantage	000013776	255.76
127	State Fire Marshal Division	000013777	100.00
128	Streicher's	000013778	272.94
129	TC Lighting Supplies & Recycling, Inc	000013779	256.98
130	Terry's Auto Electric	000013780	114.95
131	Tires Plus of Bemidji	000013781	1,057.80
132	US Bank Merchant Billing	000000000	4,629.90
133	Val Ras Photography	000013782	52.50
134	Verizon Wireless	000013783	1,175.56
135	Waste Management of WI-MN	000013784	3,959.35
136	Wells Fargo Bank	000013785	400.00
137	Wells Fargo-ACH	000000000	12,138.41
138	Wes Plumbing & Heating	000013786	674.70
139	Wild Hare Bistro & Coffeehouse	000013787	36.50
140	Wine Merchants	000013788	142.66
141	Winsor, James	000000000	177.00
142	Wirtz Beverage Minnesota Wine & Spirits, Inc	000013789	13,636.23
143	WSB & Associates, Inc.	000000000	390.00
144	Zee	000000000	170.15

Page Total: \$77,071.31

Grand Total: \$202,355.31

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of April 11, 2014

	<u>Open Balance</u>
<b>Aflac</b>	
	223.32
Total Aflac	<u>223.32</u>
<b>Amity Graphics.</b>	
	95.69
Total Amity Graphics.	<u>95.69</u>
<b>Bemidji Coca-Cola Company</b>	
	767.70
	103.20
	650.79
	318.36
Total Bemidji Coca-Cola Company	<u>1,840.05</u>
<b>Bemidji Figure Skating Club non-profits</b>	
	150.00
	147.75
Total Bemidji Figure Skating Club non-profits	<u>297.75</u>
<b>Bemidji Paper</b>	
	149.99
Total Bemidji Paper	<u>149.99</u>
<b>Bemidji Pioneer</b>	
	275.00
	99.50
	275.00
Total Bemidji Pioneer	<u>649.50</u>
<b>Bemidji Welders Supply, Inc.</b>	
	125.90
	245.09
	179.59
	125.90
Total Bemidji Welders Supply, Inc.	<u>676.48</u>
<b>BJI Jaycees</b>	
	250.00
	150.00
	209.69
	150.00
Total BJI Jaycees	<u>759.69</u>

# VenuWorks of Bemidji, LLC

## Unpaid Bills Detail

As of April 11, 2014

	<u>Open Balance</u>
<b>Border States Electric Supply</b>	
	-6.03
	-16.97
	47.33
<b>Total Border States Electric Supply</b>	<u>24.33</u>
<b>Boy Scout Troop 25</b>	
	586.06
<b>Total Boy Scout Troop 25</b>	<u>586.06</u>
<b>Brothers Fire Protection Co</b>	
	832.16
<b>Total Brothers Fire Protection Co</b>	<u>832.16</u>
<b>BSU Athletic Dept - Nonprofit Groups</b>	
	387.67
<b>Total BSU Athletic Dept - Nonprofit Groups</b>	<u>387.67</u>
<b>Buy Line</b>	
	150.00
<b>Total Buy Line</b>	<u>150.00</u>
<b>Chad Mathiason</b>	
	151.20
<b>Total Chad Mathiason</b>	<u>151.20</u>
<b>City of Bemidji MN</b>	
	577.50
	3,365.25
<b>Total City of Bemidji MN</b>	<u>3,942.75</u>
<b>ColePapers</b>	
	740.57
<b>Total ColePapers</b>	<u>740.57</u>
<b>Culinex</b>	
	533.25
<b>Total Culinex</b>	<u>533.25</u>
<b>Dakota Supply Group</b>	
	-4.10
	4.10
	<u>4.10</u>

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of April 11, 2014

	<u>Open Balance</u>
Total Dakota Supply Group	0.00
<b>Dave Wall</b>	
	53.54
Total Dave Wall	<u>53.54</u>
<b>Dippin' Dots/Tom Kennedy</b>	
	504.49
	89.42
	208.97
Total Dippin' Dots/Tom Kennedy	<u>802.88</u>
<b>Dunn Bros Coffee</b>	
	544.50
Total Dunn Bros Coffee	<u>544.50</u>
<b>Emily Edson Design</b>	
	500.00
Total Emily Edson Design	<u>500.00</u>
<b>First Insurance Funding Corp</b>	
	2,380.08
Total First Insurance Funding Corp	<u>2,380.08</u>
<b>G&amp;K Services</b>	
	300.08
	812.31
	358.64
Total G&K Services	<u>1,471.03</u>
<b>Granite City Armored Car, Inc.</b>	
	111.33
Total Granite City Armored Car, Inc.	<u>111.33</u>
<b>Guardian Pest Solutions, Inc.</b>	
	223.72
Total Guardian Pest Solutions, Inc.	<u>223.72</u>
<b>Hampton Inn &amp; Suites of Bemidji</b>	
	132.45
Total Hampton Inn & Suites of Bemidji	<u>132.45</u>
<b>Holmes Murphy</b>	

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of April 11, 2014

	<u>Open Balance</u>
	21.00
	135.00
	135.00
Total Holmes Murphy	<u>291.00</u>
Iverson Corner Drug	
	582.65
Total Iverson Corner Drug	<u>582.65</u>
Johnson Brothers Liquor Co.	
	1,781.17
Total Johnson Brothers Liquor Co.	<u>1,781.17</u>
K&KH Enterprises	
	413.41
	182.34
	122.17
	826.01
	295.47
Total K&KH Enterprises	<u>1,839.40</u>
KDKK FM	
	30.00
	30.00
	20.00
Total KDKK FM	<u>80.00</u>
KOJB 90.1 FM	
	200.00
Total KOJB 90.1 FM	<u>200.00</u>
KPRM-AM	
	30.00
	30.00
	30.00
Total KPRM-AM	<u>90.00</u>
Kristi Anderson	
	55.79
	15.46
Total Kristi Anderson	<u>71.25</u>
Lakeland Public Television	

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of April 11, 2014

	<u>Open Balance</u>
	<u>4,000.00</u>
Total Lakeland Public Television	4,000.00
<b>Marco</b>	
	27.00
Total Marco	<u>27.00</u>
<b>Mark Lissick</b>	
	151.20
Total Mark Lissick	<u>151.20</u>
<b>Minnesota Public Radio</b>	
	130.00
	140.00
	140.00
Total Minnesota Public Radio	<u>410.00</u>
<b>MN Dept of Labor &amp; Industry</b>	
	330.00
Total MN Dept of Labor & Industry	<u>330.00</u>
<b>MSAE</b>	
	745.00
	1,000.00
Total MSAE	<u>1,745.00</u>
<b>Nei Bottling, Inc - Breakroom</b>	
	-54.00
Total Nei Bottling, Inc - Breakroom	<u>-54.00</u>
<b>NLFX Professional</b>	
	600.00
	213.75
	148.55
	42.32
Total NLFX Professional	<u>1,004.62</u>
<b>OfficeMax</b>	
	109.65
Total OfficeMax	<u>109.65</u>
<b>Otter Tail Power Company</b>	
	23,370.64

VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of April 11, 2014

	<u>Open Balance</u>
Total Otter Tail Power Company	23,370.64
<b>Paul Bunyan Broadcasting Co</b>	
	143.00
	195.00
	195.00
	195.00
	28.00
	70.00
	70.00
	28.00
	120.00
	60.00
	60.00
Total Paul Bunyan Broadcasting Co	<u>1,164.00</u>
<b>Paul Bunyan Communications</b>	
	1,373.92
Total Paul Bunyan Communications	<u>1,373.92</u>
<b>Paul Bunyan Television</b>	
	300.00
Total Paul Bunyan Television	<u>300.00</u>
<b>Phillips Wine &amp; Spirits</b>	
	1,962.36
	213.56
Total Phillips Wine & Spirits	<u>2,175.92</u>
<b>R.P Broadcasting, Inc.</b>	
	116.66
	97.75
	23.80
Total R.P Broadcasting, Inc.	<u>238.21</u>
<b>Schindler Elevator Corporation</b>	
	1,522.71
Total Schindler Elevator Corporation	<u>1,522.71</u>
<b>St. Philip's Catholic Youth non-profit</b>	
	636.64
Total St. Philip's Catholic Youth non-profit	<u>636.64</u>



VenuWorks of Bemidji, LLC  
Unpaid Bills Detail  
As of April 11, 2014

Open Balance

<b>Swiftel Center</b>	
	1,158.50
Total Swiftel Center	<u>1,158.50</u>
<b>Sysco North Dakota, Inc.</b>	
	-117.72
	-13.52
	823.25
	34.67
	155.07
	838.58
	50.80
	45.38
	64.92
	3,516.85
	2,019.35
	339.57
Total Sysco North Dakota, Inc.	<u>7,757.20</u>
<b>VenuWorks, Inc.</b>	
	8,110.45
	9,653.13
Total VenuWorks, Inc.	<u>17,763.58</u>
<b>Verizon</b>	
	404.20
Total Verizon	<u>404.20</u>
<b>White Earth Public Relations</b>	
	28.79
Total White Earth Public Relations	<u>28.79</u>
<b>TOTAL</b>	<u><u>88,813.24</u></u>

# GENERAL BUSINESS LICENSES - 2014

Type of License	Business Name	Business Location	Fee Paid
<b>Carnivals/Circus</b>			
	BEMIDJI JAYCEES	WITHIN BEMIDJI CITY LIMITS	\$240.00
<b>Restaurant/Food Service</b>			
	4 KINGS COMFORT BBQ, LLC	WITHIN BEMIDJI CITY LIMITS	\$35.00



**Minnesota Department of Public Safety**  
**Alcohol and Gambling Enforcement Division**  
 444 Cedar Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY**  
**TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>Bemidji Jaycees</b>		Date organized <b>10/19/37</b>	Tax exempt number <b>41-1383120</b>
Address <b>PO Box 293</b>		City <b>Bemidji</b>	State <b>Minnesota</b>
		Zip Code <b>56609</b>	
Name of person making application <b>Twila Bolte</b>		Business phone <b>218-444-4401</b>	Home phone <b>218-252-1371</b>
Date set ups will be sold <b>July 2-5<sup>th</sup> 2014</b>		Type of organization <input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit	
Organization officer's name <b>[Signature]</b>		City <b>Bemidji</b>	State <b>Minnesota</b>
		Zip <b>56601</b>	
<input checked="" type="checkbox"/> Add New Officer			

Location where permit will be used. If an outdoor area, describe.  
 Under Entertainment tent at the water front of Lake Bemidji. We will have the bars set up on one end, opposite of the staging and live music, under our 60x120 tent.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.  
 N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Insurance By Design \$1,000,000

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

**Bemidji**  
 City/County  
 120.00  
 City Fee Amount  
 4/4/14  
 Date Fee Paid

\_\_\_\_\_  
 Date Approved  
 \_\_\_\_\_  
 Permit Date

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.



**CITY OF BEMIDJI**  
**City Clerk's Office - Business Licensing**  
 317 4<sup>th</sup> Street NW  
 Bemidji, MN 56601  
 Phone: 218-759-3570 - Fax: 218-759-3590  
[www.ci.bemidji.mn.us](http://www.ci.bemidji.mn.us)

<u>For Office Use Only</u>	
Fee \$ <u>55</u>	Date _____
Police Dept. Review: _____	
Attachments: _____	

**BUSINESS LICENSE APPLICATION**  
**TEMPORARY ON-SALE 3.2 MALT LIQUOR**  
 City Code Section 4-133

**FEE - \$55.00 PER EVENT/MONTH**

**THE FOLLOWING HEREBY APPLIES FOR A TEMPORARY ON-SALE 3.2 MALT LIQUOR LICENSE:**

APPLICANT MUST BE A BONA FIDE CLUB, CHARITABLE ORGANIZATION,  
 RELIGIOUS OR EDUCATION GROUP

**APPLICANT** Bemidji Jaycees  
 (FULL NAME OF ORGANIZATION)

**MAILING ADDRESS** PO Box 293

**BUSINESS PHONE** 218-444-4401

**OTHER CONTACT NAME AND PHONE** Ryan Thomas 2014 President (218) 760-3374  
Twila Bolte water carnival chairperson (218) 252-1371

**TERM OF TEMPORARY ON-SALE 3.2 MALT LIQUOR LICENSE:**

(Specify days of week and hours. Can only be for a three-month period – maximum four days per week).

Sunday, July 6<sup>th</sup>, 2014 12:00 p.m. - 1 a.m.

Describe exact location of premises to be licensed for on-sale: Bemidji Jaycees Water Carnival Entertainment Tent

Individual responsible for enforcing all rules and regulations, and complying with all laws governing the sale of 3.2 malt liquor:

Provide Full Name: Ryan Eugene Thomas Date of Birth: 7/18/74  
 Home Address: 4003 Vaukso Ct NE  
 Home Telephone: 759-2191 Business Telephone: 760-3374

Date: April 21, 2014

Applicant's Signature: [Signature]

**THE FOLLOWING MUST BE PROVIDED WITH THIS APPLICATION:**

- FEE. Payable to the City of Bemidji
- **DETAILED PROPOSAL REGARDING SECURITY ARRANGEMENT**
- Certificate of Liability Insurance: In accordance with Minnesota Statutes Section 340A-409. Minimum Liability: 50,000/100,000/50,000

This application must be stapled and all pages attached as required to avoid processing delays.



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
444 Cedar Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TEMPORARY CONSUMPTION AND DISPLAY PERMIT**  
(City or county may not issue more than 10 permits in any one year)

Name of organization <i>Northwest Technical College Foundation</i>		Date organized <i>2005</i>	Tax exempt number <i>20-1967120</i>	
Address <i>905 Grant Ave SE</i>		City <i>Bemidji</i>	State <i>Minnesota</i>	Zip Code <i>56601</i>
Name of person making application <i>Lisa Bruns</i>		Business phone	Home phone	
Date(s) of event <i>2 May 2, 2014</i>		Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <i>Lisa Bruns Executive Director</i>		City <i>Bemidji</i>	State <i>Minnesota</i>	Zip <i>5660</i>
<input checked="" type="checkbox"/> Add New Officer				

Location where permit will be used. If an outdoor area, describe.  
*BSU, Beaux Arts Ballroom*

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<i>Bemidji</i> City/County	Date Approved
<i>\$15.00</i> City Fee Amount	Permit Date
<i>4/9/14</i> Date Fee Paid	

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.

# RESOLUTION NO.

## A RESOLUTION APPROVING THE SITE FOR THE 2014 LAKE BEMIDJI DRAGON BOAT FESTIVAL

**WHEREAS**, the Bemidji Area Chamber of Commerce, hereinafter referred to as "Chamber", have requested use of the waterfront for the 8<sup>th</sup> Annual Lake Bemidji Dragon Boat Festival in the City of Bemidji; and

**WHEREAS**, this festival is of economic and cultural benefit to the Bemidji area; and

**WHEREAS**, the Chamber is planning to hold this festival beginning July 28 through August 4, 2014 (setup and practicing beginning on July 28 and removal by August 5); and

**WHEREAS**, the area to be used during this celebration will be the waterfront park including Library Park and the Rotary pavilion; and

**WHEREAS**, the Chamber agrees to abide by all city rules and regulations in the use of the designated areas, to clean and restore the areas used to the satisfaction of Parks Department staff, and to submit appropriate applications and user and permit fees to the City Clerk, including \$500 to the City towards the City's costs of providing police security during the event; and

**WHEREAS**, the Chamber will provide the City with a Certificate of Insurance naming the City as an "additional insured" for the duration of the event.

**NOW, THEREFORE, BE IT RESOLVED** by the Bemidji City Council to authorize the use of the aforementioned areas by the Chamber commencing July 28 through August 4, 2014 for the purpose of the Lake Bemidji Dragon Boat Festival.

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

Ayes:

Nays:

Absent:

Passed:

ATTEST:

APPROVED:

\_\_\_\_\_  
Kay M. Murphy, City Clerk

\_\_\_\_\_  
Rita C. Albrecht, Mayor

March 14, 2014  
City of Bemidji  
317 4<sup>th</sup> Street NW  
Bemidji, MN 56601

To Whom It May Concern,

Enclosed please find the application forms and payments necessary to apply for use of the city owned waterfront for the 9th Annual Lake Bemidji Dragon Boat Festival. Our event is scheduled for July 28<sup>th</sup> – August 4<sup>th</sup>, 2014. I have included a summary page outlining the associated activities by day for your review.

We truly appreciate the support that the City of Bemidji has given us while planning and holding our past events. We are also appreciative of your participation and volunteering to help make this festival such a success. Your commitment has been very valuable to our festival. We would like to again extend a complimentary team registration to the City of Bemidji if you would like to participate. Please contact me if you wish to be included in our team roster.

Thank you for your consideration of our application. I look forward to hearing from you and would be happy to provide any additional information at your request.

Paddles Up!

Kristi Bissonette  
Lake Bemidji Dragon Boat Festival

[bissonettek@ncbpinc.com](mailto:bissonettek@ncbpinc.com)  
763.509.6055 office  
218.766.8256 cell

## 2014 Lake Bemidji Dragon Boat Festival - Waterfront Park Usage Request

### **Monday, July 28<sup>th</sup>** *\*Rotary may meet at the Rotary Pavilion at noon*

Docks delivered, assembled and installed on waterfront  
Big tent set up, connecting to the Rotary Pavilion  
Two Utility Trailers - parked below the Arts Council building for use as storage  
Dragon Boats and accessories arrive and are unloaded and stored in trailers  
2 port-a-johns delivered  
Practices held in the evening

### **Tuesday, July 29<sup>th</sup>**

Rain date for big tent set up  
Sign set up  
Picnic tables and beer tent tables delivered  
Dragons Den port-a-johns delivered  
Double fencing set up for beer tent security  
Practices held in the evening

### **Wednesday, July 30<sup>th</sup>**

Ice delivered  
Sanford taco feed throughout day – beer tent open 4-9  
Practices held in the evening

### **Thursday, July 31<sup>st</sup>**

Food vendors move in and set up  
Beer tent open in the evening  
Team village port-a-johns delivered  
Evening DJ to promote our event  
Finish line tent & scaffolding erected  
Bleachers & picnic tables delivered  
Paint team village lines in Library Park (white paint)  
Additional small tents erected by the Arts Center  
CornHole tournament held under the tent 6pm -10pm  
Practices held in the evening

### **Friday, Aug 1<sup>st</sup>**

On water - race lanes set during the afternoon  
Opening Ceremonies and Parade of Teams evening  
Practices held from 12:00pm until opening ceremonies  
Sprint Cup racing held approx. 7-9pm  
Live band and Beer Tent Open

### **Saturday, Aug 2<sup>nd</sup>**

Dragon Boat Races held all day – 8 am-6pm  
Live Band and Beer Tent Open  
On water - race course tear down after 6 pm  
Dragon Boats & accessories removed after 6 pm  
Some tear down of the waterfront

### **Sunday, Aug 3<sup>rd</sup>**

Tear Down of smaller tents  
Vendors leave grounds by am  
Garbage clean up

### **Monday, Aug 4<sup>th</sup>**

Docks removed  
Big tent tear down  
Garbage Clean up  
Port-a-john removal  
Utility trailers removed  
Beer Trailer removed  
Bleachers & picnic tables removed



# RESOLUTION NO.

## A RESOLUTION APPROVING THE SITE FOR THE 2014 JAYCEES JULY 4<sup>TH</sup> CELEBRATION

**WHEREAS**, the Bemidji Jaycees, hereinafter referred to as "Jaycees", have for the many years sponsored an annual 4<sup>th</sup> of July Celebration in the City of Bemidji; and

**WHEREAS**, this celebration is of economic and cultural benefit to the Bemidji area; and

**WHEREAS**, the City of Bemidji, hereinafter referred to as "City" has graciously given consent for the use of the waterfront area and an area located on Old Midway Drive to provide parking of campers for the carnival employees for this celebration; and

**WHEREAS**, the Jaycees are again planning to hold this celebration beginning July 2 and ending the evening of July 6, 2014 (setup beginning on 7/1/14 and removal by 7/8/14); and

**WHEREAS**, the area to be used during this celebration will be the waterfront area including the parking lots in the vicinity of Paul and Babe statues, the Library Park, the Rotary and Jaycees pavilions, **Nymore Beach (July 4<sup>th</sup>)** for fireworks, and certain designated City streets for the parade; and

**WHEREAS**, the Jaycees agree to abide by all city rules and regulations in the use of the designated areas, to clean and restore the areas used to the satisfaction of Parks Department staff, and to submit appropriate applications and user and permit fees to the City Clerk, including \$2,000 to the City toward the City's costs of providing additional police security during the event; and

**WHEREAS**, the Jaycees will provide the City with a Certificate of Insurance naming the City as an "additional insured" for the duration of the event.

**NOW, THEREFORE**, be it resolved by the Bemidji City Council that the requested use of the aforementioned areas by the Jaycees commencing July 1 (for setup) through July 8 (cleanup) for the purpose of the annual Bemidji Jaycees Water Carnival, is hereby authorized on the conditions noted above.

**BE IT FURTHER RESOLVED** by the Bemidji City Council that the Jaycees are permitted to use the railroad corridor located behind the old Union Station as a place for carnival workers to camp while in Bemidji.

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:

# **COUNCIL AGENDA ITEM**



**Meeting Date: April 21, 2014**

**Action Requested: Approve Upgrade of SCADA Computer Hardware and New Equipment Control Software, Wastewater Treatment Facility**

**Prepared By: Al Gorick, Co-Superintendent, WWTF**

**Reviewed By: Craig Gray, City Engineer/DPW  
John M. Chattin, City Manager**

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The Wastewater Treatment Facility has \$50,000.00 allocated in the approved 2014 CIP for Controls and Upgrades.

**Controls and Upgrades** cover *Supervisory Control and Data Acquisition* (SCADA) Computer Hardware, Software, and other instrumentation which provides efficient process control and facility operations.

The current computer hardware is five years old is causing operation issues and our software is no longer compatible with a new computer and its operating system.

City staff has requested a quote from our integration provider to replace the existing computer and operating software that runs the plant. A copy of their quote is attached.

This upgrade will ensure complete compatibility with the hardware and software and ease of future enhancements and expansions.

## **Recommendation:**

We recommend approving the purchase of the new computer, software and integration services as quoted by Automatic Systems Co. for the amount of \$27,697.00. Funding will be from the sanitary sewer utility fund.



**AUTOMATIC SYSTEMS CO.**

April 7, 2014

Mr. Allen Gorick  
City of Bemidji  
412 Irving Access Loop SW  
Bemidji, MN 56601

Reference: SCADA Computer Hardware Software Upgrades

Dear Allen:

In accordance with your request we are pleased to offer the following:

A One (1) **Wastewater Treatment Plant SCADA Operator's Computer Workstation** to replace the existing with a minimum specification as follows:

- Dell, quad core 3.6Ghz
- 8GB memory
- 512 meg. Video ram (with dual monitor capability)
- 1TB HD
- 1 GB network card
- Logitech wireless keyboard
- Logitech M705 mouse
- CD-RW Drive
- Sound card & speakers.
- Microsoft Office update to the latest version for installation on the computer workstations.
- Microsoft Windows Professional Operating System.

Note: Computer specifications change rapidly. The above specifications are to be considered minimum.

B One (1) **Graphic User Interface Software updates.**

Notes:

1. The existing Graphic User Interface Software resides on the above detailed workstation and the panel mounted industrial computer located in the Digester Building. The software is responsible for displaying plant process information including status, alarms,

**MANUFACTURERS REPRESENTATIVES**

- MAIN OFFICE P.O. BOX 120359
- BRANCH OFFICE P.O. BOX 787
- BRANCH OFFICE

**SYSTEMS INTEGRATION**

- ST. PAUL, MINNESOTA 55112 PHONE 651-631-9006
- AMES, IOWA 50010 PHONE 515-232-4770
- CHICAGO, ILLINOIS PHONE 815-927-3386

**INSTRUMENTATION**

- FAX (651) 631-0027
- FAX (515) 232-0796
- FAX (651) 631-0027

operator adjustable setpoints, historical data collection, trending, reports, event logs, alarm logs, etc.

2. The existing graphics were created with "ControlView" and converted to "RS-View" many years ago by a previous vendor. The conversion, although functional, makes troubleshooting and additions much more difficult.
3. Our proposal includes upgrading the existing RS-View packages to the latest version of Rockwell FactoryTalk plus new graphics displays to ensure complete compatibility and ease of future enhancements and expansions.
4. All software files and media will be licensed in the City's name and turned over to the City on completion.

C One (1) **Lot of system setup and software configuration** to include the following:

- Backup all critical data from the existing computer.
- Unpack and setup the new computer.
- Install Windows operating system, Graphic User Interface Software, MS-Office Suite, all associated drivers, and reinstall site specific user information and files.

D One (1) **Lot of project documentation updates** including four (4) copies for insertion in the City's existing Operation and Maintenance Manuals.

Your net price for Items A through D, FOB factory with **freight allowed** to jobsite including one (1) year warranty from date of startup (not to exceed 18 months from date of shipment).....**\$27,697.00 (plus tax).**

Please note, prices do not include any:

- Sales or use tax.
- Computer monitor (existing to be reused).
- System printers (existing to be reused).
- Uninterruptible power supply (existing to be reused).

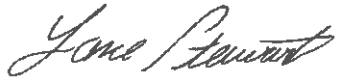
Thank you very much for the opportunity of providing you with the above proposal, should you wish to proceed with an order please sign on the space provided below and return a copy to this office.

We look forward to hearing from you, should you have any questions please don't hesitate to give me a call.

April 7, 2014

Page 3

Sincerely,



Lane Stewart

Automatic Systems Company

Accepted by: _____ Date: _____
--------------------------------

cc: Mr. Jerry Bauer - ASC

## **COUNCIL AGENDA ITEM**



**Meeting Date:** April 21, 2014

**Action Requested:** Approve Fence Quotes for Nymore Dog Park

**Prepared By:** Marcia Larson, Parks and Recreation Director *ML*

**Reviewed By:** John Chattin, City Manager *JC*

---

A Citizens Group was formed in 2009 with the goal to assist in the design and fundraising for the Nymore Dog Park. Although the membership of the group has changed since its initial formation, the Nymore Dog Park Committee has raised over \$15,000 – though various fundraisers including the Dog Photo Contest, Dog Calendar, donations and events. A Nymroe Dog Park Fund has been established at the Northwest Minnesota Foundation.

The Parks and Trails Commission at their regular meeting on April 8<sup>th</sup>, reviewed estimates for fencing for the dog park and a general budget for the dog park – which includes signage, water fountain, turf, benches, and paved trail/access to the park. The total estimated budget for the dog park is \$35,000. The Parks and Trails Commission made the a motion in support of allocating \$20,000 of the Capital Improvement Plan Funds (Annual Park/Trail Improvement) to the construction of the Nymore Dog Park this summer.

The City has received two quotes for fencing for the dog park as follows:

Century Fence Company	\$18,490
Oberg Fence Company	\$21,400

### **Recommendation**

It is recommended the City Council authorize the construction of Nymore Dog Park and approve the fencing quote from Century Fence Company in the amount of \$18,490. Financing for the project is through the 2014 Parks CIP and the Nymore Dog Park Fund.

# NYMORE DOG PARK



Toasty Beavers Sports Bar & Grill  
114 3<sup>rd</sup> Street NW  
Bemidji, MN 56601

April 11, 2014

Kay Murphy  
City of Bemidji  
317 4<sup>th</sup> Street NW  
Bemidji, MN 56601

Kay Murphy:

Toasty Beavers Sports Bar & Grill would like to formally ask the City of Bemidji's permission to hold a Kick Boxing event and Street Dance on May 17<sup>th</sup>, 2014. We would be hosting this event in conjunction with Full Nelson Promotions based out of Alexandria, MN; which is the promoter of wrestling, boxing, cage fighting, tough man & female competitions, including the recent MMA Cage Fighting event that was held at Shooting Star Casino this past March. This event will be aimed at all ages of the general public and we will be using two different wrist bands to distinguish attendees that are over 21 and those under 21 years of age.

Our plan is to charge admission and serve alcohol with possibly some food during the event. Toasty Beavers would like to block off no more than half of Downtown 3<sup>rd</sup> Street from the Beltrami intersection going East to the property line between Lloyd's Furniture and Toasty Beaver's. Snow fence and barricades would enclose the street as well as areas not secured by buildings. We would also locate fencing in such a way so as not to interfere with businesses open during event times. Toasty Beavers will provide security to ensure there are no underage drinking violations. As mentioned above, we will be using a two wristband procedure to distinguish those that are of drinking age and those that are not over 21. It should be noted that under 21 attendees will be required to leave the event by 10 pm.

The promoter, Full Nelson Promotions, will set up their equipment starting at 5:00 pm Saturday May 17<sup>th</sup>, 2014. Start time of actual event will be 6:00 pm and end at approximately 9:00pm for the Kick Boxing, followed by a Street Dance immediately after the Kick Boxing event is over and Ending at 12:00 Midnight. We are currently in the process of securing a booking for a band that has yet to be determined. We intend to set up a sound stage facing towards the waterfront.

Toasty Beavers Sports Bar & Grill will work with the city to ensure that all appropriate insurance and any other requirements are met.

Thank you in advance for your consideration of this event.

Sincerely,

David Knapp & Gerald Knapp 218-779-1201  
Toasty Beavers Sports Bar & Grill



# CITY OF BEMIDJI

## ORDINANCE NO. , 3<sup>RD</sup> SERIES

### AN ORDINANCE AMENDING THE CITY OF BEMIDJI COUNCIL-MANAGER CHARTER AMENDING SECTION 2.05 (Vacancies) and 4.03 (Special Elections)

#### THE CITY OF BEMIDJI DOES ORDAIN:

**SECTION 1.** The City of Bemidji Council-Manager Charter, Section 2.05 entitled "Vacancies", is hereby amended to read as follows:

**Section 2.05 VACANCIES.** An elective office becomes vacant when the person elected or appointed, or the incumbent thereto, dies before taking office or fails to qualify, resigns in writing filed with the city clerk, is convicted of a felony, ceases to reside in the city or ward from which elected, is absent from three consecutive regular council meetings except for excused absences as defined by a five-sevenths vote of the council, or is adjudged incompetent by a court of competent jurisdiction. In each such case the council shall by resolution declare the vacancy to exist. ~~The council shall forthwith appoint an eligible person to fill the vacancy until the next regular municipal election. In the event of a tie, the council shall determine the result by lot from those having the greatest number of votes.~~

~~If the council fails to fill the vacancy within 30 days following the declaration of a vacancy, the city clerk shall call for a special election to be held not sooner than 90 days and not later than 120 days following the declaration of the vacancy.~~

In the event there are 364 days or less remaining after the Council has declared a vacancy, the City Council must appoint a qualified replacement to complete the term of the vacated seat within 30 days of the declaration of vacancy.

In the event there are 365 days or more remaining after the Council has declared a vacancy, the City Clerk shall call for a special election (Section 4.03) to be held not sooner than 84 days and not later than 145 days.

**SECTION 2.** The City of Bemidji Council-Manager Charter, Section 4.03 entitled "Special Elections", is hereby amended to read as follows:

**Section 4.03 SPECIAL ELECTIONS.** The council may by resolution order a special election and provide all means for holding it. The city clerk shall give at least two weeks published notice of a special election. The procedure at such election shall conform as nearly as possible to that prescribed for other city elections.

When a special election is required to fill a vacant office, the special election shall occur on a date established by the City Council. The time allowed for the filing of candidates for such office shall be not less than 14 calendar days after the Council declares the vacancy. The special election, or a special primary election if needed,

shall be held within 70 days of the deadline for filing. A special primary election shall be held if more than two candidates file for such office, with the two candidates receiving the most votes proceeding to the special election, except that if one candidate receives greater than 50 percent of all votes cast at the special primary election, that candidate shall be declared the winner and no special election shall be held. When a special primary election is held and no candidate receives greater than 50 percent of all votes cast, the special election shall be held not more than 56 days thereafter.

**SECTION 2.** This ordinance shall become effective ninety (90) days after its passage and publication according to law.

Ayes:  
Nays:  
Absent:

First Reading:  
Second Reading:  
Final Reading:

ATTEST:

APPROVED:

\_\_\_\_\_  
Kay M. Murphy, City Clerk

\_\_\_\_\_  
Rita C. Albrecht, Mayor

# COUNCIL AGENDA ITEM



**Meeting Date:** April 21, 2014

**Action Requested:** Authorization to Publish a Summary of an Ordinance

**Prepared By:** Kay M. Murphy, City Clerk *Kay*

**Reviewed By:** John Chattin, City Manager

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

**LEGAL ADVERTISEMENT**

ORDINANCE NO. 99, 3<sup>RD</sup> SERIES: AN ORDINANCE AMENDING THE CITY OF BEMIDJI COUNCIL-MANAGER CHARTER AMENDING SECTION 2.05 (Vacancies) and 4.03 (Special Elections).

This Ordinance was approved by the City Council on Monday, April 21, 2014. This Ordinance shall become effective 90 days after publication.

A complete copy of the Ordinance is available by contacting the City Clerk, 317 4<sup>th</sup> Street NW, Bemidji, MN 56601 (218-759-3570) or may be viewed on-line at [www.ci.bemidji.mn.us](http://www.ci.bemidji.mn.us).

**Recommendation:**

Authorize publication of Ordinance summary.