

# CITY COUNCIL PROCEEDINGS

## BEMIDJI, MINNESOTA

### Work Session – May 9, 2016

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, May 9, 2016, 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, Hellquist, Johnson, Erickson, Larson Absent: Olson, Meehlhause

Staff Present: City Manager Nate Mathews, City Attorney Alan Felix, Parks & Recreation Director Larson, Police Chief Mike Mastin, City Clerk Kay Murphy

#### **AMENDMENTS TO AGENDA**

Mayor Albrecht stated that staff has requested discussion regarding the Police Department's towing policy be added to the agenda. **Motion by Hellquist, seconded by Johnson, approving the addition as requested. Motion carried by unanimous vote.**

#### **South Shore Marina Dock Leasing & Management Plan**

Parks & Recreation Director Larson reviewed the permit that was issued by the DNR on May 27, 2017. The DNR marina permit allows for an 80 dock/boat slips to be installed. The City purchased and installed a 20-slip dock system in 2015. All 20-slips were utilized as day docks and usage was minimal, in part, due to the South Shore Cleanup project. She stated that staff has developed a Plan that provides a combination of day docks with seasonal slip rentals. She noted that the slip rental would provide public boat access for the South Shore as well as provide rental revenue to cover the City's costs. She reviewed the Leasing & Management Plan with the following recommendations:

- Operating Season – May 15 to October 1, depending on the weather and/or ice conditions.
- Slip Rentals - \$1,500 per season or \$1,100 for slip and an additional \$400 for a lift. Private lifts would be installed and removed by the City.
- Insurance Requirements – Staff reviewed insurance requirements with the League and our local agent and they recommended that the slip renters provide the City a certificate of insurance for watercraft liability and excess liability in an amount of at least \$1 million in total limits of coverage.

Ms. Larson stated that the current dock system is stored at the Wastewater Treatment Facility and the City has a contract with LePier for installation and removal. Discussion continued regarding possible storage locations of docks and lifts in the future.

Erickson inquired if there are plans for security and enforcement of overnight use of the day docks. Discussion continued regarding lighting and other security measures. Ms. Larson stated that the CIP has funds for additional docks and could be utilized for this purpose if needed.

The Council will consider adoption of the Plan at their next regularly scheduled meeting on May 16, 2016.

#### **Towing Services Specifications**

Chief Mastin reviewed the draft of a policy modeled after Brainerd's for towing services within the City. Currently, the County dispatchers rotate between four tow companies; two are located within city limits and two are 8 plus miles out of city limits. He stated that police officers wait for the tow company and requiring tow companies to be located inside city limits will improve response time. Additionally, the vehicle owner pays increased towing costs due to the distance of the impoundment lots.

Mastin stated that the policy will require the tow service to operate a business and impound lot within the established boundaries of the City where normal day-to-day operations are available and accessible by the citizens of Bemidji. Discussion followed regarding the current towing procedures as well as the City's impoundment lot. Mastin stated that the City impounds those vehicles which are part of a seizure.

Mathews stated that this policy provides better service delivery to the residents of Bemidji.

Consensus of the Council was that they agreed with the towing services as presented.

**ADJOURN**

There being no further business, motion by Hellquist, seconded by Erickson, to adjourn the meeting. Motion carried. Meeting adjourned at 6:20 p.m.

Respectfully submitted,

  
Kay M. Murphy  
City Clerk