

# BEMIDJI CITY COUNCIL AGENDA

Monday, July 15, 2013

Council Chambers  
City Hall – 317 4<sup>th</sup> Street NW  
7:00 P.M.



➤ ROLL CALL

➤ PLEDGE OF ALLEGIANCE TO THE FLAG

➤ AMENDMENTS TO AGENDA

I. MINUTES

- 1) Regular Council: July 1, 2013
- BEDA Meeting: July 1, 2013
- Work Session: July 8, 2013

II. 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 \$2,397,397.26
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$78,294.33
- 4) Miscellaneous Business Licenses for 2013
- 5) Resolution Approving Temporary Off-Premises Liquor Permits and Street Closures for the 2013 BSU Homecoming Street Dance – September 28, 2013
- 6) Resolution Supporting the City's Application for a State Capital Appropriation in 2014 Legislative Session for the Rehabilitation and Restoration of the Carnegie Library
- 7) Budget Change Request #2

III. 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.**

IV. REPORT(S)

- Bemidji Youth Advisory Commission

V. PRESENTATION

- Friends of Lake Bemidji – Syd Corrigan

*Bemidji—Regional Center Amenities with Small Town Character*

**VI. OLD BUSINESS**

- 8) Update - Country Inn & Suites

**VII. UPCOMING COUNCIL MEETINGS**

- Monday, July 22 5:30 p.m. Special Work Session – South Shore Beach Design
- Monday, July 29 5:30 p.m. Special Work Session – Development Review Process
- Monday, August 5 7:00 p.m. Council Meeting

**VIII. MAYOR AND COUNCIL REPORTS**

- Please limit your committee reports to 4 minutes

**IX. ADJOURN**

**RECONVENE AS THE B.E.D.A.**

# CITY COUNCIL PROCEEDINGS

## BEMIDJI, MINNESOTA

### Regular Meeting – July 1, 2013

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, July 1, 2013 at 7:00 p.m. in the Council Chambers of City Hall, Mayor Albrecht presiding.

Upon roll call, the following Councilmembers were declared present: Albrecht, Meehlhause, Johnson, Hellquist, Olson, Erickson, Thompson

Staff Present: City Manager John Chattin, City Attorney Alan Felix, Public Works Director/City Engineer Craig Gray, Finance Director Ron Eischens, City Clerk Kay Murphy

#### **AMENDMENTS TO AGENDA**

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

#### **MINUTES**

The following minutes were presented for approval:

Regular Council	June 17, 2013
Special BEDA	June 17, 2013

**Motion by Erickson, seconded by Thompson, to approve the minutes as prepared. Motion carried by unanimous vote.**

#### **CONSENT AGENDA**

The following Consent Agenda items were presented for approval with the addition of authorization to attend the CGMC Conference in Bemidji, July 24-26 for Albrecht, Olson, Meehlhause, Johnson. **Motion by Meehlhause, seconded by Johnson, to approve the Consent Agenda items as follows:**

1. Claims submitted by the Finance Officer in the total amount of \$1,004,176.21
2. Claims submitted by Venuworks for the Sanford Center in the total amount of \$45,164.18
3. 1 day Temporary Consumption & Display Permit – Chamber on 8/13/2013
4. **RESOLUTION NO. 5843:** Repair or Remove Structure(s) Located at 1011 Irvine Avenue NW
5. Purchase of a 2014 Ford Escape S from Nelson Auto Center, Fergus Falls (\$20,397.84) – Police Department (parking enforcement)
6. Declare Vehicle Surplus (2006 Chev Impala) – Police Department
7. Purchase Paint Sprayer from Diamond Vogel in the amount of \$7,573.16 (includes tax) – Street Department
8. Authorized Attendance at the CGMC Conference in Bemidji, July 24-26 – Albrecht, Olson, Meehlhause, Johnson

**Motion carried by unanimous vote.**

### **CITIZENS NOT ON AGENDA**

No one appeared.

### **COMMITTEE REPORTS**

**Bemidji Youth Advisory Commission** – Councilor Meehlhause reported that the BYAC is in the process of interviewing for next year's members.

**Librarian's Report** - Paul Ericsson, Branch Manager, reported on the summer reading program, the book festival and other upcoming events. Discussion continued regarding the need for one additional staff at the library.

### **PUBLIC HEARING**

#### **Business Subsidy Request**

City Attorney Felix reviewed the business subsidy request stating that the Council previously approved the tentative terms of a gap financing loan to Wayzata Bemidji Hospitality Associates, LLC from the City's Revolving Loan Fund administered by the HRDC. Due to the amount of the loan and the fact that the interest rate offered with that loan is below commercial market rates, the loan constitutes a business subsidy under the City's Business Subsidy Policy, as well as the State Business Subsidy Act, Minn. Stat §116J.991-116J.993. Therefore, a public hearing in connection with the Council's consideration and approval of a business subsidy and business subsidy agreement terms is required.

Pursuant to published notice a public hearing was held regarding input on a Business Subsidy Request from Wayzata Bemidji Hospitality Associates, LLC. Mayor Albrecht opened the Public Hearing at 7:24 p.m. With no public comment the hearing was closed at 7:27 p.m.

Felix stated that the public purpose is economic development and enhancement of the operation of the Sanford Center by construction of a hotel and connected pedestrian walkway. The setting of jobs, jobs creation and wages are not necessary as they are already addressed under the loan agreement.

**Motion by Johnson, seconded by Meehlhause, authorizing the City Manager to finalize and execute the Business Subsidy/Business Agreement between the City of Bemidji and Wayzata Bemidji Hospitality Associates, LLC via the development agreement. Upon a roll call vote the motion carried unanimously.**

### **NEW BUSINESS**

#### **Water Treatment Facility Improvements**

Public Works Director Gray stated that there is \$500,000 in the Capital Improvement Plan (CIP) for improvements to the city's wellfield and water treatment facility. City staff and Karvakko Engineering have completed a feasibility study that assessed the most critical improvements that are needed at the wells and the plant. The feasibility study outlined four phased areas of projects that the city should consider now and in the future. It is proposed to design and proceed with the two most critical components this year. The remaining improvements can be incorporated into future CIP's. The improvements that are proposed for 2013 are:

1. Water Treatment Facility Upgrades – bring the existing facility into code compliance, water treatment standards and making it more energy efficient.
2. Secondary Water Treatment – construct a small treatment building on the north side of the well field.

Mayor Albrecht asked if there was any public financing that could be used for funding. Gray responded that he is not aware of any funding for developed cities. Gray stated that the project would be funded with fees collected through the water access charge.

**Motion by Olson, seconded by Johnson, authorizing the Director of Public Works/City Engineer to proceed with the design and bidding of the 2013 Wellfield & Water Treatment Facility Improvement Project (#13-07). Motion carried unanimously.**

**UPCOMING COUNCIL MEETINGS**

- Monday, July 8      5:30 p.m.      Work Session – 2012 Audit and CGMC Update
- Monday, July 15     7:00 p.m.      Council Meeting
- Monday, July 22     5:30 p.m.      Work Session – Southshore Beach Cleanup

**COUNCIL/STAFF REPORT**

- Council members provided updates on current events and meetings.
- Ribbon cutting ceremony at North Country Park; Wednesday, July 3 at noon.
- City received GreenStep City Initiative Step 2 from the League of Mn Cities.

**ADJOURN**

There being no further business, motion by Hellquist, seconded by Meehlhause, to adjourn the meeting. Motion carried. Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Kay M. Murphy  
City Clerk

**SPECIAL  
BEMIDJI ECONOMIC DEVELOPMENT AUTHORITY  
MINUTES**

**Monday, July 1, 2013**

Pursuant to due call and notice, a special meeting of the Bemidji Economic Development Authority (BEDA) of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, July 1, 2013, at 6:00 p.m. in the Conference Room of City Hall, President Albrecht presiding.

Upon roll call, the following Commissioners were declared present: Albrecht, Meehlhause, Hellquist, Johnson, Thompson, Erickson, Olson

Staff Present: City Manager John Chattin, City Attorney Alan Felix, Finance Director Ron Eischens, Public Works Director Craig Gray, City Clerk Kay Murphy

Others Present: Tom Hanson, Zorbaz; Dave Hengel, Greater Bemidji; Tiffany Fettig, HRDC

President Albrecht stated that the purpose of the Special BEDA meeting was for a development presentation from Zorbaz and to review and discuss an offer for the purchase of B.E.D.A. land located west of the Sanford Center.

Tom Hanson, founder/owner of Zorbaz, presented a proposal to locate a Zorbaz in the Village of the South Shore. He reviewed his business model stating that Zorbaz can bring traffic to the area, lake culture, outdoor activity, and be a perfect complement to the park. He stated that the restaurant would be 6,500 sq. ft. with a 2,500 sq. ft. patio. It also would employ 35 to 45 people.

Mr. Hanson's proposal was to purchase 1 to 1.5 acres of land located in the Southshore at \$7 sq.ft., and defer payment for five years or until the beach is developed whichever is later. He requested no loan funds, tax increment financing or city subsidy. He further stated that this was his only offer and would not be open to counteroffers.

Discussion continued regarding the condition of the beach, the "historic" bathhouse and the requirement for public dock. It was observed that the City Council will be discussing the cost of the beach cleanup at a work session in July.

**Motion by Erickson, seconded by Meehlhause, to close the meeting in accordance with Minnesota Statute Section 13D.05, Subd. 3(b) for the purpose of discussing, developing, and/or considering offers or counter-offers for the proposed sale of BEDA property. Motion carried unanimously. Meeting closed at 6:36 p.m.**

Staff Present: City Manager John Chattin, City Attorney Alan Felix, Finance Director Ron Eischens, Public Works Director Craig Gray, City Clerk Kay Murphy

an appropriation adjustment every year based on inflation. The changes to the formula will provide an additional \$440,000 for the City in 2014. Peterson stated that in future sessions CGMC will focus on economic development, however, they will continue to watch LGA.

**Meeting with Northern & Bemidji Townships**

Mayor Albrecht stated that 2 to 3 representatives from the City Council have been asked to meet with Northern and Bemidji Townships to discuss how to implement the settlement agreement reached between the City and Bemidji Township. She suggested that Johnson and Erickson join her in that meeting.

**Motion by Hellquist, seconded by Meehlhause, appointing Mayor Albrecht, Councilors Johnson and Erickson to meet with Northern and Bemidji Township at a meeting on Wednesday, July 10 to discuss how to implement the settlement agreement. Motion carried unanimously.**

**ADJOURN**

There being no further business, motion by Hellquist, seconded by Meehlhause, to adjourn the meeting. Motion carried. Meeting adjourned at 6:40 p.m.

Respectfully submitted,

Kay M. Murphy  
City Clerk

# **CITY COUNCIL PROCEEDINGS**

## **BEMIDJI, MINNESOTA**

### **Work Session – July 8, 2013**

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, July 8, 2013, 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, Hellquist, Johnson, Olson, Erickson, Thompson

Staff Present: City Manager John Chattin, Finance Director Ron Eischens, Public Works Director/City Engineer Craig Gray, City Clerk Kay Murphy

Others Present: Miller McDonald – Lisa Jones; Flaherty & Hood – Bradley Peterson

#### 2012 Audit

Eischens stated that the purpose of the meeting was to review the 2012 audit report with the City's accounting firm, Miller McDonald. He stated that the annual audit is required by the City Charter and State Statute. He stated that if there was anything significant in the audit, staff would have brought it to the Council's attention.

Lisa Jones, Lead Auditor with Miller McDonald, Inc., reviewed the 2012 Audit with the Council. Ms. Jones noted the following items from the Audit:

- The assets of the City exceeded liabilities by \$98.5 million. Of this amount, \$17.7 million may be used to meet the government's ongoing obligations in accordance with the City's fund designations and fiscal policies.
- Total outstanding debt obligations were \$72.5 million at the end of the year. General obligation debt amounts to \$19.2 million, of which \$8.9 million has primary sources to cover debt payments from revenue other than property taxes.
- The City has ample funds to meet the State's recommendation for 5 months of cash flow reserves.
- One deficiency was noted regarding the auditor preparing the financial statements. Jones noted that this is very common and not a new deficiency.
- It was noted that staff are doing a good job of following purchasing procedures.
- Fixed asset schedule – City staff have taken a more active role in tracking assets.

#### CGMC Update

Bradley Peterson, senior attorney with Flaherty & Hood which represents the CGMC, stated that going into the 2013 Legislative session the CGMC goals were:

- To balance the State's budget without property tax increases; and
- To reform and obtain funding for LGA.

Peterson recapped the changes made to LGA which was showing its age as the formula was not working. CGMC participated in a group made up of representatives from Minneapolis, St. Paul, Metro Cities and the League of Mn Cities which resulted in a simplified LGA formula. A critical element of the LGA reform proposal was the inclusion of



an appropriation adjustment every year based on inflation. The changes to the formula will provide an additional \$440,000 for the City in 2014. Peterson stated that in future sessions CGMC will focus on economic development, however, they will continue to watch LGA.

Meeting with Northern & Bemidji Townships

Mayor Albrecht stated that 2 to 3 representatives from the City Council have been asked to meet with Northern and Bemidji Townships to discuss how to implement the settlement agreement reached between the City and Bemidji Township. She suggested that Johnson and Erickson join her in that meeting.

**Motion by Hellquist, seconded by Meehlhause, appointing Mayor Albrecht, Councilors Johnson and Erickson to meet with Northern and Bemidji Township at a meeting on Wednesday, July 10 to discuss how to implement the settlement agreement. Motion carried unanimously.**

**ADJOURN**

There being no further business, motion by Hellquist, seconded by Meehlhause, to adjourn the meeting. Motion carried. Meeting adjourned at 6:40 p.m.

Respectfully submitted,

Kay M. Murphy  
City Clerk

# Bill List Summary

July 15, 2013

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
11544-11673	See Attached List	<u>2,397,397.26</u> 2,397,397.26
	TOTAL	\$2,397,397.26

# Accounts Payable

## Blanket Voucher Approval Document

User: monicae  
Printed: 07/10/2013 - 9:38AM  
Warrant Request Date: 07/16/2013  
DAC Fund:



### COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	Ace On The Lake	000011544	1,574.15
2	Acme Tools-Bemidji	000011545	84.37
3	Albrecht, Rita	000000000	290.04
4	Ameripride	000000000	558.72
5	Ashco Exteriors Inc	000011546	42,829.03
6	Auto Value Bemidji	000011547	131.18
7	Automatic Systems Co.	000011548	1,745.60
8	Baker & Taylor	000000000	234.46
9	Baumgartner, Don	000000000	36.73
10	BDI (77)	000011549	65.46
11	Bellboy Corporation	000000000	2,302.57
12	Beltrami County Auditor/Treasurer	000011550	15,401.56
13	Beltrami County Recorder	000011551	46.00
14	Beltrami Electric Coop	000011552	426.26
15	Beltrami Humane Society	000011553	300.00
16	Beltrami Industrial Service, Inc.	000011554	122.91
17	Bemidji Coca-Cola Bottling Co, Inc	000011555	907.00
18	Bemidji Coop Ass'n, Inc.	000011556	677.65
19	Bemidji Paper Sales, Inc.	000000000	2,105.97
20	Bemidji Township	000011557	11,622.33
21	Bemidji Welders Supply, Inc.	000011558	86.24
22	Bergerson-Caswell, Inc.	000011559	12,070.00
23	Bernick's	000000000	46,169.01
24	Big North Distr. Co, Inc.	000011560	62,814.49
25	Bluefin Payment Systems	000000000	749.44
26	Bob Lowth Ford, Inc.	000011561	46.35
27	Bobcat of Bemidji	000000000	539.99
28	Bonded Lock & Key of Bemidji	000011562	26.56
29	Bound Tree Medical, LLC	000011563	196.28
30	Buy Line	000011564	362.40
31	BW Distributing	000011565	44.99
32	Carquest Auto Parts-Bemidji	000011566	80.65
33	Chocolates Plus	000011567	75.00
34	Chosen Valley Testing	000011568	1,494.00
35	City of Bemidji	000000000	6,641.82
36	Columbia Cascade Company	000011569	156.00
37	Commissioner of Transportation	000011570	113.77
38	Crazy About Cleaning	000000000	840.21
39	Crofut Family Winery & Vineyard, LLC	000011571	96.80
40	Cross Nurseries, Inc.	000011572	2,719.43
41	Diversified Builders & Design	000011573	19,935.00
42	Docu Shred	000011574	40.06
43	DPC Industries, Inc.	000011575	4,145.36
44	Dress Club Cleaners	000011576	6.79
45	Earl F. Andersen, Inc.	000011577	367.51

Page Total: \$241,280.14

Line	Claimant	Voucher No.	Amount
46	Eischens, Ron	00000000	254.25
47	ElderCare of Bemidji	000011578	19,743.18
48	Element Payment Services, Inc.	000000000	58.98
49	Emergency Automotive Technologies, Inc.	000000000	349.86
50	Era Laboratories, Inc.	000000000	829.00
51	Erickson, Dan	000011579	386.05
52	Fargo-Forks Freightliner	000011580	68.13
53	Fastenal Company	000011581	45.53
54	Fed Ex	000011582	32.63
55	FleetPride, Inc.	000011583	85.35
56	Flexible Pipe Tool Company	000000000	953.49
57	G & K Services Inc	000011584	89.56
58	Gaylord Bros., Inc.	000011585	88.98
59	Gopher State One-Call	000000000	586.30
60	Grainger	000011586	44.44
61	Grand Forks Fire Equipment LLC	000000000	35,044.25
62	Graphic FX	000011587	1,342.47
63	Guardian Pest Control, Inc	000011588	144.01
64	Guidestar Realty	000011589	169,093.70
65	Hansen, David	000000000	22.00
66	Hawkins, Inc.	000000000	14,146.04
67	HD Waterworks Supply	000011590	427.55
68	Headwaters Science Center	000011591	150.00
69	Hegna Inc.	000011592	500.00
70	Heimkes, Paul R.	000011593	695.20
71	Indian Island Winery	000011594	1,806.72
72	Ink Spot Press	000011595	318.01
73	Jack's Stop, Inc	000011596	203.06
74	JCD Property LLC	000011597	250.00
75	Jim Hirt Trucking, Inc	000011598	2,694.78
76	JOBSHQ	000011599	692.00
77	Johnson Bros., Inc.	000011600	26,491.13
78	Johnson, Ron	000000000	60.00
79	Karvakkko Engineering	000000000	8,133.69
80	Keepsr, Inc.	000011601	504.44
81	Kenny's	000011602	62.14
82	Knife River Materials	000011603	614.59
83	Kraus-Anderson Construction Co.	000011604	67,127.00
84	LAMON, NANCY	000011605	45.76
85	Larry's Machine Shop	000011606	164.44
86	Larson Building, Inc.	000011607	2,500.00
87	Lawson Products, Inc.	000011608	232.25
88	Leech Lake Brewing Company	000000000	335.40
89	Lewandowski, M.S.Ed, Doug	000011609	800.00
90	Luekens Village Foods North	000011610	180.58
91	Luekens Village Foods South	000011611	10.20
92	Lundmark Construction	000011612	18,499.00
93	Macqueen Equipment, Inc.	000011613	1,104.67
94	Magnuson, John	000011614	519.25
95	Marco, Inc.	000011615	1,247.02
96	Marcotte, James	000000000	116.00
97	MCFOA	000011616	70.00
98	McKinnon Co., Inc.	000011617	22,428.20
99	McMaster-Carr Supply Co.	000000000	114.06
100	Menards-Bemidji	000000000	129.84
101	Midwest Playscapes Inc.	000011618	2,347.57
102	Miller, Kent	000000000	229.22

Page Total: \$405,211.97

Line	Claimant	Voucher No.	Amount
103	Minnestalgia Winery	000011619	360.00
104	MN Bureau Criminal Apprehension	000011620	5.76
105	MN Chiefs of Police Assn	000011621	1,037.22
106	MN Dept of Health	000011622	100.00
107	MN Energy Resources	000000000	3,479.27
108	MN Municipal Beverage Assn	000011623	2,350.00
109	MN Winegrowers Cooperative	000011624	234.00
110	NAPA Auto Parts	000000000	152.65
111	Naylor Heating & Refrigeration	000011625	1,857.63
112	NCL of Wisconsin, Inc	000000000	99.73
113	Nei Bottling, Inc.	000011626	603.66
114	Neopost Great Plains	000011627	784.41
115	Neopost USA , Inc	000011628	88.39
116	Next Innovations, LTD	000011629	922.33
117	North Country Business Product	000000000	2,262.50
118	North Country Electrical Services, Inc.	000011630	616.65
119	Northern Township	000011631	29,602.50
120	Northwoods Ice, Inc.	000011632	1,609.50
121	Northwoods Landscape & Rec. Inc.	000011633	1,816.88
122	NW Tire, Incorporated	000011634	51.82
123	Occupational Development, Inc	000011635	232.92
124	Olson, Reed	000000000	331.04
125	OTIS Elevator Company	000011636	967.68
126	Pace Development, Inc	000011637	16,471.42
127	Paskvan Real Estate LLLP	000011638	140.00
128	Paul Bunyan Communication	000011639	1,742.33
129	Paul Bunyan Transit	000011640	225.00
130	Paustis & Sons	000011641	975.71
131	Peterson Sheet Metal, Inc.	000000000	225.00
132	Phillips Wine & Spirits	000011642	17,272.21
133	Pioneer	000011643	948.18
134	Port-O-Wild Security, Inc.	000000000	427.50
135	Portable Welding	000011644	3,390.00
136	Postmaster	000011645	2,232.99
137	R.P. Broadcasting , Inc.	000011646	120.00
138	Raphaels Bakery Cafe	000011647	12.90
139	Richards Publishing Company	000011648	619.77
140	Roger's Two Way Radio, Inc.	000011649	2,400.02
141	Rohlfing of Brainerd, Inc.	000000000	1,227.65
142	Sadeks Repair & Welding, Inc.	000011650	1,521.93
143	Select Account	000011651	126.27
144	Simple, Lonnie	000011652	149.31
145	Sew It All	000011653	26.72
146	Southern Wine & Spirits of Minnesota	000011654	22,806.91
147	Spee-Dee Delivery Service, Inc.	000011655	47.78
148	Stretch Auto Body & Repair, Inc.	000011656	188.10
149	Sunny Hill Distr., Inc.	000011657	7,215.64
150	Tesoro	000011658	55.00
151	The RPC Group	000011659	6,361.09
152	The Tessman Company	000011660	1,111.97
153	Thunderbird Trophies	000011661	12.40
154	Tires Plus of Bemidji	000011662	165.84
155	TORFIN, JOANNE	000011663	25.79
156	Verizon Wireless	000011664	1,950.18
157	VisitBemidji	000000000	23,892.12
158	Visnovec, Brenda	000011665	571.00
159	Wagner Plumbing & Heating, Inc	000011666	84.00

Page Total: \$164,309.27

<b>Line</b>	<b>Claimant</b>	<b>Voucher No.</b>	<b>Amount</b>
160	Waste Management of WI-MN	000011667	2,521.52
161	Weiher, Dwayne	000011668	250.00
162	Wells Fargo	000000000	1,556,937.49
163	Wells Fargo-ACH	000000000	9,364.18
164	Wes Plumbing & Heating	000011669	180.30
165	Williams Fastener & Supply	000011671	453.43
166	Williams, Peter John	000011670	25.00
167	Wine Merchants	000011672	367.50
168	Wirtz Beverage Minnesota Wine & Spirits, Inc	000011673	16,280.05
169	Zee	000000000	216.41
<b>Page Total:</b>			<b>\$1,586,595.88</b>
<b>Grand Total:</b>			<b>\$2,397,397.26</b>

# VenuWorks of Bemidji, LLC Unpaid Bills Detail

As of July 3, 2013

	<u>Due Date</u>	<u>Open Balance</u>
<b>ACE on the Lake</b>		
	07/05/2013	289.46
Total ACE on the Lake		<u>289.46</u>
<b>AmeriPride Services</b>		
	07/01/2013	354.34
	07/04/2013	47.25
	07/27/2013	389.78
Total AmeriPride Services		<u>791.37</u>
<b>Beltrami County Solid Waste</b>		
	07/15/2013	397.60
Total Beltrami County Solid Waste		<u>397.60</u>
<b>Bemidji Communications</b>		
	07/05/2013	825.70
	07/05/2013	102.01
Total Bemidji Communications		<u>927.71</u>
<b>Bemidji Rotary Club</b>		
	07/01/2013	142.00
Total Bemidji Rotary Club		<u>142.00</u>
<b>Bonded Lock and Key</b>		
	07/26/2013	6.98
Total Bonded Lock and Key		<u>6.98</u>
<b>City of Bemidji MN</b>		
	07/15/2013	1,329.69
	07/15/2013	35,437.00
	07/15/2013	2,357.23
Total City of Bemidji MN		<u>39,123.92</u>
<b>ColePapers</b>		
	07/08/2013	447.35
Total ColePapers		<u>447.35</u>
<b>Dakota Supply Group</b>		
	07/12/2013	69.92
	07/19/2013	60.97
Total Dakota Supply Group		<u>130.89</u>
<b>Dennis Noska</b>		
	06/01/2013	250.00
Total Dennis Noska		<u>250.00</u>

# VenuWorks of Bemidji, LLC Unpaid Bills Detail

As of July 3, 2013

	<u>Due Date</u>	<u>Open Balance</u>
<b>Dunn Bros Coffee</b>		
	06/30/2013	1,079.00
<b>Total Dunn Bros Coffee</b>		<u>1,079.00</u>
<b>Fastenal Company</b>		
	06/29/2013	9.58
<b>Total Fastenal Company</b>		<u>9.58</u>
<b>Forklifts of Minnesota, Inc.</b>		
	07/08/2013	124.26
	07/08/2013	124.26
<b>Total Forklifts of Minnesota, Inc.</b>		<u>248.52</u>
<b>G&amp;K Services</b>		
	06/11/2013	421.91
	06/27/2013	490.31
	07/04/2013	485.30
	07/11/2013	565.04
<b>Total G&amp;K Services</b>		<u>1,962.56</u>
<b>Holmes Murphy</b>		
	06/27/2013	115.00
	06/27/2013	22.00
<b>Total Holmes Murphy</b>		<u>137.00</u>
<b>Johnson Brothers Liquor Co.</b>		
		-102.00
	07/26/2013	225.48
<b>Total Johnson Brothers Liquor Co.</b>		<u>123.48</u>
<b>KOZY-AM KMFY-FM</b>		
	06/11/2013	200.00
<b>Total KOZY-AM KMFY-FM</b>		<u>200.00</u>
<b>Luekens - South</b>		
	07/15/2013	705.46
<b>Total Luekens - South</b>		<u>705.46</u>
<b>Marco</b>		
	07/05/2013	27.00
<b>Total Marco</b>		<u>27.00</u>



# VenuWorks of Bemidji, LLC Unpaid Bills Detail

As of July 3, 2013

	<u>Due Date</u>	<u>Open Balance</u>
<b>Musco Sports Lighting, LLC</b>		
	06/23/2013	166.44
Total Musco Sports Lighting, LLC		<u>166.44</u>
<b>NLFX Professional</b>		
	06/11/2013	700.00
Total NLFX Professional		<u>700.00</u>
<b>North Country Business Products</b>		
	07/10/2013	184.65
Total North Country Business Products		<u>184.65</u>
<b>North Star Publishing</b>		
	06/11/2013	303.08
	06/11/2013	4.55
Total North Star Publishing		<u>307.63</u>
<b>OfficeMax</b>		
		-34.35
	07/18/2013	31.12
	07/19/2013	130.22
	07/19/2013	16.42
	07/26/2013	42.48
Total OfficeMax		<u>185.89</u>
<b>Otter Tail Power Company</b>		
	07/25/2013	13,881.99
Total Otter Tail Power Company		<u>13,881.99</u>
<b>Paul Bunyan Broadcasting Co</b>		
	06/16/2013	192.00
	06/16/2013	120.00
	06/16/2013	420.00
	06/16/2013	384.00
Total Paul Bunyan Broadcasting Co		<u>1,116.00</u>
<b>Paul Bunyan Communications</b>		
	06/11/2013	2,525.38
Total Paul Bunyan Communications		<u>2,525.38</u>
<b>R&amp;R Specialties of Wisconsin, Inc</b>		
	07/19/2013	240.52
Total R&R Specialties of Wisconsin, Inc		<u>240.52</u>

# VenuWorks of Bemidji, LLC Unpaid Bills Detail

As of July 3, 2013

	<u>Due Date</u>	<u>Open Balance</u>
<b>Roger's Two Way Radio Inc</b>		
	07/10/2013	641.25
Total Roger's Two Way Radio Inc		<u>641.25</u>
<b>Sysco North Dakota, Inc.</b>		
	07/21/2013	839.03
	07/24/2013	619.98
	07/26/2013	2,593.70
	07/28/2013	1,026.98
	07/31/2013	682.28
Total Sysco North Dakota, Inc.		<u>5,761.97</u>
<b>Thunderbird Trophies</b>		
	06/27/2013	10.63
Total Thunderbird Trophies		<u>10.63</u>
<b>Tom Quinn</b>		
	06/21/2013	363.39
Total Tom Quinn		<u>363.39</u>
<b>VenuWorks, Inc.</b>		
	06/05/2013	5,208.71
Total VenuWorks, Inc.		<u>5,208.71</u>
<b>TOTAL</b>		<u><u>78,294.33</u></u>

## GENERAL BUSINESS LICENSES - 2013

<b>Type of License</b>	<b>Business Name</b>	<b>Business Location</b>	<b>Fee Paid</b>
<b>Tree Service</b>	LLOYD CERMAK HANDYMAN LLC	WITHIN BEMIDJI CITY LIMITS	\$65.00

# RESOLUTION NO.

## A RESOLUTION APPROVING TEMPORARY OFF- PREMISES LIQUOR PERMITS AND STREET CLOSURES FOR THE 2013 BSU HOMECOMING STREET DANCE

**WHEREAS**, the Bemidji Area Alumni Chapter, in partnership with the Bemidji State University Alumni Association, hereinafter the "Event Organizers", are sponsoring the 2013 Homecoming Street Dance in the City of Bemidji on September 28, 2013; and

**WHEREAS**, the Event Organizers have requested that Beltrami Avenue between 3<sup>rd</sup> and 4<sup>th</sup> Streets be closed including the alleys with access to Classic Hardtimes and a portion of the alley north of the Northwest Minnesota Foundation building; and

**WHEREAS**, the Event Organizers will provide the City with a Certificate of Liability Insurance naming the City as an "additional insured" for the duration of the special event; and

**WHEREAS**, the Event Organizers agree to observe all state and local laws relating to the sale of alcoholic beverages; and

**WHEREAS**, the Event Organizers 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 Street Department staff, and to submit appropriate applications and user and permit fees to the City Clerk; and

**NOW, THEREFORE**, be it resolved by the Bemidji City Council to authorize the Temporary Off-Premises Liquor Permits to Restaurants within the designated event area and closure of street, alleys and sidewalks as described herein on September 28, 2012 beginning at **5:00 p.m. and ending at 12:30 p.m. for the purpose of the 2013 BSU Homecoming Street Dance.**

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:

Passed: July 15, 2013

ATTEST:

APPROVED:

\_\_\_\_\_  
Kay M. Murphy, City Clerk

\_\_\_\_\_  
Rita C. Albrecht, Mayor



June 10, 2013

**BSU Foundation**

218-755-2762

888-234-5718

foundation@bemidjistate.edu

www.bsufoundation.org

Fax: (218) 755-4146

Mayor Rita Albrect  
Bemidji City Council  
317 4<sup>th</sup> Street  
Bemidji, MN 56601

**BSU Alumni Association**

218-755-3989

877-BSU-ALUM (278-2586)

alumni@bemidjistate.edu

www.bsualumni.org

Fax: (218) 755-2121

Dear Mayor Albrect and Council Members:

The Bemidji Area Alumni Chapter, in partnership with the Bemidji State University Alumni Association, is again seeking permission to host a street dance in conjunction with BSU Homecoming on the evening of Saturday, September 28, 2013. This event proved to be extremely successful the past five years and has met our goal of providing a signature Homecoming event for our alumni returning to Bemidji for the weekend, as well an opportunity to bring together alumni and non-alumni in the community.

Once again, we would like to block off Beltrami Avenue between 3<sup>rd</sup> and 4<sup>th</sup> streets and set up tents on the street for a band and dancing. We would also again like permission for participants to be able to carry their alcoholic beverages on the street within the barricaded area. We would like to request permission to use snow fencing and again wish to extend the barricaded area to include the alley to the north of Wells Fargo off Beltrami where we will locate the portable toilets. We'll also include the alley to the north of Keg 'N Cork so participants can access Backyard Barbecue without having to block off the sidewalk on 3<sup>rd</sup> Avenue. This approach worked well the past four years.

Following are details regarding this event:

- 1) You must be 21 or older to participate. Access points will be established on both ends of Beltrami Avenue. All entrants will be ID'd and charged a \$5 entry fee. Wrist bands will be used to indicate participants have paid the entry fee. Bars will still be responsible for checking ID's when they sell alcohol.
- 2) Additional vendors will be solicited to provide food options to supplement the services of participating area establishments.
- 3) Security will be hired to patrol the event area.
- 4) The Street Dance Committee will be responsible for providing portable toilets within the event area, as well as set up and clean-up of the entire space.

We truly appreciate your consideration and support of this request.

Sincerely,

*Caroline Norelius*

Caroline Norelius  
Director of Alumni Relations

*Classic Hardtimes*

# RESOLUTION NO.

## A RESOLUTION SUPPORTING THE CITY'S APPLICATION FOR A STATE CAPITAL APPROPRIATION IN 2014 LEGISLATIVE SESSION FOR REHABILITATION AND RESTORATION OF THE BEMIDJI CARNEGIE LIBRARY

**WHEREAS**, the City of Bemidji owns the Carnegie Library Building which is on the National Register of Historic Places; and

**WHEREAS**, the City previously completed the Carnegie Library Reuse Study which has been reviewed and approved by the City Council and its Parks and Trails Commission; and

**WHEREAS**, Michael J. Burns Architects of Moorhead, a firm experienced in historical structure restoration created a Scope of Work for the Bemidji Carnegie which led to the development of the budget for the project; and

**WHEREAS**, the total budget for this project including planning and design, relocation of the structure, hazardous materials remediation, and construction is \$1.641 million; and

**WHEREAS**, on June 17, 2013 the Bemidji City Council authorized staff to submit a bonding request on their behalf in the amount of \$800,000.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Bemidji seeks bonding appropriation in the amount of \$800,000 to assist in the renovation and rehabilitation of the Carnegie Library Building.

The foregoing resolution was offered by Councilmember \_\_\_\_\_, and upon due second by Councilmember \_\_\_\_\_ was passed by the following vote:

Ayes:

Nays:

Absent:

Passed: July 15, 2013

ATTEST:

APPROVED:

\_\_\_\_\_  
Kay M. Murphy, City Clerk

\_\_\_\_\_  
Rita C. Albrecht, Mayor

**Budget Change Request Form**

**Requestor Information**

Department: General Date: 07/15/2013  
Dept. Head: Ron Eischens

**Reallocation Request**

<u>Account Number</u>	<u>Account Name</u>	<u>Amount Added</u>	<u>Amount Deducted</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Additional Appropriation Request**

<u>Account Number</u>	<u>Account Name</u>	<u>Amount Requested</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Reason for additional appropriation: Record transfer between bond funds to reflect close out of Fund 502, transfer Hotel downpayments and B&B land sales to bond fund and record council approved expenditures not originally budgeted for

**Action Taken**

City Manager Action:  Approved  Rejected  Recommended to Council

City Council Action:  Approved  Rejected on the \_\_\_ day of \_\_\_\_\_ 20\_\_.

Attach any additional information desired to support/clarify your request.

**CITY OF BEMIDJI  
BUDGET CHANGE FORM  
MODIFICATION # 2**

Account #	Account Name	Explanation	Revenue Increase (Decrease)	Expenditure Increase (Decrease)
502-47100-40710	Transfer Out	Transfer bond funds		4,372
375-00000-39219	Transfer In	Transfer bond funds	4,372	
101-49001-40229	Contingency (2012 surplus)	Bridge Sign		14,935
		Lobby Costs		5,000
		Trees		1,000
		Downtown Christmas light repairs		35,000
604-49720-40710	Transfer Out	Move B&B and Hotel Land Sale \$\$\$		453,835
307-00000-39219	Transfer In	to Bond Fund	453,835	
<b>TOTAL</b>			<b>458,207</b>	<b>514,142</b>