

# ***BEMIDJI CITY COUNCIL*** ***CITY OF BEMIDJI***

## **NOTICE OF REGULAR MEETING PURSUANT TO MINNESOTA STATUTES SECTIONS 13D.04 AND 13D.021**

### **NOTICE OF PUBLIC AFFAIRS COMMITTEE MEETING BY TELEPHONE OR OTHER ELECTRONIC MEANS**

**NOTICE IS HEREBY GIVEN** that the City of Bemidji will hold a Public Affairs Committee Meeting on Tuesday, May 26, 2020 at 1:00 p.m. at Bemidji City Hall.

In accordance with the requirements of Minn. Stat. Sections 13D.04 and 13D.021, Mayor Rita C. Albrecht, has determined that an in person meeting is not practical or prudent because of a health pandemic and Peace Time State of Emergency, declared under Chapter 12 of the Minnesota Statutes.

Because of the health pandemic and Peace Time State of Emergency, it has been determined that attendance at the regular meeting location by members of the public is not feasible.

Because of the health pandemic and Peace Time State of Emergency, it has been determined that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not feasible.

Therefore, some or all of the members may be participating by telephone or other electronic means.

**To join by video conference, go to Cisco Webex website, click on join in the upper right corner and enter information below (access will open at 12:30 p.m.):**

**Meeting number (access code): 126 430 1384**

**Meeting password: Bemidji56601 (23643545 from phones & video systems)  
Click Join Meeting**

**To join by phone, dial: +1-408-418-9388. Follow the prompts and use the following access codes (access will open at 12:30 p.m.):**

**Meeting number (access code): 126 430 1384**

**Meeting password: Bemidji56601 (23643545# from phone & video systems)**

# **PUBLIC AFFAIRS COMMITTEE AGENDA**

***May 26, 2020 ~ 1:00 p.m.  
City Hall***

(Administration, Personnel, Legal, Finance, PEG Access, Municipal Liquor, Police & Fire)

1. CALL TO ORDER
2. CONSIDER MEASURES TO ASSIST OUTDOOR SEATING FOR RESTAURANTS/LIQUOR ESTABLISHMENTS
3. DISCUSS LOTS 9-12, BLOCK 5, LESS THE SOUTH 37 FEET, CARSON'S ADDITION TO BEMIDJI, PARCEL 80.01990.00
4. ADJOURN

## ***MISSION STATEMENT***

*Provide leadership and coordination for the City Council in public policy areas related to:*

- *Internal council policies and procedures*
- *External relations to other units of government and service providers*
- *Community governance and civic relations*
- *Advisory boards and commissions*



City Manager's Office

**TO:** Public Affairs committee  
**FROM:** Nate Mathews, City Manager  
**DATE:** May 22, 2020  
**RE:** Consider policies to assist restaurants/bars with June 1 opening

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Governor Walz on May 20 announced that restaurants and bars would be allowed to reopen on June 1 for on-premise consumption, only in outdoor areas. DEED released "Industry Guidance for Safely Reopening: Restaurants and Bars" which includes the following restrictions:

- Tables must be 6 feet apart.
- Maximum on premise capacity is limited to 50 people.
- Dining parties limited to 4 persons, or 6 persons if part of one family unit.
- Reservations are required, no walk-up customers are allowed.
- Workers must wear masks or face shields, and customers are strongly encouraged to wear face masks while waiting for food.

The City of Bemidji Council and staff have been working to review how we can help our Bemidji restaurants and bars to expand outdoor seating and safely reopen on June 1. We have held numerous conversations with various businesses to assess the correct strategies. This memo will summarize some of the major issues with recommendations for the committee and Council to consider.

1. Allowing the use of ROW for expanded business use through October 1
  - a. Current City sidewalk permits will be issued with no fee.
  - b. Business owners can request the use of sidewalks and/or street parking stalls in front of their restaurants and bars through October 1 to enable outdoor customer seating.
  - c. The idea of establishing a temporary 1-way street grid in the downtown area was proposed, however after further discussion that concept does not feel necessary at this time. The use/closure of sidewalks and parking stalls on a case-by-case basis by individual establishment appears to be a more customized and potentially less confusing solution, particularly since retail is dialing back up and restaurants are limited to 50 customers at a time on a reservation-only basis.

2. Allowing expansion of on-premise alcohol sales through October 1 (Both “sidewalk patio cafes” or on private property)
  - a. The City Clerk will need to facilitate with the State of MN and all alcohol establishments to create or extend their outdoor patio space on private property.
  - b. The City will allow expanded patio-type use of a premise to extend into the ROW for on-sale alcohol sales by entering into an encroachment agreement with an establishment. We are creating a special permit agreement which will be available for review on Tuesday.
  - c. The City staff can assist with barricades, cones, and finding picnic tables.
  - d. Dram Shop insurance must cover the expanded premise use.
  - e. Because of the longer term use of the ROW and many residential properties downtown, staff recommend that ROW alcohol sales end at 10pm every night.
  - f. City will need to be included as an additional insured party.
  - g. The City Council must approve individual alcohol related requests. Special City Council meetings can be scheduled to assist in moving requests along as soon as we can.
  
3. Allowing for the rebate of liquor license fees
  - a. The City Council can consider a rebate of City liquor license fees to reflect the loss of business due to State-forced closures. At this time I recommend the City rebate of anywhere between 3 to 6 months of liquor license fees to license holders. Our Finance Department estimates that a rebate of 3 months of liquor license fees (March, April, May) will result in a \$25,000 reduction in General Fund Revenues.

On Friday, May 29, a Special WebEx Meeting of the City Council has been scheduled at 1:00 pm to adopt any recommendations coming from the Public Affairs Committee and also approve any ROW use requests that we receive May 27-29. We have scheduled this meeting Friday for businesses that would like to make preparations over the weekend to open on June 1. Our next Regular Council meeting after that would be June 1 itself at 6:00 pm, and then, as previously stated, we could schedule a Special Meeting above and beyond our Monday Regular and Work Session meeting slots if necessary.



City Manager's Office

**TO:** Public Affairs committee  
**FROM:** Nate Mathews, City Manager  
**DATE:** May 22, 2020  
**RE:** Discuss Carson's Addition parcel 80.01990.00

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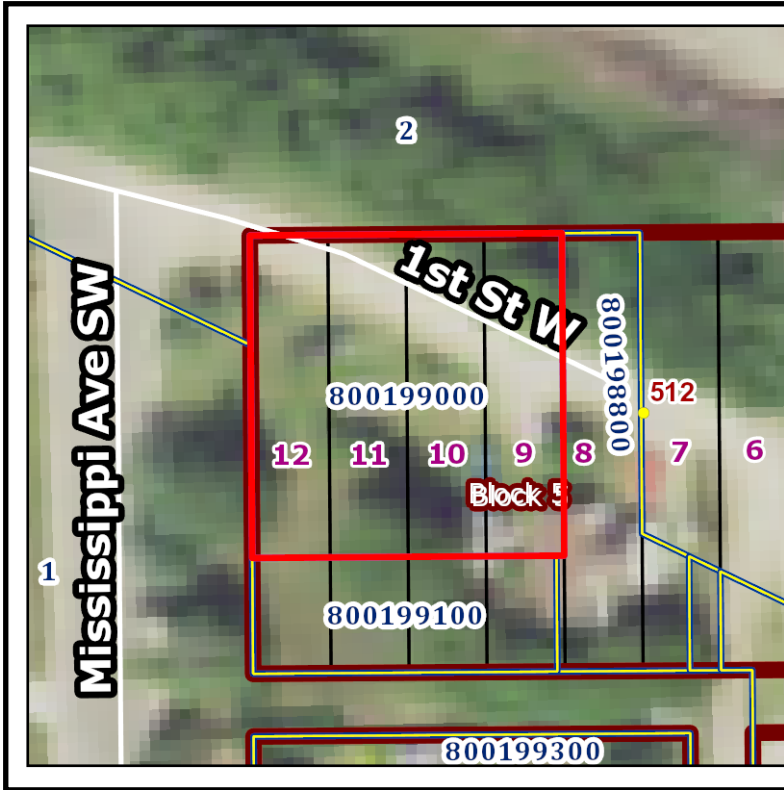
In 1967 the City of Bemidji received the attached parcel of land from the State of MN under a special deed arrangement that the land be utilized for public use/park use. Over the years in it appears location/use of 1<sup>st</sup> Street W has modified and some private sewer lines have been installed to the sewer main on Mississippi Ave SW. Prosper Properties, LLC, the neighboring property owner, is combining parcels surrounding our property so City staff have been reviewing the land on this block recently, and the intended use of this property by the City has come under inquiry.

I have shown this parcel to our Parks Director Marcia Larson, and the City has no intention of developing this parcel as a public park. Staff would like to review this land with the Committee to get your thoughts and any direction from you if this is in the public interest to own. If the City does not see the need to own this parcel any longer, because we received this parcel as a Use Deed, there will be a process we would need to undertake with the State, and the City Attorney can advise us on this and on the next steps. A portion of the north section of this land may need to be surveyed to create either an easement or dedicated street ROW prior to any action taken.

# Bemidji, MN General Property Information

Beltrami County makes no representation or warranties expressed or implied, with respect to the reuse of data provided herewith, regardless of its format or the means of transmission. There is no guarantee or representation to the user as to the accuracy, currency, suitability, or reliability of this data for any purpose. The user accepts the data 'as is', and assumes all risks associated with its use. Beltrami County assumes no responsibility for the actual or consequential damage incurred as a result of any user's reliance on this data. Created from Beltrami Online Mapping Site. Sources: Beltrami County, City of Bemidji, USGS, USDA, MNDNR.

Report Date: 5/22/2020



**Parcel ID:** 800199000

**Owner:** CITY OF BEMIDJI

**Property Address:**

**Owner(secondary):**

**Property Address 2:**

**Owner Address:** 317 4TH ST NW

**Property Address 3:**

**Owner Address 2:**

**Property City, State, Zip:**

**Owner City, State, Zip:** BEMIDJI, MN 56601-3116

**Plat, Lot, Block:** CARSON'S ADD. TO BEMIDJI  
009 005

**Calculated Acreage:** 0.24

**Twp/Range/Section:** 146/033/17

**Class & Description:** :MUNICIPAL PUB-OTHER

**Area (sq.ft.):** 10299.9847

**Perimeter (feet):** 406

**Tax Description:** Sect-17 Twp-146 Range-033 CARSON'S ADD. TO BEMIDJI Lot-009 Block-005 & LOTS 10 - 12 LESS S 37'

### School District:

**ESN - Fire:** BEMIDJI FD

**ESN - Law Enforcement:** BEMIDJI PD

**ESN - Ambulance:** BEMIDJI AMB/WEST

**ESN - First Responder:** WEST

**Commissioner District:** DISTRICT 2

**Bemidji Wards:** WARD 4

**Zoning:** B2





These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

## Mississippi & 1st Park



1-564

Date: 5/20/2020

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

EMILY A WILLIAMS  
 Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community  
 City of Bemidji GIS, Prepared by: Associates, Inc.

800199500 ROBERTA SAUVE

800199300 LEILA A BRUNI

800204200 BURFORD HOMES LLC

800204400 NAISH BRIAN MCKINNON

800199100 PROSPER PROPERTIES LLC

800198700

800203100 PAUL A DOWHOWER

800203300 PAUL A DOWHOWER

800203300 PAUL A DOWHOWER

800199000 MISSISSIPPI & 1ST PARK CITY OF BEMIDJI

800198512

PROSPER PROPERTIES LLC

800199600 BENJAMIN VANWERT

107

107

512

42

1

115

115

Mississippi Ave SW

6" MAIN GRAY

6" DIP

1st St SW

Irvine Ave NW

2

VACANT

VACANT

