

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – December 2, 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, December 2, 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 (arrived at 6:37).

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

SWEARING IN CEREMONY

Chief Mastin introduced Officer Thull and City Clerk Miller conducted the oath of office.

AMENDMENTS TO AGENDA

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

MINUTES

The following minutes were presented for approval:

Council Meeting: November 18, 2019

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

CONSENT AGENDA

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

1. Claims Submitted by Finance Officer in the amount of \$867,878.17
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$59,873.16
3. Business License Renewals for 2020
4. Approve Temporary Liquor Permit – December 14, 2019
5. Liquor, Sunday Liquor and Wine License Renewals for 2020
6. Final Reading of On and Off Sale Beer License Renewals for 2020
7. Approve Special Event Permit – Paul Bunyan Communications – May 20, 2020
8. **RESOLUTION NO. 6259A:** Accepting Midco Foundation Donation – Parks & Recreation
9. **RESOLUTION NO. 6260:** Adopting an Assessment Roll for the Cost of Demolition (508 Mississippi Ave NW)
10. Approve Sanford Center Capital Improvement Purchases
11. Approve Purchase of 2020 Auto Loader Refuse Truck
12. Approve Purchase of 2014 Ford F-150 Pickup – Building Department
13. **RESOLUTION NO. 6261:** Ordering the Securing of a Vacant Building Located at 2309 Calihan Ave NE
14. **RESOLUTION NO. 6262:** Repair or Remove Structures located 2309 Calihan Ave NE
15. **RESOLUTION NO. 6263:** Establishing Limited Property Damage Protection Insurance Coverage
16. Approve 2019 Budget Amendment #2

CITIZENS NOT ON AGENDA

No appearance.

REPORTS

Great River Rescue – Brandon Mustful, Executive Director, reported that the shelter saves approximately 400 dogs and cats a year. The average length of stay at the shelter is 40 days for cats and 25 days for dogs. They focus on high quality care and enrichment to help reduce stress on the animals. Education of pet owners is also a high priority. Mustful also announced that Great River Rescue will be taking over the operation of Pet Fixers, a spay and neuter program offered to low income residents.

Sanford Center Plan/Budget – Tiffany Vickaryous-Hubbard, Executive Director, reported that plans are underway to celebrate 10 years of the Sanford Center in 2020 as well as increasing community involvement and strengthening relationships. Their “home grown” events were successful in 2019 and will continue in the next year. She reported they will begin to increase art displays in both the convention side and arena side. They will continue to manage the capital improvement project and focus on growing the convention side of the business. Hubbard stated that the venue does not risk

city money to bring in concerts. However, VenuWorks as a promoter, can bring in events and carry the risk. Additionally, ticket sales for all events is an important factor for promoters when looking to bring an event to Bemidji.

Jackie Meixner, Director of Finance, described a shift in reporting of income on the budget so it will look a little different than previous years. In the last couple of years they focused on stabilizing the business and that is reflected in the budget.

Motion by Meehlhouse, seconded by Erickson to approve the Sanford Center 2020 budget as presented. Upon discussion, Meehlhouse withdrew his motion.

Councilmembers stated they were not prepared to act on the Sanford Center budget and have received in the past a more detailed budget. It was suggested that a work session be scheduled in the future to discuss the Sanford Center budget. The 2020 budget will be presented for approval the December 16, 2019 council meeting.

PUBLIC HEARING – TRUTH IN TAXATION

Finance Director Eischens reviewed the 2020 City budget and tax levy. The increase in new construction value is projected to be .7%. The county anticipates a larger increase in commercial values for 2021. The total budget is \$40 million, which is an increase of \$1.4 million, or 4%, over last year. The contributors to that increase includes \$1.1 million in liquor budget, \$601,000 in utility costs and \$291,000 of general fund expenses. The 2020 budget shows a \$206,000 surplus which fluctuates year to year from a surplus to a deficit because of equipment and building purchases. The general fund revenue increased by \$667,000 and the expenses increased by \$291,000 mostly due to personnel costs. The proposed tax levy increased 4.3% from 2019. However, due to new construction and increase in market values results in a tax rate decrease of 1.8%. Eischens stated that the Phase 2 annexation properties of Northern Township are still catching up from the township tax rate to the City’s tax rate. Eischens presented detailed information on the budget and levy which is available on the City’s website. The final budget will be adopted by council at the December 16 council meeting.

Pursuant to published notice a public hearing was held regarding input on the 2020 Truth-in-Taxation. Mayor Albrecht opened the Public Hearing at 7:35 p.m.

- Carol Rogers, 5322 Irvine Ave NW, expressed concern of the increase in property value. Council advised Ms. Rogers to speak with the City Assessor to address any discrepancies in the valuation.
- Al Ettesvold, 509 Irving Beach Dr SW, also express concern of the increase in property value and was advised to speak with the City Assessor.

After hearing no other comments, the Mayor closed the Public Hearing at 7:43 p.m.

NEW BUSINESS

Authorize Feasibility Report for 2020 Street Renewal Project – City Project 20-01

Anderson stated that on October 7, 2019 council adopted a resolution authorizing the preparation of a feasibility report for the following streets.

12 th Street NW	Norton Ave NW – Park Ave NW
11 th Street NW	Rice Ave NW – Irvine Ave NW
Mississippi Avenue NW	5 th Street NW – 12 th Street NW

However, during that process, came upon several issues involving right of way constraints, and wetlands. Therefore, staff is recommending doing a different set of streets for the 2020 Street Renewal Project and would prepare a feasibility report in the first step in the Chapter 429 assessment process that will outline the proposed improvements, project costs, preliminary assessments and the feasibility of the proposed project for the following streets:

Riverside Drive NE	Lake Avenue – Country Lane NE
Country Lane NE	Riverside Drive NE – Greenbriar Lane NE
Greenbriar Lane NE	Lake Avenue – Country Lane NE
Ivy Lane NE	Riverside Drive NE – Greenbriar Lane NE
Gould Avenue SE	2 nd Street SE – 4 th Street SE
Wilson Avenue SE	3 rd Street SE – 4 th Street SE
27 th Street NW	Park Avenue NW – Irvine Avenue NW
29 th Street NW	Park Avenue NW – Irvine Avenue NW

RESOLUTION NO. 6264: Authorizing Feasibility Report for 2020 Street Reconstruction Project – City Project 20-01 was offered by Councilmember Erickson who moved its adoption, and upon due second by Councilmember Rivera, was passed by unanimous vote.

Authorize Feasibility Report and Call for Public Hearing for 2020 Birchmont Drive Reconstruction Project – City Project 20-02

Anderson stated that the feasibility study outlines the proposed improvements, estimated costs and recommended property assessments for the reconstruction of the following:

<u>Street</u>	<u>From/To</u>
Birchmont Drive NE	10 th Street NE– 14th Street NE

The estimated cost of the project is \$748,000 with the proposed funding sources as follows:

Street Assessments	\$ 65,677
Sanitary Sewer Service Assessments	\$ 13,910
Sanitary Sewer Utility Fund	\$ 67,000
Water Utility Fund	\$129,000
Storm Water Utility Fund	\$ 54,000
City Tax Levy	\$ -0-
MSAS State Aid	<u>\$418,413</u>
	\$748,000

Anderson provided a summary of the feasibility report for the proposed project and stated that a neighborhood meeting notice for December 11 has been sent to the affected residents allowing an opportunity for them to ask questions and hear about the project prior to the public hearing on December 16, 2019.

RESOLUTION NO. 6265: Approving Feasibility Report and Call Public Hearing on December 16, 2019 at City Hall, Council Chambers, 317 4th Street NW, at 6:00 p.m. for 2020 Birchmont Drive Reconstruction Project – City Project 20-02 was offered by Councilmember River, who moved its adoption, and upon due second by Councilmember Thompson was passed by unanimous vote.

ORDINANCES

Pursuant to published notice, a Public Hearing was held to receive input regarding an ordinance Amending an Uncoded Section of Bemidji City Code Pertaining to Street Vacation (Portion of Second Street SW – Second Mill Park Addition). Mayor Albrecht opened the Public Hearing at 8:00 p.m., hearing no comments the Public Hearing was closed at 8:01 p.m.

AN ORDINANCE Amending an Uncoded Section of Bemidji City Code Pertaining to Street Vacation (Portion of Second Street SW – Second Mill Park Addition) was given a second reading.

UPCOMING COUNCIL MEETINGS

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

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Johnson, seconded by Beard, to adjourn the meeting. Motion carried. Meeting adjourned at 8:29 p.m.

Respectfully submitted,



Michelle R. Miller
City Clerk