

BEMIDJI CITY COUNCIL AGENDA – REVISED

Monday, May 6, 2019

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



ROLL CALL

PLEDGE OF ALLEGIANCE TO THE FLAG

SWEARING IN CEREMONY – POLICE OFFICERS & RESERVES

AMENDMENTS TO AGENDA

MINUTES

- | | |
|------------------|----------------|
| 1) Work Session | April 8, 2019 |
| Council Meeting: | April 15, 2019 |
| Board of Review: | April 22, 2019 |
| Work Session: | April 22, 2019 |
| Work Session: | April 29, 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 \$1,127,589.69
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$95,368.25
- 4) General Business License Approvals for 2019
- 5) Temporary 1-4 Day On-Sale Alcohol Permit – Jaycees Water Carnival
- 6) Resolution Approving the Site & Related Requests for the 75th Annual Jaycees Water Carnival
- 7) Approve Paint Removal Quote – Carnegie Restoration – City Project 18-07
- 8) Approve Change Order No. 7 – Carnegie Restoration – City Project 18-07
- 9) Travel Authorization – CGMC Lobby Day – May 8, 2019 - Meehlhause, Johnson
- 10) Travel Authorization – MN Mayors Together – May 16-17, 2019 - Albrecht

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.**

PUBLIC HEARING

- 11) Hold Public Hearing Regarding the MS4 Permit - Storm Water Pollution Prevention Program (SWPPP)

NEW BUSINESS

- 12) Summary of the City Manager’s Performance Review
- 13) Consider MnDOT Request for Highway 197 Letter of Support
- 14) VisitBemidji Discussion

ORDINANCES

- 15) First Reading of an Ordinance Amending an Uncoded Section of Bemidji City Code Pertaining to Alley Vacation (Block 2, Henderson’s 3rd Addition to Bemidji)

- 16) Final Reading of an Ordinance Amending an Uncoded Section of Bemidji City Code Pertaining to Street Vacation (Industrial Park)
 - Authorization to Publish a Summary of Said Ordinance

- 17) Final Reading an Ordinance Vacating/Revoking Ordinance No. 157, 3rd Series, and Amending an Uncoded Section of Bemidji City Code Pertaining to Alley Vacation
 - Authorization to Publish a Summary of Said Ordinance

UPCOMING MEETINGS

- | | | |
|-------------------|----------------|-------------------------------------|
| • Tuesday, May 7 | 6:00 p.m. | Joint LGU Meeting (City Hall) |
| • Monday, May 13 | 5:30 p.m. | Joint Meeting with County |
| • Monday, May 20 | 6:00 p.m. | Council Meeting |
| • Monday, May 27 | HOLIDAY | |
| • Tuesday, May 28 | 5:30 p.m. | Work Session (MnDot-197 ROW) |
| • Monday, June 3 | 6:00 p.m. | Council Meeting (Chat-About: Beard) |

MAYOR AND COUNCIL REPORTS

- Please limit your committee reports to 4 minutes

ADJOURN

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Work Session – Monday, April 8, 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, April 8, 2019, at 5:30 p.m. in the Chambers of City Hall, Mayor Pro Tem Erickson presiding.

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

Staff Present: City Manager Nate Mathews, Finance Director Ron Eischens, City Attorney Al Felix, Public Works Director/City Engineer Craig Gray, City Clerk Michelle Miller

Mayor Pro Tem Erickson stated the purpose of the work session was for 2018 Year End Financial Review and 2020 Financial Management Plan. A policy for small cell wireless facility equipment was added by staff. **Motion by Meehlhause, seconded by Beard to approve the agenda as amended. Motion carried by unanimous vote.**

2018 Year-End Financial Review

Eischens reviewed the City's general fund which reflects a deficit of \$123,090. This deficit is the result of decisions made by the city, mostly involving use of reserves summarized as follows:

- \$381,014 – transfer to Carnegie Project, including \$100,000
- \$315,700 – down payment on ladder truck, reduces 2019 deficit
- \$254,000 – transfer to liquor fund as part of bond sale
- \$ 34,000 – consultant services for ice study

Eischens noted that the special revenue construction fund has reserves of \$2.8 million. This amount represents special assessments collected on old street projects and accumulated Tourist Information Center rent. The City Engineer lists \$4.2 million of proposed uses for these reserves. Other items not on this list include Tourist Information Center maintenance or improvements, parking commitment (\$350,000) and further Historic Depot repairs.

Eischens stated that the City liquor stores had another successful year ranking 12th statewide include metro area stores. Sales increased 1.5% with operating profits of \$544,000. Liquor profits contributed \$451,000 in 2018 to reduce property taxes, equal to a 7.8% tax levy. The liquor fund has \$317,000 in unrestricted cash after projected construction costs and bond limitations. One item to keep mind is the commitment to repay the construction reserve account from the liquor fund of \$50,000 annually for five years for the Veteran's Home contribution. He noted that the new First City Liquor store is set to open sometime in May 2019.

Staff recommended Council approve a resolution designating fund balances as follows:

- General Fund cash flow and other unplanned expenses at \$5,888,395.
- Eliminate designated fund balance for the Carnegie Project of \$100,000.

RESOLUTION NO. 6218: Designating Fund Balances was offered by Councilmember Meehlhause, who moved its adoption, and upon due second by Councilmember Thompson was passed by unanimous vote.

2020 Financial Management Plan (FMP)

Eischens noted potential issues for the 2020 Financial Management Plan:

- Personnel Costs
 - Wage and benefit increases per union contracts
 - Payroll taxes and PERA costs on wage increases
 - Community Development Director position
 - Auto theft grant may not be continued
 - New facilities technician/manager position
 - New street department employee related to annexation, hired fall 2020
 - New police officer scheduled for January 2021
 - State increase to employer and employee contributions to PERA
 - Workers' compensation premium increases
- Water/Wellfield PFC and WWTP Issue
- Neilson Reise Arena
- Sidewalk Snow Removal
- 2020 Presidential Primary Election (additional election to the primary and general)
- Administrative/User Fees
- Sanford Center subsidy and additional capital replacement

Potential new or additional revenue sources:

- Franchise fees
- State bonding funds
- Special Use/Hospitality tax/sales tax
- LGA increase
- New Construction

No action was taken at this time. Council will meet in June to discuss further.

Small Cell Wireless Facility Equipment Policy

Felix stated that the Federal Communications Commission is allowing the installation of small wireless facilities on city street light fixtures and poles. While cities cannot regulate the installation of the equipment, they can adopt aesthetic standards for these wireless facilities. The deadline to adopt and publish a policy is April 15. Staff have drafted a proposed Small Cell Wireless Facility Equipment Policy regarding the Aesthetic Design, Review and Construction Criteria for Street Light Fixtures and Poles Installed in Conjunction with Small Cell Wireless Facility Equipment. This policy would require a permit for installations within the public right of way, and collocation agreements on City of Bemidji owned infrastructure.

Motion by Meehlhause, seconded by Beard to adopt the Small Cell Wireless Facility Equipment Policy as presented and direct staff to publish on the city website. Motion carried by unanimous vote.

Adjourn

There being no further business, motion by Meehlhause, seconded by Johnson, to adjourn the meeting. Motion carried. Meeting adjourned at 7:11 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Regular Meeting – April 15, 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, April 15, 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, Thompson.

Staff Present: City Manager Nate Mathews, City Attorney Alan Felix, Finance Director Ron Eischens, Public Works Director/City Engineer Craig Gray, Deputy City Clerk Bobbi Karpinski

AMENDMENTS TO AGENDA

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

MINUTES

The following minutes were presented for approval:

Council Meeting: March 25, 2019
Work Session: April 1, 2019

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

CONSENT AGENDA

Beard requested the Renewed Resolution Calling on the United States Congress to Address Climate Change by Passing the *Energy Innovation and Carbon Dividend Act of 2019* be pulled for discussion. Johnson was added to the travel authorization for the 2019 MN Airports Conference. The following Consent Agenda items were presented for approval. **Motion by Thompson, seconded by Johnson, to approve the Consent Agenda items as follows:**

- 1) Claims Submitted by Finance Officer in the amount of \$816,301.31
- 2) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$80,840.33
- 3) Approve Temporary Consumption & Display Permit
- 4) Approve Special Event Request (Trail Use) – Bemidji Angel Fund 5k
- 5) **RESOLUTION NO. 6219:** Approving Temporary Off-Premises Alcohol Permit and Street Closure for the Bemidji Brewing Block Party
- 6) **RESOLUTION NO. 6220:** Accepting Donation from Daniel Roberts (Parks)
- 7) **RESOLUTION NO. 6221:** Accepting Donation from North Country Snowmobile Club (Library)
- 8) **RESOLUTION NO. 6222:** Bemidji City Council to Not Waive the Monetary Limits on Tort Liability Established by M.S. 466.04 and Appointing Insurance Agent of Record
- 9) Approve Quote for Construction of Nymore Outdoor Hockey Rink to Frenzel Construction (\$98,640)
- 10) Approve Change Orders No. 1 & 2 for the New City Liquor Store
- 11) Approve Change Orders No. 5 & 6 for Carnegie Restoration Project
- 12) Travel Authorization – 2019 MN Airports Conference – April 24-26 – Beard & Johnson

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

Jeff Kossow, Executive Director of the Sanford Center, thanked council for their support throughout his time at the Sanford Center.

Jake Atencio, student at Trek-North High School in Bemidji, is asking for support from council to work collaboratively with Beltrami County to build a community outreach program specializing in mental health and job coaching.

REPORTS

Bemidji Youth Advisory Commission & BSU – No appearance

District 5A Representative John Persell-Legislative Update

Persell updated the council on discussions taking place within the State legislative system specifically mentioning the bonding bill and the effort he will be putting forth on getting funding for a new well for the City of Bemidji.

Friends of the Carnegie Library Update

Denise Koenigsberg, Architect, WSN, reported the progress of the renovation at the Carnegie and gave a tentative completion date of July 3, 2019.

Cathy Marchand, Treasurer, Friends of the Carnegie Library, reported they have raised an additional \$42,000 since last June. They plan to start a children's reading program called "Story Time at the Carnegie." Grand reopening is planned for Saturday, August 10, 2019.

NEW BUSINESS

Consider Special Event Request (Street Closure) – Bemidji Sculpture Walk

The Bemidji Sculpture Walk group submitted a request to close Beltrami Avenue NW between 3rd and 4th Streets NW for a 20th Anniversary Arts Festival event on Saturday, June 22, 2019 from 1:00-10:00 p.m. with the actual event from 4:00-8:00 p.m. No alcohol will be on the public right of way. Staff has met with the event organizer and was also reviewed by the street, parks, fire and police departments with no specific issues being addressed.

Motion by Meehlhause, seconded by Thompson approving Special Event Request (Street Closure) Bemidji Sculpture Walk. Motion carried by unanimous vote.

Consider Adoption of City Water Supply Plan

Craig Gray presented the City Water Supply Plan, although not required to be adopted but recommended by the DNR. The plan asks the City to promote water conservation through this State wide initiative. Gray also stated that this is necessary before the City can obtain a permit for the construction of a new city well.

Motion by Erickson, seconded by Rivera adopting the City Water Supply Plan as presented. Motion carried by unanimous vote.

South Shore Drop-Off Road Project – City Project 19-05 – Select Design Alternative

Assistant City Engineer, Sam Anderson, discussed three conceptual designs by Freeberg & Grund as well as Alternative No. 4 from City staff. Alternatives 1 through 3 include a bus turnaround with options of handicapped parking while Alternative 4 provides approximately

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 7:56 p.m.

Respectfully submitted,

Bobbi Karpinski
Deputy City Clerk

BEMIDJI CITY COUNCIL BOARD OF REVIEW

April 22, 2019

Pursuant to due call and published notice, the Board of Review of the City of Bemidji met at City Hall on Monday, April 22, 2019, for the purpose of reviewing and correcting the assessment of properties within city limits of the City of Bemidji for the year 2019 payable in 2020. Chair Rita Albrecht called the meeting to order at 5:00 p.m.

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

City Staff: City Manager Nate Mathews, City Clerk Michelle Miller, Beltrami County Assessor's Office: Joe Skerik, Steph Rockensock

PRESENTATION BY ASSESSOR

County Assessor Joe Skerik stated that ratios are required to be between 90% and 105% which is estimated value compared to sale price. The following sales data reflects the timeframe of October 1, 2017 through September 30, 2018:

- In the City of Bemidji, values increased 6.3% overall, resulting from new construction and market adjustments to Residential, Commercial and Apartments.
- The adjusted residential ratio is at 94.01% with 209 sales.
- Commercial ratio is 93% with 20 commercial sales.
- Apartment values increased 9.8%.

Rockensock provided residential maps and information showing the areas of reassessing, the properties that sold and comparable information related to the sales.

PROPERTY OWNERS WISHING TO BE HEARD

Chair Albrecht opened the public hearing at 5:30 p.m.; hearing no comments, closed the public hearing at 5:31 p.m.

ASSESSOR'S RECOMMENDATIONS FOR ADJUSTMENTS FOR PROPERTY OWNERS WHO HAVE CONTACTED THE ASSESSOR DIRECTLY BY TELEPHONE OR WRITTEN COMMUNICATION

Skerik recommended the Council approve the adjustments to the Estimated Market Value (EMV) for property owners (commercial and residential) who have contacted the Assessor's office on the following parcels:

Residential Properties		Commercial Properties	
Parcel #	Changes to EMV	Parcel #	Changes to EMV
80.02973.00	-\$8,209	80.03773.00	-\$10,000
80.02192.00	-\$5,604	80.00469.03	-\$117,800
80.01460.00	-\$68,443	80.02994.00	-\$271,100
80.06162.00	-\$17,451	80.02995.00	-\$134,900
80.03992.00	-\$54,997	80.05536.00	-\$67,400
80.01229.00	-\$6,927	80.05533.00	-\$33,900
80.02698.00	-\$26,422	80.02936.00	-\$159,500
		80.03025.00	-\$44,400

Motion by Meehlhause, seconded by Thompson, accepting the 2019 adjustments as recommended by the County Assessor. Motion carried unanimously.

ADJOURN

Motion by Meehlhause, seconded by Rivera, to adjourn the meeting. Motion carried.
Meeting adjourned at 5:35 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Michelle R. Miller". The signature is written in a cursive, flowing style.

Michelle R. Miller
City Clerk

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Work Session – Monday, April 22, 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, April 22, 2019, at 6:00 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, Parks & Recreation Director Marcia Larson, City Clerk Michelle Miller

Mayor Albrecht stated the purpose of the work session was to review the Bemidji Ice Arena Study.

Ice Study

Larson provided background information since May 2018 when the City Council approved a professional services contract with 292 Design Group to conduct an Ice Feasibility Study. The focus of the study was the Neilson Reise Arena and to determine the role of the City in providing ice arena facilities in the community.

Tom Betti of 292 Design Group, along with Jeff King of Ballard King, stated that the purpose of the study was to conduct a needs assessment and feasibility study for the renovation and/or replacement of the Neilson-Reise Arena and assess the overall ice market in Bemidji.

King reviewed the market analysis and stated that the Bemidji area, based on unmet ice demand, cannot support a fifth sheet of ice. With the market analysis information, Betti provided a conceptual plan to construct a second sheet of ice attached to the Sanford Center with an estimated cost of \$10,472,519. Cost estimates of approximately \$6-10 million were also provided to renovate or replace the Neilson Reise Arena at the current location. King also provided operational cost estimates with various programming variables. The presentation was concluded by posing the question to council does the city want to continue being in the ice business.

Council discussed the following:

- The city should stay in the ice business
- The arena should stay in the existing location
- City offers community ice opportunities that are not available anywhere else
- Community discussion is necessary to obtain feedback

Adjourn

There being no further business, motion by Meehlhause, seconded by Beard, to adjourn the meeting. Motion carried. Meeting adjourned at 8:01 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Work Session – Monday, April 29, 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, April 29, 2019 at 5:30 p.m. in the Conference Room of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Beard, Johnson, Rivera, Erickson, Thompson (arrived 5:35).

Staff Present: City Manager Nate Mathews

Mayor Albrecht stated that the purpose of the meeting was to conduct the City Manager's twelve-month performance review.

Motion by Meehlhause, seconded by Erickson, to close the meeting in accordance with Minnesota Statute Section 13D.05, Subd. 3(b) for the purpose of evaluating the performance of City Manager Nate Mathews. Motion carried unanimously. Meeting closed at 5:32 p.m.

Motion by Meehlhause, seconded by Beard, to reopen the meeting. Motion carried unanimously. Meeting reopened at 7:33 p.m.

Mayor Albrecht will summarize the Manager's performance at the next regular Council meeting on May 6, 2019.

ADJOURN

There being no further business, motion by Meehlhause, seconded by Beard, to adjourn the meeting. Motion carried. Meeting adjourned at 7:35 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk

Bill List Summary

May 6th, 2019

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
27024	MN Pollution Control Agency	1,240.00
27035 - 27158	See Attached List	<u>1,126,349.69</u>
		<u>\$ 1,127,589.69</u>
	TOTAL	\$ 1,127,589.69

Accounts Payable

Blanket Voucher Approval Document

User: denisea
Printed: 05/02/2019 - 9:34AM
Warrant Request Date: 05/07/2019
DAC Fund:



COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	AC Analytical & Consulting	000027035	40.00
2	Accela, Inc. #774375	000000000	4,212.00
3	Ace On The Lake	000027036	1,033.68
4	Acme Tools-Bemidji	000027037	508.15
5	Active Network, LLC	000027038	5,940.00
6	Altru Health System	000027039	418.00
7	Ameripride	000000000	1,461.64
8	Amey, Jeffrey	000000000	74.06
9	Anderson, Michael	000000000	129.99
10	Artisan Beer Company	000027040	1,573.75
11	Auto Value Bemidji	000027041	122.70
12	Baratto Brothers Construction	000027042	53,373.38
13	Barr Engineering Company	000027043	42,979.95
14	Battery Wholesale Inc-Bemidji	000027044	19.16
15	Bellboy Corporation	000000000	2,001.71
16	Beltrami County Auditor/Treasurer	000027045	43,533.79
17	Beltrami County Dare Advisory	000027046	1,031.86
18	Bemidji Area Chamber Of Commerce	000027047	450.00
19	Bemidji Coca-Cola Bottling Co, Inc	000027048	792.04
20	Bemidji Paper Sales, Inc.	000000000	1,358.82
21	Bemidji Welders Supply, Inc.	000027049	729.75
22	Bernick's	000000000	30,385.09
23	Bessler Wiebolt Electric	000027050	292.80
24	Beverage Wholesalers	000027051	53.65
25	Bluefin Payment Systems	000000000	1,769.87
26	Bob Lowth Ford, Inc.	000027052	80.00
27	Bob's Towing	000027053	125.00
28	Bonded Lock & Key of Bemidji	000027054	1,599.75
29	Books 'N More	000027055	14.50
30	Botzek, Luke	000000000	349.12
31	Boyer Mechanical Services	000027056	3,195.00
32	Braun Intertec Corporation	000000000	2,710.00
33	Breakthru Beverage Minnesota Wine & Spirits, LLC	000027057	10,311.06
34	Buena Vista Ski Area	000027058	72.00
35	Builders FirstSource	000027059	36.78
36	Carquest Auto Parts-Bemidji	000027060	19.31
37	Cenex Fleetcard	000027061	14,207.24
38	Chris Ellis Towing & Recovery	000027062	125.00
39	City of Bemidji	000000000	11,224.78
40	City of Minneapolis	000027063	442.80
41	Comm of MMB, Treas. Division	000027064	140.00
42	Complete Concrete Works Inc.	000027065	735.00
43	Core & Main	000027066	2,765.29
44	Crossroads Auto Glass	000000000	1,500.00
45	D & D Beverage, LLC	000000000	1,841.40

Page Total: \$245,779.87

Line	Claimant	Voucher No.	Amount
46	D-S Beverages	000027067	34,902.23
47	Dakota Supply Group, Inc.	000000000	179.59
48	Davies, Reese	000000000	109.00
49	Department of Employment/Econ.Dev.	000027068	1,467.29
50	DEUTSCHE BANK NTL TRUST	000027069	45.73
51	Digital Ally, Inc.	000027070	145.00
52	Earl F. Andersen, Inc.	000027071	1,533.05
53	Eineichner, Trent	000000000	236.32
54	Eurofins Eaton Analytical, LLC	000027072	14,205.00
55	Evolve Creative	000027073	300.00
56	Fed Ex	000027074	67.12
57	Fenner, Kevin	000000000	49.88
58	Ferguson Waterworks #2516	000027075	351.15
59	Fire Safety U.S.A. Inc.	000027076	2,657.75
60	Forestedge Winery	000027077	828.00
61	Forum Communications Company	000000000	162.00
62	Frenzel Construction, Inc.	000027078	267.00
63	Frontier Electric of Bemidji, Inc.	000027079	755.44
64	Gage, Jessica	000027080	556.11
65	Grand Forks Fire Equipment LLC	000000000	104.86
66	Gregg's Plumbing & Heating	000027081	380.00
67	Guardian Pest Control, Inc	000027082	510.97
68	Hach Company	000027083	386.55
69	Hansen, David	000000000	169.95
70	Headwaters Unitarian	000027084	500.00
71	Heiman, Inc	000000000	1,824.12
72	Heimkes, Paul R.	000027085	5,420.00
73	Hero's Timing	000027086	890.00
74	Hesch Construction, LLC	000027087	52,784.00
75	Hokuf, Sharon	000027088	245.00
76	HotsyMinnesota.Com	000027089	996.76
77	Ink Spot Press	000027090	672.05
78	Innovative Office Solutions, LLC	000027091	990.08
79	Jefferson Fire & Safety, Inc.	000027092	4,981.10
80	Jim Hirt Trucking, Inc	000027093	1,955.52
81	Joe's Northwoods Pest Control	000027094	107.50
82	Johnson Bros., Inc.	000027095	33,387.16
83	Kennedy & Graven Charter	000027096	1,088.00
84	Kerby, Bryan	000000000	20.00
85	KGI Wireless	000027097	1,000.00
86	Kitchigami Regional Library	000027098	75,482.00
87	Kraus-Anderson Construction Co.	000027099	1,611.00
88	Larson, Marcia	000000000	218.08
89	Lauderbaugh, Carol	000000000	15.00
90	Lawson Products, Inc.	000027100	534.79
91	LaZella, Dave	000000000	68.00
92	League of MN Cities	000027101	4,240.42
93	Locators & Supplies, Inc.	000000000	1,682.11
94	Lou's Gloves	000027102	174.00
95	M&T Excavating, Inc.	000027103	735.00
96	M&T Fire and Safety	000027104	968.00
97	Macqueen Emergency Group	000000000	320,248.09
98	Macqueen Equipment, Inc.	000000000	1,654.36
99	Mai, Casey	000000000	21.26
100	Maid In Bemidji, Inc.	000000000	309.00
101	Marco, Inc.	000000000	748.33
102	Mastin, Mike	000000000	102.00

Page Total: \$576,042.72

Line	Claimant	Voucher No.	Amount
103	McKinnon Co., Inc.	000027105	17,180.95
104	McMaster-Carr Supply Co.	000000000	106.68
105	Menards-Bemidji	000000000	543.33
106	Miller, McDonald, Inc.	000027106	20,000.00
107	Miller, Kent	000000000	378.73
108	Mississippi River Cities and Towns Initiative	000027107	2,500.00
109	MN Crime Prevention Assn	000027108	11.77
110	MN Dept of Revenue ACH	000000000	54,482.00
111	MN Energy Resources	000000000	6,938.06
112	MN Pollution Control Agency	000027109	5,900.00
113	MN Revenue	000027110	787.50
114	MN Valley Testing Lab, Inc.	000000000	213.00
115	MoeCo Fire & Safety	000027111	259.70
116	Motorola Solutions, Inc.	000027112	1,184.00
117	MTI Distributing Co.	000027113	268.04
118	NAPA Auto Parts	000000000	443.34
119	Naylor Heating & Refrigeration, LLC	000000000	1,317.95
120	Nei Bottling, Inc.	000027114	287.95
121	Neopost-ACH	000000000	50.00
122	North Shore Analytical, Inc.	000027115	300.00
123	Northwoods Ice, Inc.	000027116	193.80
124	NW Tire, Incorporated	000027117	887.96
125	Occupational Development, Inc	000027118	266.40
126	Olson, Cory	000000000	197.74
127	OSI Environmental Inc.	000027119	100.00
128	Otter Tail Power Company	000027120	53,860.79
129	Paul Bunyan Communications	000027121	2,026.99
130	Paul Bunyan Mini Storage	000027122	91.00
131	Paustis & Sons	000027123	1,761.00
132	Petro Choice Lubrication Solutions	000027124	1,088.95
133	Phillips Wine & Spirits	000027125	24,444.08
134	Postmaster	000027126	350.22
135	PowerPlan OIB	000027127	1,443.93
136	Praetorian Digital	000027128	4,080.00
137	Priority Payment Systems	000000000	679.16
138	Richards Publishing Company	000027129	60.00
139	RMB Environmental Laboratories, Inc.	000027130	1,071.00
140	Roger's Two Way Radio, Inc.	000027131	1,789.71
141	Rupp, Anderson, Squires & Waldspurger, P.A.	000027132	875.00
142	Sadeks Repair & Welding, Inc.	000027133	4,005.72
143	Sanford Health	000027134	500.00
144	Saul Ewing Arnstein & Lehr LLP	000027135	3,200.00
145	Scheer, David	000027136	500.00
146	SGS North America, Inc.	000027137	2,250.00
147	Skumave, Kori	000000000	333.98
148	Smith, Christopher	000000000	99.99
149	Southern Glazer's of MN	000027138	31,143.78
150	Southside Tow & Rec, Inc	000027139	1,628.82
151	Spartz, Ron	000027140	15.00
152	Streicher's	000027141	1,290.94
153	Swank Motion Pictures, Inc.	000027142	615.00
154	T & K Outdoors, Inc.	000027143	160.00
155	Tawyea, Michael	000027144	400.00
156	TC Lighting Supplies & Recycling, Inc	000027145	1,485.00
157	Team Laboratory Chemical Corp.	000027146	1,512.00
158	Tires Plus of Bemidji	000027147	26.65
159	TM Autosports	000027148	539.00

Page Total: \$258,126.61

Line	Claimant	Voucher No.	Amount
160	True Brands	000027149	789.38
161	USA Bluebook	000027150	745.65
162	Valvoline Instant Oil Change	000027151	156.83
163	Verizon Wireless	000027152	280.08
164	Vinocopia, Inc.	000000000	1,216.75
165	VisitBemidji	000000000	26,502.29
166	W.D. Larson Companies LTD, Inc.	000027153	238.48
167	Wes Plumbing & Heating	000027154	3,659.10
168	White, Nicholas	000000000	199.99
169	Widseth, Smith & Nolting	000027155	11,646.25
170	Wine Merchants	000027156	340.00
171	Winebow	000027157	101.25
172	Worldpay Integrated Payments	000000000	98.48
173	WW Thompson Concrete Products	000027158	425.96
Page Total:			\$46,400.49
Grand Total:			\$1,126,349.69

Sanford Center Unpaid Bills Detail

Type	Invoice Amount
AmeriPride Services	1,289.43
Vendor Invoice	120.81
Vendor Invoice	235.56
Vendor Invoice	203.12
Vendor Invoice	77.54
Vendor Invoice	120.81
Vendor Invoice	120.81
Vendor Invoice	410.78
Ashley Carpenter-Mattson	469.76
Vendor Invoice	469.76
Bemidji Coca-Cola Company	55.80
Vendor Invoice	55.80
Bemidji Jaycees	878.08
Vendor Invoice	200.00
Vendor Invoice	478.08
Vendor Invoice	200.00
Bemidji Welders Supply, Inc.	390.80
Vendor Invoice	42.09
Vendor Invoice	202.81
Vendor Invoice	145.90
BSU Club Hockey	250.00
Vendor Invoice	250.00
Chem-Dry	6,855.33
Vendor Invoice	6,855.33
Constellation NewEnergy - Gas Division, LLC	4,948.36
Vendor Invoice	4,948.36
Dakota Supply Group	826.35
Vendor Invoice	41.87
Vendor Invoice	86.41
Vendor Invoice	105.61
Vendor Invoice	151.01
Vendor Invoice	188.90
Vendor Invoice	51.78
Vendor Invoice	200.77
Evan Corp	3,883.50
Vendor Invoice	3,883.50
G&R Controls, Inc.	2,438.20
Vendor Invoice	2,438.20
Granite City Armored Car, Inc.	41.37
Vendor Invoice	41.37
Jackie Meixner	578.82
Vendor Invoice	578.82
MailFinance	309.96
Vendor Invoice	309.96
NAPA	7.49
Vendor Invoice	7.49
Network Services Company	29.46
Vendor Invoice	29.46

NLFX	8,102.50
Vendor Invoice	1,100.00
Vendor Invoice	580.00
Vendor Invoice	1,125.00
Vendor Invoice	895.00
Vendor Invoice	2,150.00
Vendor Invoice	145.00
Vendor Invoice	585.00
Vendor Invoice	720.00
Vendor Invoice	802.50
Office Depot	186.78
Vendor Invoice	21.93
Vendor Invoice	14.35
Vendor Invoice	50.14
Vendor Invoice	100.36
Paul Bunyan Communications	3,116.68
Vendor Invoice	3,116.68
Photo Elevations, LLC	85.52
Vendor Invoice	85.52
Stittsworth Meats	56.09
Vendor Invoice	56.09
SupplyWorks	838.02
Vendor Invoice	701.76
Vendor Invoice	114.20
Vendor Invoice	22.06
T&K Outdoors, Inc	1,755.00
Vendor Invoice	1,755.00
Todavich Electric Inc.	320.00
Vendor Invoice	320.00
VenuWorks, Inc.	5,509.06
F&B Commissions	5,509.06
Manual Checks & Debits	52,145.89
NovaTime	271.50
US Foods	4,783.58
City of Bemidji	1,934.15
Marco Technologies LLC	441.19
Johnson Brothers Liquor	191.99
US Foods	1,725.86
Verizon	67.03
Minnesota Department of Revenue	40,057.00
McKinnon Company	1,249.90
US Foods	790.69
Holmes Murphy	633.00
Total	95,368.25

Reviewed by Sanford Center Finance Subcommittee via email on 5/1/19

GENERAL BUSINESS LICENSES - 2019

Type of License	Business Name	Business Location	Fee Paid
Beer - Off Sale			
	ORTON BEMIDJI TESORO	555 PAUL BUNYAN DR NW	\$95.00
Carnival			
	BEMIDJI JAYCEES	WITHIN BEMIDJI CITY LIMITS	\$240.00
Fireworks Non-exclusive			
	DOLLAR TREE STORES, INC.	2026 PAUL BUNYAN DR NW	\$100.00
	L & M FLEET SUPPLY, INC.	2740 PAUL BUNYAN DR NW	\$100.00



Other Liquor

DateEntered	DBA	Type	FeePaid	Misc
4/29/2019	BEMIDJI JAYCEES	1-4 Day Temporary On-Sale	\$120.00	Annual Water Carnival

RESOLUTION NO.

A RESOLUTION APPROVING THE SITE AND RELATED REQUESTS FOR THE 75th ANNUAL JAYCEES WATER CARNIVAL

WHEREAS, the Bemidji Jaycees, hereinafter referred to as “Jaycees”, have for many years sponsored and held an annual 4th 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 Jaycees are requesting use of Paul Bunyan Park for placement of their entertainment tent in the “festival area” located north of the Tourist Information Center on June 27 to accommodate Fishing Has No Boundaries. The Jaycees event will begin setup with food vendors on June 30 through July 7; and

WHEREAS, the Jaycees are requesting use of the westerly and center portions of the Sanford Center parking lot for placement of the Todd Meriam Midway Show, as well as an area for carnival employees’ campers in the east parking lot behind the Sanford Center, for the 2019 celebration. Setup will begin on June 30 with the Midway opening on July 3 through July 7; and

WHEREAS, the area to be used during this celebration includes the **Nymore Boat Landing and Parking Lot (July 4th)** for fireworks, and certain designated City streets for the Kiddie Parade as well as the Grand 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 City staff, and to submit appropriate applications and user and permit fees to the City Clerk; 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 June 30 (for setup) through July 9 (cleanup) for the purpose of the annual 2019 Bemidji Jaycees Water Carnival, is hereby authorized on the conditions noted above.

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:



Leadership Development Through Community Service

April 23, 2019

Bemidji City Council

Dear Mayor Albrecht and Bemidji City Council Members,

We are writing on behalf of the Bemidji Jaycees, a local 501(c)4 not-for-profit, requesting permission for the use of various locations within the city of Bemidji for the 75th Annual Bemidji Jaycees Water Carnival; the Sanford Center Parking Lot as the location for Merriam's Midway games, bingo and food vendors, Paul Bunyan Park as the location for our Entertainment Tent and some additional food vendors, access to Lake Boulevard on Saturday for the annual Kiddie Parade, Library Park on Saturday for the craft fair, and access and closure of the streets associated to staging and running the annual Grand Parade on Sunday. We would also like to hold our Color Run and Warrior March on the trail between the Sanford Center Parking lot and Paul Bunyan Park, as we did last year. These have been very successful additions to our Water Carnival events.

We will also be submitting an application to the Beltrami County Sheriff's Department for their approval to use Lake Bemidji for our traditional events on the water of the Fireworks and the Water Ski Shows. We may also have the Sail Boat Regatta again returning this year. We are still working on the details for that event.

Our event runs from Wednesday, July 3 to Sunday, July 7. We are asking to put up our Entertainment Tent in Paul Bunyan Park on Thursday, June 27. This would allow for Fishing Has No Boundaries to use our tent for their event that weekend. Following that, for purposes of additional set up and tear down, we ask for the use of the Sanford Center Parking lot starting June 30 and one day after our event, Monday, July 8. Your permission would be a tremendous step towards our fundraising goals to donate funds back in to our community. We are a dedicated and passionate group, and would be extremely respectful of the property, should your grant our request.

Thank you for your time and consideration, and we sincerely hope you will consider supporting the 75th Annual Bemidji Jaycees Water Carnival. We look forward to hearing from you soon.

Sincerely,

Josh Peterson

Josh Peterson
2019 Bemidji Jaycees President/Water Carnival Co-Chairman
218-209-1705
Joshua.peterson7@gmail.com

Eva Fisher

Eva Fisher
2019 Bemidji Jaycees Water Carnival Co-Chairman
218-766-8325
evarino@hotmail.com

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 8/1/2019 9:00 AM

Applicant Information

Organization Name

Bemidji Jaycees

Event Contact

Eva Fisher

Cell Phone

(218) 766-8325

Email

evaria@hotmail.com

Address

PO Box 293 Bemidji MN, 56601

Event Information

Event Name

Bemidji Jaycees Water Carnival

Event Date:

07/3/2019

Event Date(s)

Paul Bunyan Park - Entertainment Tent - July 3rd Kiddie Parade - Lake Boulevard - July

Park/Location Requested

Paul Bunyan Park Library Park City Streets City Parking Lot

Event Start Time (not including set-up)

3:12 PM

Event Finish Time (not including tear down):

7:01 AM

Set up Date/Time

Tent set up

Expected Daily Attendance

500

Event Description

Festival Walk/Fun Run

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

75th Water carnival

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 8/1/2019 9:00 AM

Event Features

Amplified Sound

Yes

List type of amplified sound

Music Bands; Microphones for lumberjack show and ski show

Electricity

Yes

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. • 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

Yes

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

Alcohol (Select One)

Temporary 3.2 Percent Malt Liquor License*

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:

Request to Use City Property

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

Number of Barricades Requested

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

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 8/1/2019 9:00 AM

Number of Benches Requested

Bike Racks Requested

Event Logistics

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.

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](#)

Street Closures

No Parking a) Applicant is responsible for posting signs. A "No Parking (Day and Time)" sign must be posted 24 hours before street closure with dispatch notified 218-333-9111 at time of posting. c) If any vehicles need to be towed on the day of the event, notify dispatch at 218-333-9111.

Event Maps

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

Applicant Signature

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 8/1/2019 9:00 AM

True : I agree to abide by the event guidelines and attest that all of the informaton 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 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**Document**



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.

<h1>Entertainment Tent and Vendors</h1>		Beltrami County Minnesota
1:1,959	Date: 3/16/2018	
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.		



Close Street Waterfront

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.

1:3,006

Beltrami County Minnesota

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

Date: 3/16/2018



Color run and March Route

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.

1:12,024

Beltrami County Minnesota

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

Date: 3/16/2018



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<h1>Kiddie Parade</h1>		Beltrami County Minnesota
1:7,836	Date: 3/16/2018	
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.		

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 6/30/2019 8:00 AM

Applicant Information

Organization Name

Bemidji Jaycees

Event Contact

Eva Fisher

Cell Phone

(218) 766-8325

Email

evarino@hotmail.com

Event Contact #2

Josh Peterson

Contact #2 Phone

(218) 209-1705

Address

PO Box 293 Bemidji MN, 56619

Event Information

Event Name

Bemidji Jaycees 75th Annual Water Carnival Bingo, Rides and Fireworks

Event Date:

06/30/2019

Event Date(s)

6/30/19-Setting up Bingo Tents and bringing in rides in Sanford Center parking Lot 7/1/19-Setting up rides and setting up food vendors in Sanford Center parking lot 7/3/19--7/7/19-Water Carnival runs with Bingo, rides and food vendors every day 7/4/19-Nymore park, Nymore landing and trail closure needed for Fireworks staging area beginning at midnight 7/4 and ending at 11:59pm on 7/4. No parking signs posted 9am on 7/3 to notify the public of the closure. 7/8/19-7/9/19-Tear down of bingo tents, food vendors and rides

Park/Location Requested

Nymore Park City Paved Trail (lakeshore/east west Trail)

Event Start Time (not including set-up)

8:00 AM

Event Finish Time (not including tear down):

11:59 PM

Set up Date/Time

6/30/2019

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 6/30/2019 8:00 AM

Expected Daily Attendance

1000

Event Description

Festival

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

6/30/19-Setting up Bingo Tents and bringing in rides in Sanford Center parking Lot 7/1/19-Setting up rides and setting up food vendors in Sanford Center parking lot 7/3/19--7/7/19-Water Carnival runs with Bingo, rides and food vendors every day 7/4/19-Nymore park, Nymore landing and trail closure needed for Fireworks staging area beginning at midnight 7/4 and ending at 11:59pm on 7/4. No parking signs posted 9am on 7/3 to notify the public of the closure. 7/8/19-7/9/19-Tear down of bingo tents, food vendors and rides

Event Features

Amplified Sound

Yes

List type of amplified sound

Sound system for Bingo

Electricity

Yes

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. • 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

Yes

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

Two 20x40 tents for bingo. 5-10 pop up tents for food vendors.

Alcohol (Select One)

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:

30

Request to Use City Property

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.

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 6/30/2019 8:00 AM

Number of Cones Requested

5

Number of Barricades Requested

3

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

Number of Benches Requested

Bike Racks Requested

0

Event Logistics

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.

Port-Able-John

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](#)

Street Closures

No Parking a) Applicant is responsible for posting signs. A "No Parking (Day and Time)" sign must be posted 24 hours before street closure with dispatch notified 218-333-9111 at time of posting. c) If any vehicles need to be towed on the day of the event, notify dispatch at 218-333-9111.

Event Maps

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 6/30/2019 8:00 AM

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

Applicant Signature

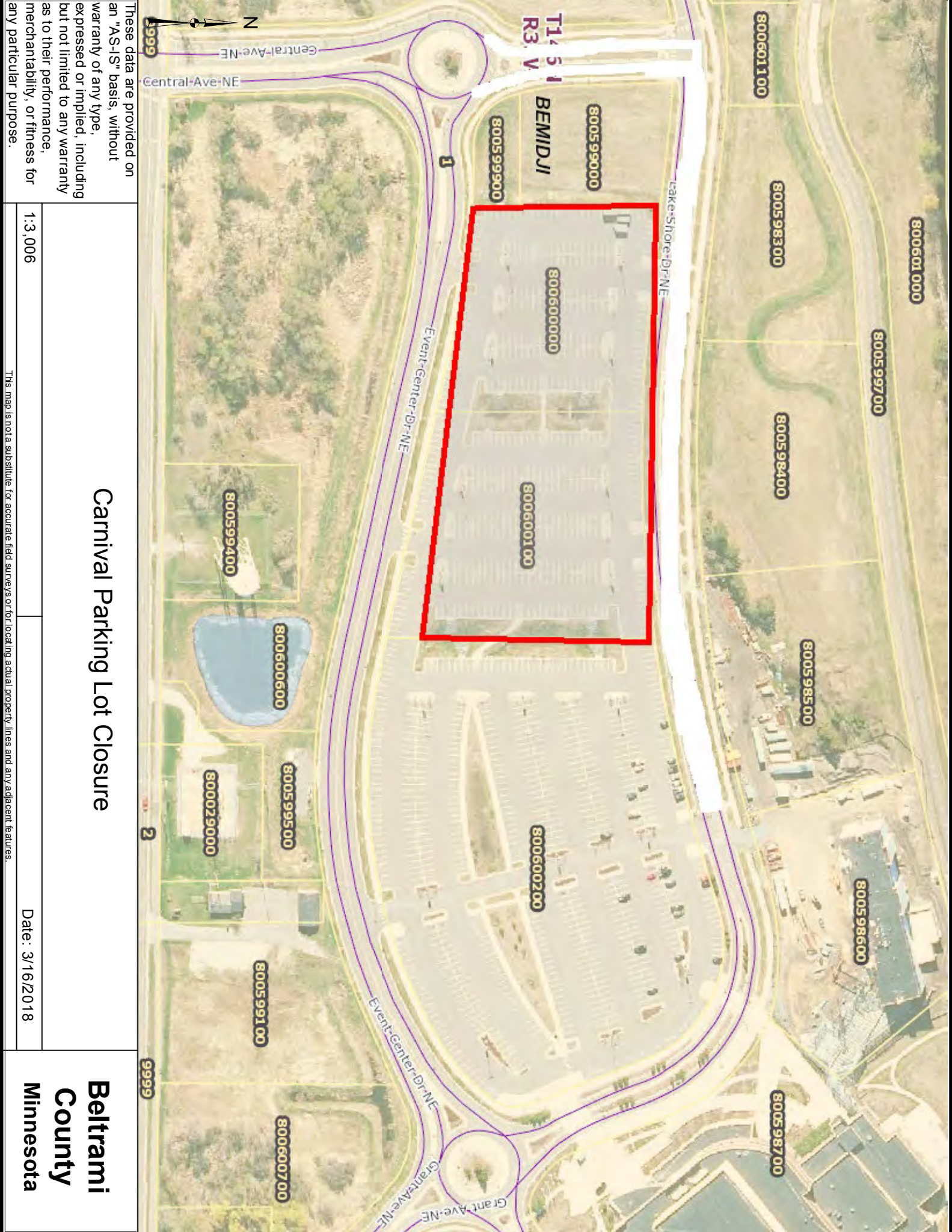
True : I agree to abide by the event guidelines and attest that all of the informaton in this application is correct.

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 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



Document



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.

Carnival Parking Lot Closure

1:3,006

Beltrami County Minnesota

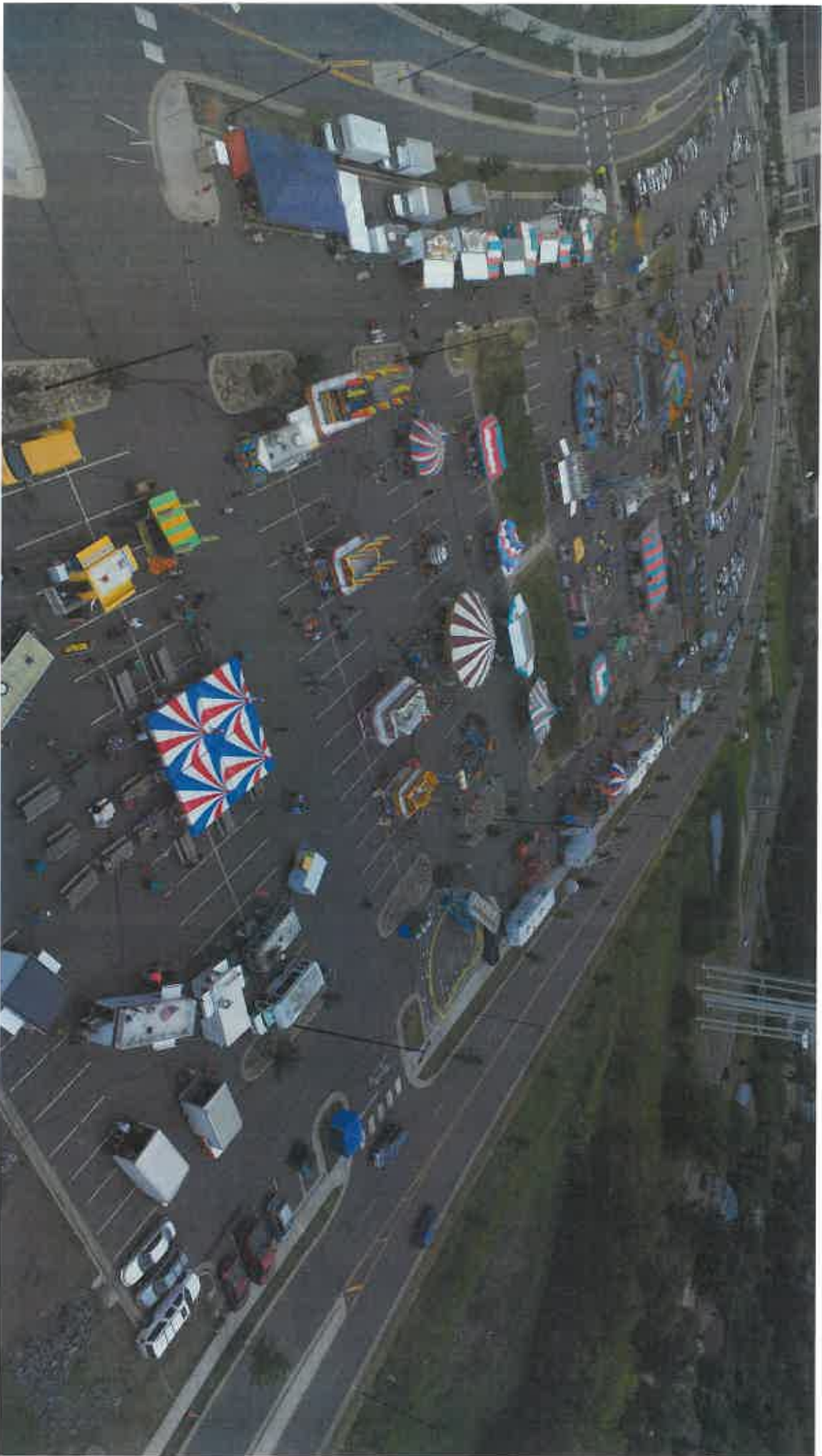
Date: 3/16/2018

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

● Merriams Midway

■ Proposed Options For Electrical/ Food Vendors





Sanford Lot 2019



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<h1>Fireworks Staging</h1>		Beltrami County Minnesota
1:1,959	Date: 3/16/2018	
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.		

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 7/7/2019 8:00 AM

Applicant Information

Organization Name

Bemidji Jaycees

Event Contact

Eva Fisher

Cell Phone

(218) 766-8325

Email

evarino@hotmail.com

Address

PO Box 293 Bemidji MN, 56619

Event Information

Event Name

Bemidji Jaycees 75th Water Carnival Grand Parade

Event Date:

07/07/2019

Event Date(s)

7/7-Parade line up will begin at 10am-3pm going from 16th street and Minnesota to the north to America Ave and Paul Bunyan Drive. Will need street closure. Parade route will need street closure from 11am-3pm from Minnesota Ave and 15th street going east on 15th st Beltrami Ave, south on Beltrami Ave to 3rd st, west on 3rd to Minnesota Ave to America Ave and North to 15th street.

Park/Location Requested

City Streets

Event Start Time (not including set-up)

10:00 AM

Event Finish Time (not including tear down):

3:00 PM

Set up Date/Time

7/7/2019 9:00 am

Expected Daily Attendance

1000

Event Description

Parade

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 7/7/2019 8:00 AM

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

7/7-Parade line up will begin at 10am-3pm going from 16th street and Minnesota to the north to America Ave and Paul Bunyan Drive. Will need street closure. Parade route will need street closure from 11am-3pm from Minnesota Ave and 15th street going east on 15th st Beltrami Ave, south on Beltrami Ave to 3rd st, west on 3rd to Minnesota Ave to America Ave and North to 15th street.

Event Features

Amplified Sound

Yes

List type of amplified sound

Sound systems used by parade units.

Electricity

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. • 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

Yes

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

Pop up tent for registration.

Alcohol (Select One)

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:

Request to Use City Property

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

10

Number of Barricades Requested

25

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 7/7/2019 8:00 AM

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

Number of Benches Requested

Bike Racks Requested

Event Logistics

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.

Port-Able-John

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](#)

Street Closures

No Parking a) Applicant is responsible for posting signs. A "No Parking (Day and Time)" sign must be posted 24 hours before street closure with dispatch notified 218-333-9111 at time of posting. c) If any vehicles need to be towed on the day of the event, notify dispatch at 218-333-9111.

Event Maps

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.

Special Event Application

Print Date

Fisher, Eva

2/19/2019

Special Event Requests - 7/7/2019 8:00 AM

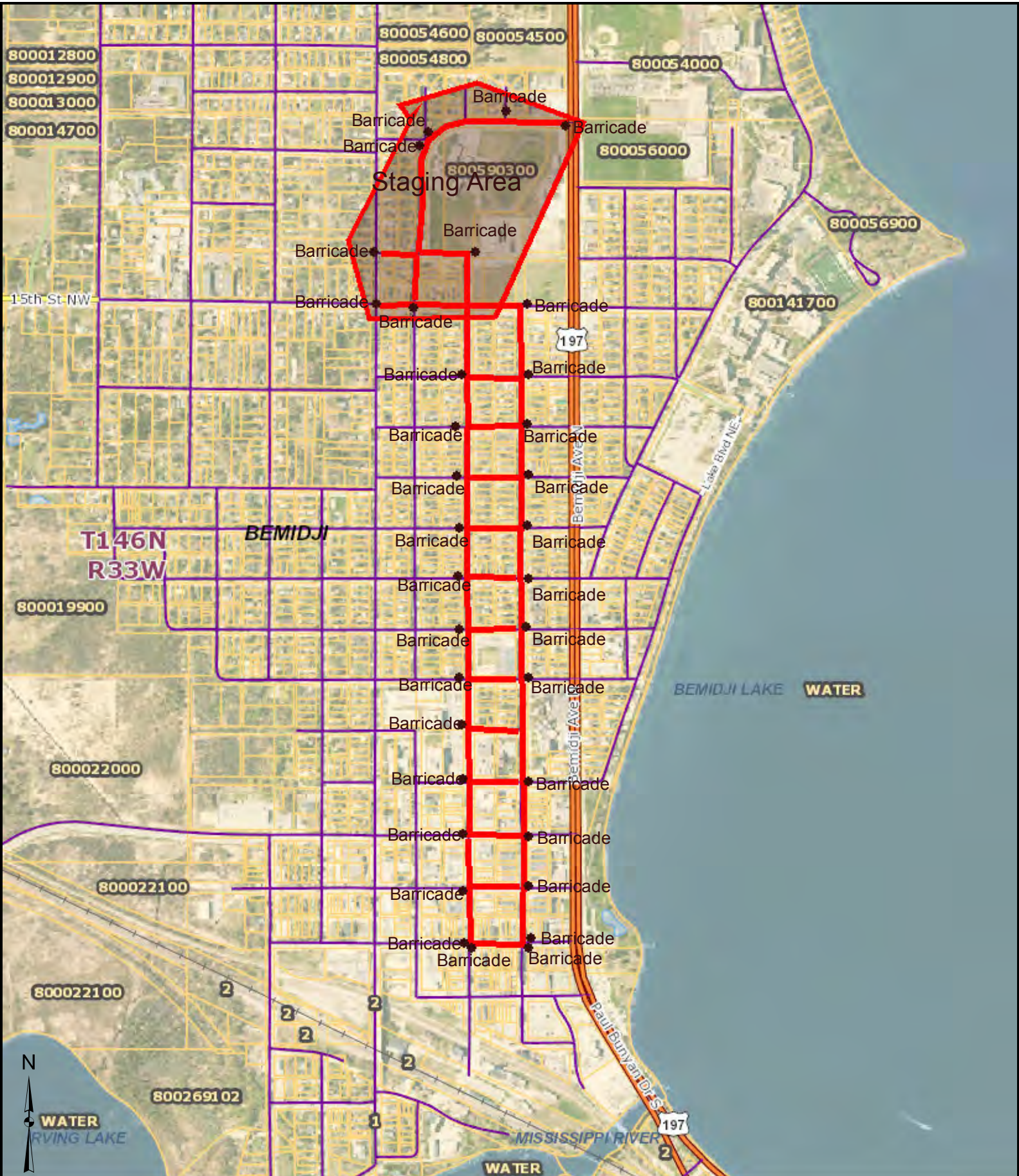
DETOUR MAP All events requesting street closure must provide a detailed map showing the requested street closure and detour route(s).

Applicant Signature

True : I agree to abide by the event guidelines and attest that all of the informaton 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 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**Document**



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.

<h1>Grand Parade</h1>	
1:15,673	Date: 3/16/2018
<small>This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.</small>	

Beltrami
County
Minnesota

COUNCIL AGENDA ITEM



Meeting Date: May 6, 2019

Action Requested: Consider Quote for Paint Removal - Carnegie Construction City Project 18-07

Prepared By: Craig J. Gray, PE. DPW/City Engineer 

**Reviewed By: Nate Mathews
City Manager**

Discussion:

During the building restoration process the original paint color of the windows was uncovered and was found to be black. The new windows will match this color. However, there is white paint around the inside edges of the windows on the exterior brick which should probably be removed for aesthetics. The paint has lead in it and a chemical stripping process will be used to prevent damage to the brick during the removal process. The work will need a lift in order to be completed.

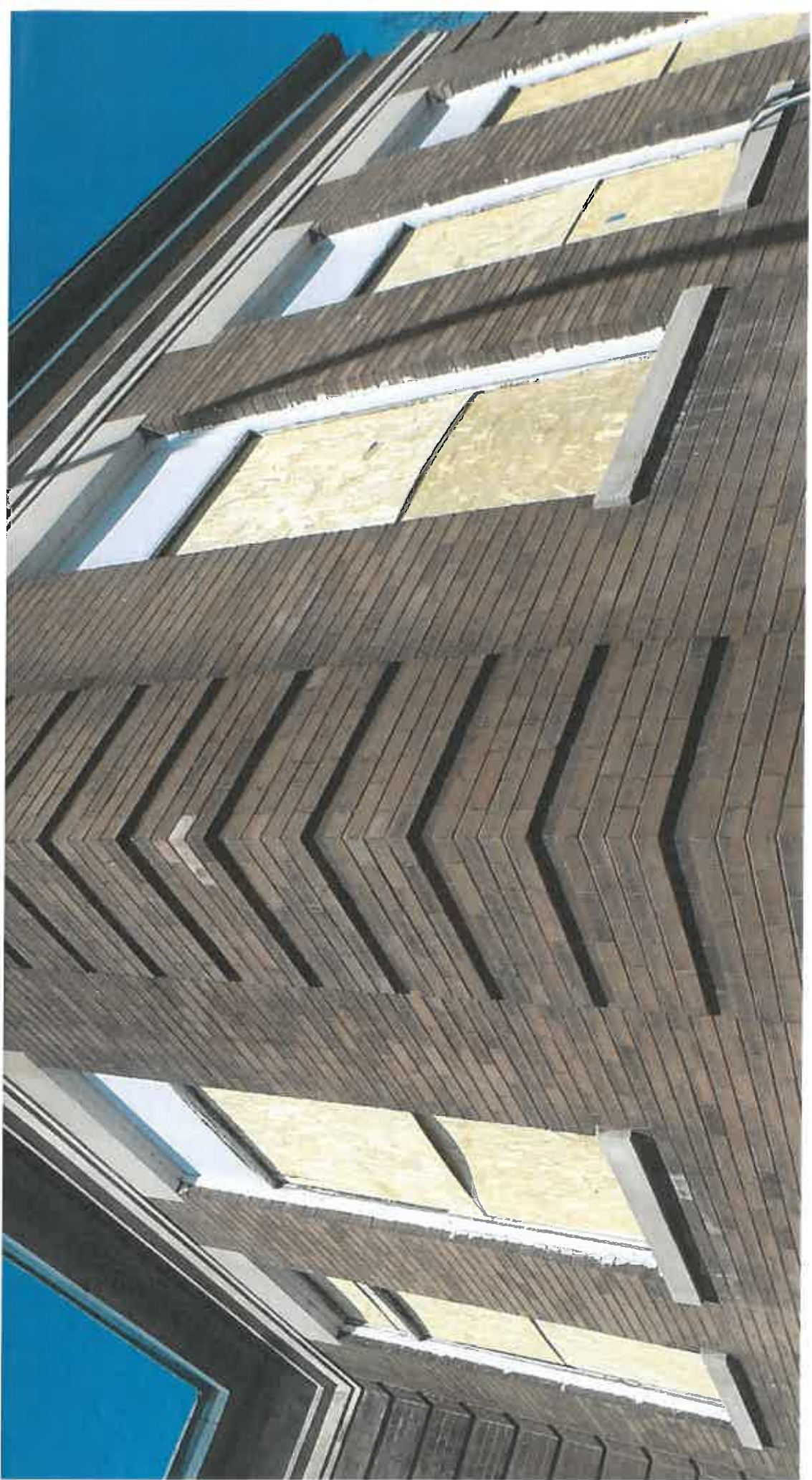
The project architect has obtained the attached quote from Mavo Systems to do this work. The estimated cost is \$10,700.

Finance

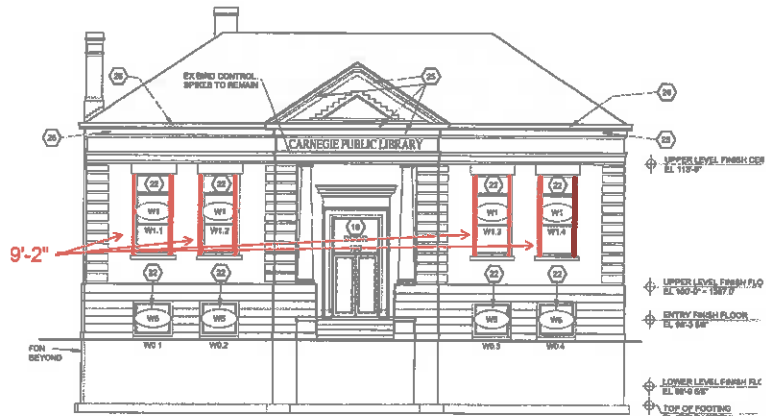
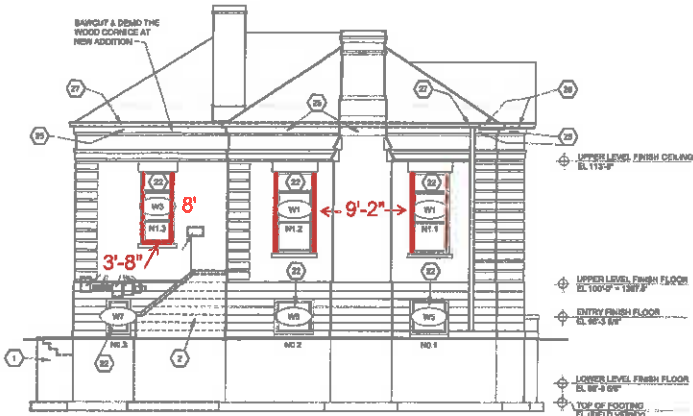
The total amount of the project funded by the city will increase from \$314,408 to \$325,108 if this work is authorized.

Recommendation

It is recommended that the city council pass a motion approving the quote from Mavo Systems in an amount not to exceed \$10,700 for the Carnegie Library Reconstruction – City Project 18-07.



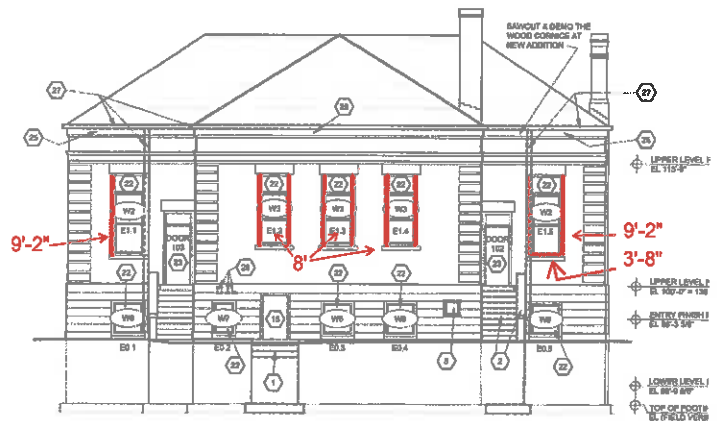
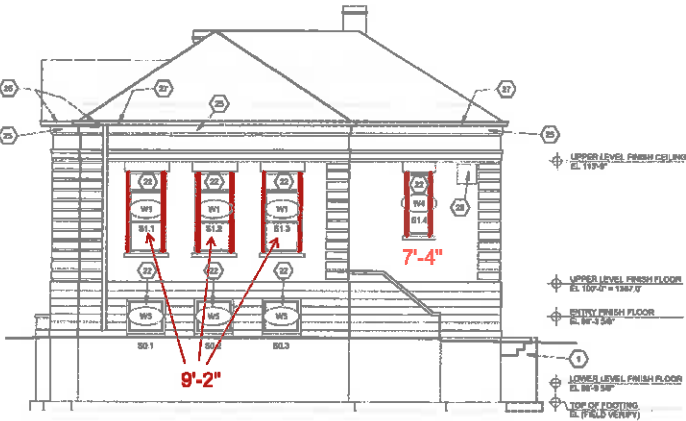
Bemidji Carnegie Library - Edges of windows with paint on brick (and two stone sills).



Approx 284 LF on 16 windows

1 EXISTING NORTH ELEVATION
1/8" = 1'-0"

2 EXISTING WEST ELEVATION
1/8" = 1'-0"



3 EXISTING SOUTH ELEVATION
1/8" = 1'-0"

4 EXISTING EAST ELEVATION
1/8" = 1'-0"

MAVO

SYSTEMS

Environmental/Specialty Contracting Services

PROPOSAL

DATE: **April 29, 2019**

PROPOSAL SUBMITTED TO:	Wideth Smith Nolting	DESCRIPTION OF WORK	LBP removal
ADDRESS:	315 5th Street NW		
CITY, STATE, ZIP:	Bemidji, MN 56601	SITE LOCATION:	Carnegie Library
ATTENTION:	Denise Koenigsberg	ADDRESS:	317 4th Street NW
PHONE NO:	218.308.2611	CITY, STATE, ZIP:	Bemidji, MN 56601

****Revised****

Mavo Systems, Inc. proposes the following scope of work:

Provide paint removal services to clean residual paint off of vertical brick surfaces on the jambs of 16 windows and two horizontal sills on the above referenced. Mavo will propose to use mild stripping techniques to avoid creating any surface damage.

T&M Not-to-Exceed \$10,700.00*

**Includes all labor, materials, disposal, air testing and insurance.

Terms of Payment: **Net 30 days**

Payment(s) to be made as follows:

In the event payment are not made as outlined herein, the undersigned agrees to pay all costs of collection and attorney's fees incurred by Mavo Systems, Inc. All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration of deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond contractor control. Owner to carry fire, tornado and any other necessary necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

****Owner/GC agrees to supply Mavo Systems, Inc. with electrical power needs and potable water to complete the cleaning process.****

Authorized Signature

John Kraskey

Note: This proposal may be withdrawn by us if not accepted within 90

days

John Kraskey - Project Mgr

Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

Signature required prior to work performance

Date of Acceptance:

Signature

MAVO SYSTEMS, INC.

2385 Becks Road

Duluth, MN 55810

OFFICE NO.: (218) 626-1586

FAX NO.: (218) 626-1384

EMAIL ADDRESS: JKASKEY@MAVO.COM

COUNCIL AGENDA ITEM



Meeting Date: May 6, 2019

Action Requested: Consider Approval of Change Order No. 7 – Carnegie Restoration - City Project 18-07

Prepared By: Craig J. Gray, PE. *CJG*
DPW/City Engineer

Reviewed By: Nate Mathews
City Manager

Discussion:

Attached is Change Order No. 7 for the Carnegie restoration project. The change order is for a number of different items that have arose over the past few weeks of construction. Some of which are:

- New exit sign
- Electrical rough-in revisions.
- Door hardware revisions.
- Signage revisions.

Finance

The total cost of Change Order No. 7 is \$361.00. I have already approved the work for these change orders, but formal adoption by the city council is required.

Recommendation

It is recommended that the city council pass a motion approving change order number seven for the Carnegie Library Reconstruction – City Project 18-07.

Bradbury Stamm Construction Winkelman LLC
340 Highway 10 South
St. Cloud, Minnesota 56304
Phone: (320) 253-2411
Fax: (320) 253-2324

Project: W1818 - Bemidji Carnegie Library Renovation & Addition
426 Bemidji Ave
Bemidji, Minnesota 56601

Prime Contract Change Order #007: PR #8, PR #9, PR #10, PR #11, Electrical, Signage, & Door Hardware Revisions

TO:	City of Bemidji 317 4th Street NW Bemidji, Minnesota 56601	FROM:	Bradbury Stamm Construction Winkelman LLC 340 Highway 10 South St. Cloud, Minnesota 56304
DATE CREATED:	4/29/2019	CREATED BY:	Ben Omann (Bradbury Stamm Construction Winkelman)
CONTRACT STATUS:	Pending - Proceeding	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION:	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	Client Request
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	
FIELD CHANGE:	No	CONTRACT FOR:	1:Bemidji Carnegie Library Renovation & Addition Prime Contract
		TOTAL AMOUNT:	\$361.00

DESCRIPTION:

- Proposal Request #8 - Door #001 Exit Sign
 - Add an illuminated exit sign at Door #001 located on Corridor "A" 002 side of the door
 - Adder of \$404.62
- Proposal Request #9 - Exterior Window Paint Removal
 - City of Bemidji is working direct with abatement contractor for removal of the existing paint located on the brick at window openings
- Proposal Request #10 - Kitchenette Casework Revisions
 - Revise sink location of at the Kitchenette. Includes false front panel for plumbing pipe through the casework.
 - No cost change order
- Proposal Request #11 - Panel & Meter Location
 - Omit transformer pad, omit new rack upright posts, and add additional feeder to existing services due to revised transformer location
 - No cost change order
- Electrical Rough-In Revisions
 - Revisions requested by Paul Bunyan Communications include revise data board location from Mechanical 105 to center of Room Area 101 and additional conduit and wire rough-in from Electrical 011 to Mechanical 105.
 - Adder of \$854.66
- Signage Revisions
 - Omit building ID sign and add (2) additional exit signs and (2) additional room ID signs
 - Credit of \$1,630.00

• Door Hardware Revisions

- Revise door hardware per attached estimate. Door #001 - revise to passage lock; Door #100 - supply exit lock L9025 17A in lieu of deadbolt and push / pull; Door #101 - Revise to ND classroom lock; Door #102 - Add lever trim, cylinder dogging, and (2) cylinders, includes CD 99L panic device; Doors #104 & #105 - Supply classroom lockset and filler plates for existing door.
- Adder of \$731.72

ATTACHMENTS:

[4 18 19 Door Hardware Revisions Estimate.pdf](#) [4 23 19 Signage Revision Estimate.pdf](#) [4 29 19 Hanson Electric \(Paul Bunyan\) T&M.pdf](#) [4 30 19 Proposal Request #11 Estimate.pdf](#) [5 1 19 Proposal Request #10 Estimate..pdf](#) [5 1 19 Proposal Request #9 Estimate.pdf](#) [5 1 19 Proposal Request #8 Estimate.pdf](#)

CHANGE ORDER LINE ITEMS:

PCCO #007

#	Cost Code	Description	Type	Amount
1	00 -01.0000 - General Requirements	General Conditions (insurance, builders risk, PM software)	Other	\$40.55
2	00 -08.1000 - Doors and Frames - All	Door hardware revisions	Materials	\$571.21
3	00 -10.1400 - Signage	Omit building ID sign, add (2) exit signs, and add (2) room ID signs	Commitment	(\$1,630.00)
4	00 -10.1400 - Signage	Brass exit sign for Door #100	Other	\$100.00
5	00 -26.1000 - Electrical	Proposal Request #8 - Additional exit device	Commitment	\$377.80
6	00 -26.1000 - Electrical	Time and material per Paul Bunyan's request to revise data board location and additional rough-in from Electrical 001 to Mechanical 105	Commitment	\$798.00
7	00 -90.0000 - General Contractor Fee	General Contractor Fee (5%)	Commitment	\$103.44
Subtotal:				\$361.00
Grand Total:				\$361.00

The original (Contract Sum)	\$1,755,297.00
Net change by previously authorized Change Orders	\$198,355.97
The contract sum prior to this Change Order was	\$1,953,652.97
The contract sum would be changed by this Change Order in the amount of	\$361.00
The new contract sum including this Change Order will be	\$1,954,013.97
The contract time will not be changed by this Change Order.	

Denise Koenigsberg (Wideth Smith Notling)
315 5th St. NW
Bemidji, Minnesota 56619

City of Bemidji
317 4th Street NW
Bemidji, Minnesota 56601

Bradbury Stamm Construction Winkelman LLC
340 Highway 10 South
St. Cloud, Minnesota 56304


SIGNATURE 5/1/19 DATE

SIGNATURE DATE

 5/1/19
SIGNATURE DATE

Lobby Day & Ice Cream Social

Wednesday, May 8 • 10:30am-3pm
Minnesota State Capitol & neighboring offices



Event Schedule

- | | |
|--------------------------|---|
| 10:30am - 11:30am | Legislative Status Update & Messaging
State Office Building - Room 500N |
| 11:30am | *Lunch on your own* |
| Afternoon | Lobbying Meetings
Attendees should make their own appointments with legislators. We may also ask some attendees to participate in additional meetings with key legislators. |
| 2pm - 3pm | Ice Cream Social with Legislators & Staff
L'Etoile du Nord Vault Room B15 (State Capitol basement) |

** Schedule is subject to change*

Free Event!

Elected officials, city staff and other Greater Minnesota community leaders are encouraged to attend.

To RSVP

Send an email to RSVP@flaherty-hood.com by Monday, May 6.

Questions?

Contact Julie Liew at jlliew@flaherty-hood.com or 651-259-1917.



April 17, 2019

Dear Mayors,

As you know, MN Mayors Together was launched in 2017 to build trusted relationships among MN mayors by fostering conversations that matter. We have completed four dynamic convenings hosted by Greater MN/Metro Mayor Co-Chairs:

Bemidji: Mayor Rita Albrecht and former Mayor Molly Cummings

Duluth: Mayor Emily Larson and Mayor Jake Spano

Willmar: Mayor Marv Calvin and former Mayor Peter Lindstrom

Owatonna: Mayor Tom Kuntz and Mayor Mike Maguire

The response from participants has been overwhelmingly positive, including a desire to continue our conversations and determine ways we can work effectively together.

On behalf of MN Mayors Together co-hosts (see above), I would like to invite you to attend a **MN Mayors Together next step** conversation on May 16 - 17 in Edina, co-hosted by Mayor Ben Schierer, Fergus Falls and your undersigned. We will continue to deepen our relationships, share what we have learned and design next steps.

Our goal is to design a contagious model that catalyzes hopeful conversations and shared actions among MN mayors.

We have made every effort to keep this as affordable as possible. We will start with a sponsored dinner at the Interlachen Country Club, 6200 Interlachen Boulevard, Edina, MN 55436, on Thursday evening, May 16, 2019 at 5:30 p.m., with a cash bar, and dinner at 6:30 p.m. We have invited several state leaders to join us for the reception and or/dinner, including Governor Tim Walz, Metropolitan Council Chair and Vice Chair Nora Slawik and Molly Cummings, Commissioner Margaret Kelliher, Commissioner Jennifer Ho, Federal Reserve Sr. Vice President, Alene Tchourumoff, and both Greater MSP CEO Peter Frosch and its Director of Make It. MSP. Matt Lewis.

EDINA CITY COUNCIL


Mayor James B. Hovland • Ron Anderson • Mary Brindle • Mike Fischer • Kevin Staunton
4801 West 50th Street • Edina, Minnesota 55424 • EdinaMN.gov • 952-927-8861 • Fax 952-826-0390

We will spend Friday morning, 8:00 a.m. – 12:00 p.m., at COV Galleria, 3155 Galleria, Edina, MN 55435, beginning with breakfast and then a facilitated conversation regarding next steps. What can we do together to ensure our communities thrive in the future?

If you desire to stay close to the meeting location, a block of rooms at the discounted rate of \$169 per night has been reserved at the Westin Edina Galleria. This block of rooms will be held until May 2, 2019 for us at that rate. You may book [online using this link](#) or call 1-888-627-8245. Please make your reservation by May 2 and mention MN Mayors Together to be assured of the discounted rate.

Most of you have participated in one of the conversations listed above. We hope you will be able to participate in this important opportunity to be together as we chart our way forward. Do not hesitate to call me (612-961-6192) or Caren Dewar with any questions. Please **rsvp** at caren.dewar@uli.org, 612.759.1016.

Best regards,

A handwritten signature in black ink, appearing to read 'James B. Hovland', written over a horizontal line.

James B. Hovland
Mayor of Edina

JBH:amn

EDINA CITY COUNCIL

Mayor James B. Hovland • Joni Bennett • Mary Brindle • Josh Sprague • Ann Swenson
4801 West 50th Street • Edina, Minnesota 55424 • www.EdinaMN.gov • 952-927-8861 • Fax 952-826-0390

COUNCIL AGENDA ITEM



Meeting Date: May 6, 2019

Action Requested: MS4 Permit – Storm Water Pollution Prevention Program (SWPPP) Public Hearing

Prepared By: Samuel C. Anderson, P.E. *sa*
Assistant City Engineer

Reviewed By: Craig J. Gray, P.E., DPW/City Engineer *CG*
Nate Mathews, City Manager

Background:

One of the requirements of the City's Municipal Separate Storm Sewer System (MS4) permit is that an annual meeting must be held to update the city council and to allow the public to make oral and/or written comments on the adequacy of the City's Storm Water Pollution Prevention Program (SWPPP). This meeting has been advertised as a public hearing and after a presentation by city staff the city council should ask for any public questions or comments.

The provisions of the permit require that over the 5-year life of the permit, we address the following six minimum control measures.

1. Public Education and Outreach
2. Public Participation / Involvement
3. Illicit Discharge Detection and Elimination
4. Construction Site Storm water Runoff Control
5. Post-Construction Storm Water Management for New Development & Redevelopment
6. Pollution Prevention / Good Housekeeping for Municipal Operations

The annual meeting that we are holding tonight satisfies one of the requirements of the first minimum control measures – public education and outreach.

Permit accomplishments from the past year (2018) include:

1. Completed 23 commercial site plan reviews within the city. Development and designs were reviewed for compliance with city and state runoff treatment and runoff requirements.
2. Articles were published in the city's newsletter about storm water management.
3. We updated our storm water system map in the City of Bemidji.

4. Inspected the condition of 53 of the 177 city storm sewer outlets and 3 out of 29 city storm water ponds in 2018.
5. Erosion Control Residential & Commercial Site Inspections for 2018 totaled 42 sites inspected.
6. The Street Department used the city's rubber tired back hoe on storm water maintenance. Refer to the items below for details:
 - Cleaning ends of culverts (outfalls)
 - Ditch dredging
 - Pond dredging (small ponds or swales)
 - Installing rip rap materials
7. There was 2,295 LF of storm water pipe cleaned.
8. 2,180 miles of street sweeping was completed which collected 554 cubic yards of street sweepings.
9. 7 manholes and catch basins had minor repairs completed on them.
10. 11 cubic yards of material was removed from storm sewer outfalls in ditches.
11. Removed 1,075 CY of sediment from 3 city-owned ponds for cleaning/maintenance.

We will continue to expand the required work and provisions that the City of Bemidji needs to do for the MS4 Permit. Each year we will evaluate and improve our record keeping providing the most accurate information on file for the MPCA, the public and the City of Bemidji.

In the coming year we will still be waiting and watching, as we did last year, for the new MS4 permit to be enacted as the current MS4 permit expired on July 31, 2018. As our current permit has expired last summer we are required to continue operation under that permit until a new permit is approved and takes effect.

Recommendation:

The city council should conduct the public hearing and if any comments are received they can be referred to City Staff for response either at the hearing or in a future report back to the City Council.

Next Item



COUNCIL AGENDA ITEM

Meeting Date: May 6, 2018

Action Requested: Summary – City Manager’s Performance

Prepared By: Rita C. Albrecht, Mayor

At the April 29, 2019 work session, the council reviewed the city manager's progress on his 2018 goals.

Our growing population and pace of development activity combined with complicated utility issues confirm that the manager has a very complex job, which Mr. Mathews has approached with enthusiasm and creativity. The city manager demonstrates a firm understanding of municipal issues and successfully completed several goals this year.

Council provided feedback on his performance and made suggestions for areas of improvement and opportunities for professional development.

The council expressed their full support for the city manager and affirmed their appreciation for his initiative and accomplishments.

RA/mm

Next Item

COUNCIL AGENDA ITEM



Meeting Date: May 6, 2019

Action Requested: Consider MnDOT Request for Highway 197 Letter of Support

**Prepared By: Craig J. Gray, PE.
DPW/City Engineer**

A handwritten signature in blue ink, appearing to be "CJG", written over the printed name of Craig J. Gray.

Discussion:

MnDOT has been working on a corridor study of Highway 197 from Bemidji Avenue to Gillette Drive. The study details recommended improvements for the highway in relation to traffic safety, bicycle access/safety, pedestrian access/safety, corridor growth and congestion. A number of input meetings have been held with city staff, elected officials, and local businesses. MnDOT will present the results and recommendations of the study to the city council at a work session on Tuesday, May 28.

However, the USDOT has announced that \$900 million will be available for another round of BUILD grants. The maximum grant amount is \$25 million for a project that has a significant local impact. MnDOT can submit up to three projects and our District would like to submit the Hwy 197 project. MnDOT is narrowing their list to 3 projects by May 16th and our district has requested a letter of support from the City. I have prepared the attached letter of support that the city council could consider providing to MnDOT.

If funding is obtained MnDOT is estimating construction to occur sometime between 2023-2025. Total cost of the project is about \$20 million.

Recommendation

If is recommended that the city council approve the attached letter of support for the Highway 197 Corridor project.

Next Item

HWY 197 CORRIDOR STUDY

PAUL BUNYAN DRIVE - BEMIDJI, MN

Existing Conditions Report



December
2018



INTRODUCTION

The purpose of this report is to evaluate the existing and future conditions of the Highway 197 (Hwy 197) corridor from Gillett Drive to Bemidji Avenue in Bemidji, Minnesota. Issues and opportunities identified in this report will be combined with public involvement and alternative analysis tasks to develop implementable solutions to improve the safety, operations, and multimodal connections of the Hwy 197 corridor.

STUDY AREA

The Hwy 197 study corridor is a two-mile corridor from Gillett Drive to Bemidji Avenue and serves as a primary east-west route through Bemidji. The corridor is

heavily commercial, serving everything from big box national chain stores to restaurants, hotels, banks, auto dealers, and everything in between.

Thirteen key intersections with Hwy 197 were identified for analysis in this corridor study:

- » Gillett Drive
- » Menards Access
- » US 71
- » Middle School Avenue
- » Hannah Avenue
- » Partnership Drive
- » Pine Ridge Avenue
- » Mall Entrance / Ash Avenue
- » Ridgeway Avenue
- » Delton Avenue
- » Park Avenue
- » Irvine Avenue
- » Bemidji Avenue

Figure 1.1 – Study Area





**Bemidji City Hall • 317 4th Street NW
Bemidji, Minnesota 56601-3116**

May 6, 2019

Darren Laesch
MnDOT District 2
3920 Highway 2 West
Bemidji, MN 56601

Subject: Highway 197 Corridor Study

Dear Mr. Laesch:

The City of Bemidji is writing to express our support for funding the reconstruction of Paul Bunyan Drive (MN 197) from Bemidji Avenue to Gillette Drive in Bemidji. The corridor has historically seen elevated crash rates and based on a recent study, those crashes are costing our community \$1.6 million every year. The corridor currently serves over 100 businesses and is an attractive location for businesses to redevelop. As growth continues, travel times are anticipated to increase to 30%-40% over free flow conditions. This congestion will lead to a 60% increase in future conflict points, further exasperating the current safety issues.

This corridor is one of the busiest highways in Bemidji and is commonly considered a barrier in our community. The sidewalks along the corridor are too close to the travel lane and have significant gaps along the west end of the corridor. The corridor also lacks adequate biking facilities. A recent community survey indicated that 35% more residents would walk and bike along this corridor, if facilities were improved.

The Minnesota Department of Transportation has been working closely with the City and community to develop a solution that addresses the needs above, while still maintaining reasonable access to the businesses. The improvements include a combination of roundabouts, signal revisions, medians, traffic calming features, separated trail and sidewalk boulevards.

Sincerely,

Rita C. Albrecht, Mayor
City of Bemidji

CITY OF BEMIDJI

ORDINANCE NO. , 3RD SERIES

**ORDINANCE AMENDING
AN UNCODED SECTION OF BEMIDJI CITY CODE
PERTAINING TO PARTIAL ALLEY VACATION
(Block 2 – Henderson’s 3rd Addition to Bemidji)**

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) alley in Block 2, Henderson’s 3rd Addition to Bemidji, legally described as follows:

The Easterly 150 feet of the east/west alley, being 20 feet in width and lying adjacent to the northerly boundary line of Lot 8 in said Block, 2, between the westerly right-of-way line of Taft Avenue NE and the westerly boundary line of said Lot 8, Block 2, extended northerly to its intersection with the southwest corner of Lot 1, Block 2, Henderson’s 3rd Addition to Bemidji, according to the recorded plat thereof on file and of record in the office of the Beltrami County Recorder,

Is hereby vacated.

SECTION 2. The City of Bemidji shall reserve a utility easement in, under, over and across that portion of the municipal alley 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.

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:

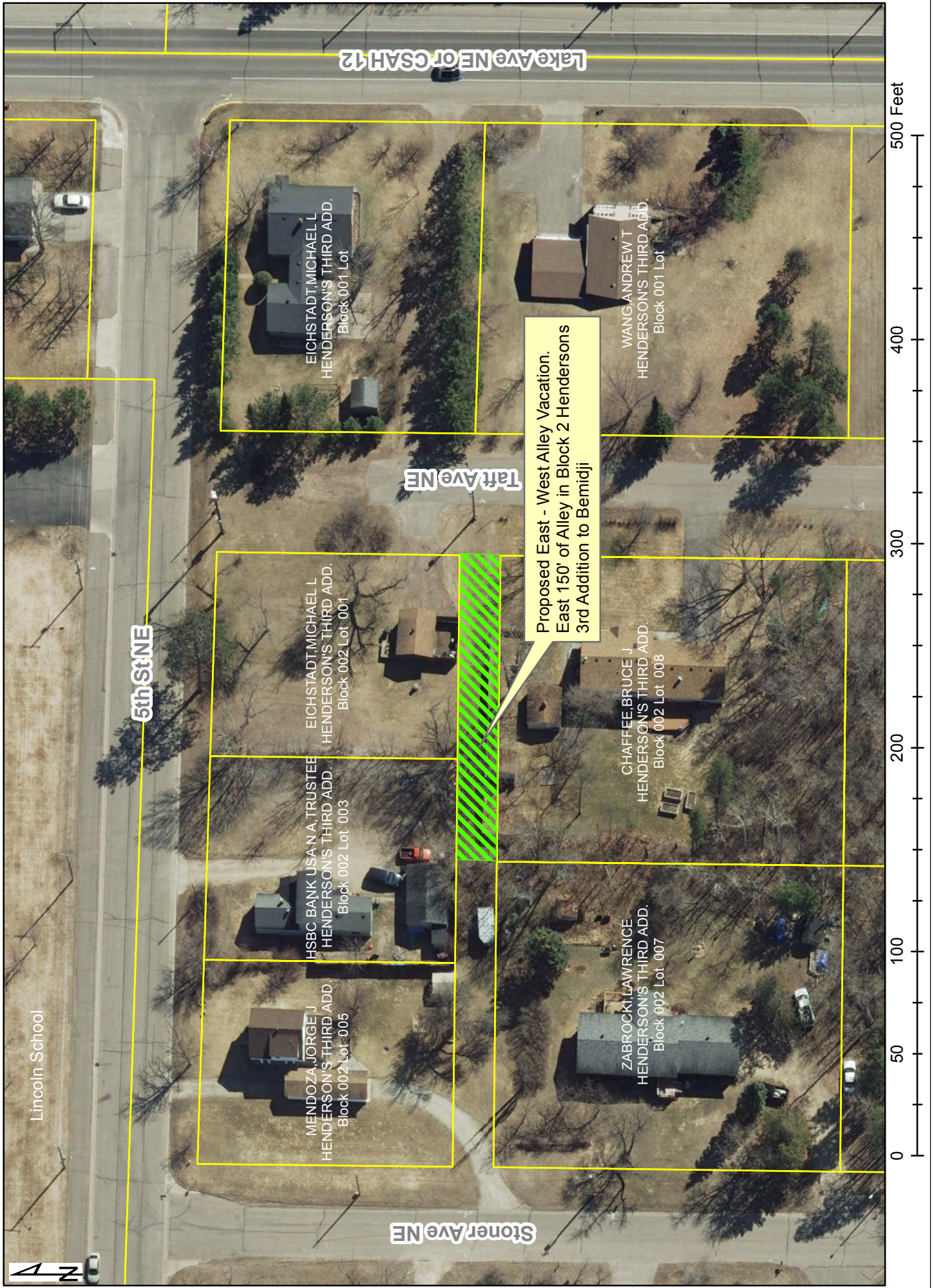
ATTEST:

APPROVED:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

Proposed Alley Vacation



CITY OF BEMIDJI

Return to Agenda

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 3 hereinafter, the platted, but unimproved, streets, utility easements, and walking and biking easements described as follows:

The entire sixty-six (66) foot street right-of-way platted as Kittleson Avenue in Second Addition to Industrial Park, Beltrami County, Minnesota, according to the recorded plat thereof on file and of record in the office of the Beltrami County Recorder; and

That portion of the eighty (80) foot wide street right-of-way platted as Corrigan Avenue in said Second Addition to Industrial Park, lying between its southerly intersection with the northerly right-of-way line of 30th Street as platted and shown in said Second Addition, and its northwesterly intersection with a line drawn parallel with and distant 66.63 feet southeasterly of, as measured a right angles to, the southwesterly extension of the northwesterly boundary line of Lot 5, Block 7, Second Addition to Industrial Park, according to the recorded plat thereof on file and of record in the office of the Beltrami County Recorder; and,

The 10-foot wide utility easements and 20 foot wide walking and biking easement as dedicated in Lots 5-12, Block 7, Blocks 4-6, and Outlot A, Second Addition to Industrial Park, according to the recorded plat thereof on file and of record in the office of the Beltrami County Recorder,

are hereby vacated.

SECTION 3. The City of Bemidji shall reserve easement(s) in, under, over and across the rights-of-way vacated above, in favor of existing private and public utility easement holders for the purpose of maintaining, repairing, replacing, removing or otherwise attending to the existing utilities therein.

SECTION 4. 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 5. This Ordinance shall become effective thirty (30) days after its passage and publication according to law.

Ayes:
Nays:

Next Item

Absent:

First Reading: April 1, 2019
Second Reading: April 15, 2019
Final Reading:

ATTEST:

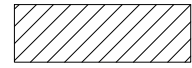
APPROVED:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

THIRD ADDITION TO INDUSTRIAL PARK

REPLAT OF LOTS 5-12 BLOCK 7, BLOCKS 4-6, AND OUTLOT A
 SECOND ADDITION TO INDUSTRIAL PARK
 SECTION 27, TOWNSHIP 146 NORTH, RANGE 33 WEST,
 BELTRAMI COUNTY, MINNESOTA



VACATED ROW/EASEMENT



JOB NO. 19-004
 DATE: 03-28-2019

SHEET NO.
 1 OF 1

THIRD ADDITION TO INDUSTRIAL PARK
 VACATED ROW/EASEMENT EXHIBIT
 BEMIDJI, MINNESOTA

**NORTHERN ENGINEERING
 & CONSULTING, INC.**
 207 4th Street NW, Bemidji, MN, 56601
 Phone: 218-444-4860, Fax: 218-444-6042
 web: www.neciusa.com

S:\NECN\Projects\2019\19-004 Bemidji Industrial Park Replat\19-004 FP-ROW-VACATION EXHIBIT.dwg, 3/28/2019 3:30:32 PM, DWG To PDF.pcl3, 1:197723

COUNCIL AGENDA ITEM



Meeting Date: May 6, 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. 160, 3rd SERIES: "An Ordinance Amending an Uncoded Section of Bemidji City Code Pertaining to Street Vacation (Industrial Park)". This Ordinance was approved by the City Council on Monday, May 6, 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.

CITY OF BEMIDJI

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ORDINANCE NO. , 3RD SERIES

ORDINANCE VACATING/REVOKING ORDINANCE NO. 157, 3RD SERIES, AND AMENDING AN UNCODED SECTION OF BEMIDJI CITY CODE PERTAINING TO ALLEY VACATION

THE CITY OF BEMIDJI DOES ORDAIN:

- SECTION 1.** Ordinance No. 157, 3rd Series, recorded in the Office of the County Recorder for Beltrami County, Minnesota as Document No. A000578965, which ordinance was intended to vacate the east/west alley being 20 feet in width and located in **Block 9, Finseth's 2nd Addition to Nymore**, as well as the north/south alley also being 20 feet in width and located in **Block 9, Finseth's 2nd Addition to Nymore**, but erroneously described the alley(s) as being located in **Lot 9, Finseth's 2nd Addition to Nymore**, is hereby vacated and revoked.
- SECTION 2.** Alternatively, to achieve the originally intended vacation of the alleys in question, and subject to the condition(s) stated in Section 3 hereinafter, the platted, but unimproved, east/west alley being 20 feet in width and located in Block 9, Finseth's 2nd Addition to Nymore; and the north/south alley also being 20 feet in width and located in Block 9, Finseth's 2nd Addition to Nymore, Beltrami County, Minnesota, according to the recorded plat thereof, are hereby vacated.
- SECTION 3.** The City of Bemidji shall reserve any necessary utility easement right(s) in, under, over and across the municipal alley right-of-ways vacated in Section 2 above, in favor of private and public utility easement holders for the purpose of maintaining, repairing, replacing, removing or otherwise attending to any existing utilities therein.
- SECTION 3.** The City Clerk is hereby authorized and directed to take any necessary administrative action to effectuate the City Council's revocation of Ordinance No. 157, 3rd Series, and to record a duly certified copy of this revisionary 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: April 1, 2019
Second Reading: April 15, 2019
Final Reading:

ATTEST:

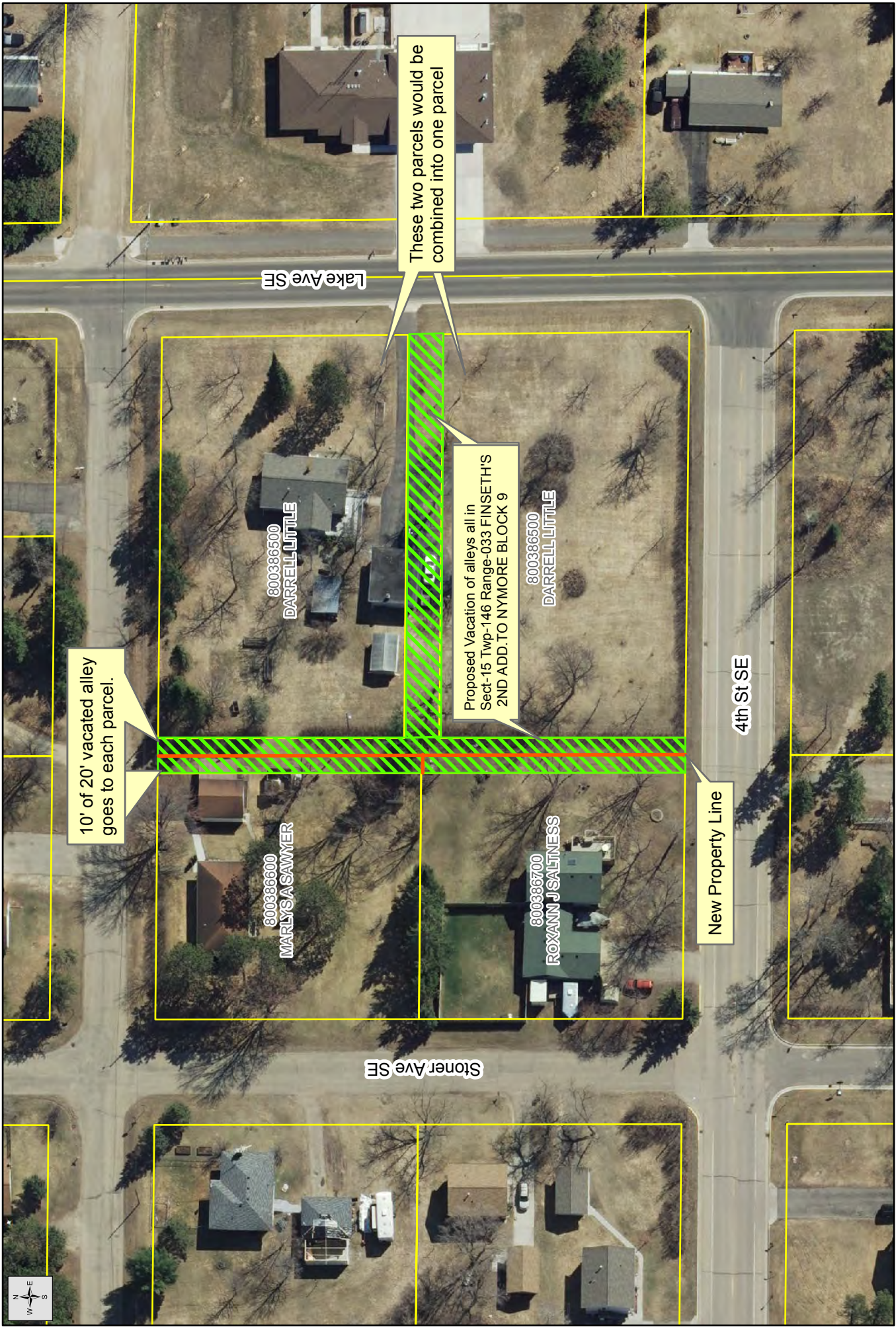
APPROVED:

Michelle R. Miller, City Clerk

Rita C. Albrecht, Mayor

Next Item

Proposed Vacation of Alleys



10' of 20' vacated alley goes to each parcel.

800386600
MARLYSA SAWYER

800386500
DARRELL LITTLE

800386700
ROXANN J SALINNESS

800386500
DARRELL LITTLE

These two parcels would be combined into one parcel

Proposed Vacation of alleys all in Sect-15, Twp-146 Range-033 FINSETH'S 2ND ADD. TO NYMORE BLOCK 9

Lake Ave SE

Stoner Ave SE

New Property Line

4th St SE



COUNCIL AGENDA ITEM



Meeting Date: May 6, 2019

[Return to Agenda](#)

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. 161, 3rd SERIES: "An Ordinance Vacating/Revoking Ordinance No. 157, 3rd Series, and Amending an Uncoded Section of Bemidji City Code Pertaining to Alley Vacation." This Ordinance was approved by the City Council on Monday, May 6, 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.