

**CITY COUNCIL PROCEEDINGS**  
**BEMIDJI, MINNESOTA**  
**Regular Meeting/Work Session – February 27, 2006**

Pursuant to due call and notice, a regular meeting/work session of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, February 27, 2006, at 5:30 p.m. in the Council Chambers of City Hall, Mayor Lehmann presiding.

Upon roll call, the following Councilmembers were declared present: Lehmann, Meuers, Downs, Johnson, Hellquist, Markeson, Erickson.

Staff Present: Minke, Eischens, Mack, Felix, Murphy-Schuett  
Other Present: DDA Representatives - Pat Donnay and Jim Ekstrom

Street Department Truck

Motion by Markeson, second by Meuers, to authorize the purchase of a 2006 Chevrolet one ton truck cab and chassis for the street department in the amount of \$16,850. Motion carried unanimously.

DDA Parking Management Agreement

Mayor Lehmann stated that the purpose of the meeting is to discuss the Downtown Development Authority (DDA) Parking Management Agreement.

Minke stated that for many years the City has had an informal relationship with the DDA to administer and manage public parking in the downtown. Because parking fee revenue is public money, the City has been working with the DDA to formally develop an agreement whereby the DDA would manage the parking for the City and receive compensation for its work.

Pat Donnay, DDA, stated that the DDA is excited about the creation of a parking subcommittee. However, he expressed concerns about the use of funds for operations and maintenance.

Jim Ekstrom stated that the DDA would like some of the revenue collected to be designated for parking improvements. They fear that if it becomes a revolving maintenance fund, there would be no improvements. Ekstrom stated that the DDA has no interest in managing the parking if revenue is used for maintenance.

Erickson asked how the DDA has been spending the parking revenue to date. Ekstrom replied that the majority of the revenue has been used for parking lot improvements.

Discussion followed on the use of the parking revenue to date. Felix stated that some money has been spent toward the ramp effort but arguably for parking amenities.

Downs asked what the cost of maintenance is for the downtown parking lots.

Eischens stated that the maintenance cost (not including staff time) is approximately \$50,000 to \$70,000 year, which includes snow removal, stripping, sweeping and garbage removal.

Johnson asked about the maintenance in regard to the parking ramp noting that maintenance will be higher with a parking ramp.

Ekstrom replied that the ramp should be a separate issue. This agreement is on parking in general.

Donnay stated that one of the DDA's main missions is downtown parking. He stated that to take the fund and place it at City Hall is ripping out of the heart of DDA and encouraged the Council to designate money for Capital Improvements on downtown parking lots. Donnay suggested that a limit, perhaps 20%, be placed on the amount of revenue used toward maintenance of lots.

Discussion continued on operation and maintenance. Johnson stated that it is important that improvements be done to parking lots, i.e., seal coating or paving and felt that some of

the parking revenue be used toward these costs. Johnson expressed concerns that the operation and maintenance for a ramp would take more than 20%.

Ekstrom commented that with 1<sup>st</sup> National Bank moving out of downtown the ramp could be pushed back five years.

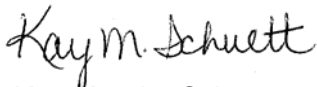
Felix stated that the DDA currently has \$110,000 in parking lot revenue and suggested that the Council consider paying the DDA for past services to recognize the DDA's management of the parking lots. Council consensus was that staff develop a plan for transferring the current revenue held by the DDA for the City Council to consider at a future meeting.

Motion by Meuers, second by Downs, to amend Article 3A, Subpart IV including the requirement for 20% of the total parking revenue to be used toward operations and maintenance of parking lots. Motion carried unanimously.

**ADJOURN**

There being no further business, motion by Downs, second by Meuers, to adjourn the meeting. Motion carried. Meeting adjourned at 6:45 p.m.

Respectfully submitted,



Kay Murphy-Schuett  
City Clerk