

BEMIDJI CITY COUNCIL AGENDA

Tuesday, July 5, 2016

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



➤ ROLL CALL

➤ PLEDGE OF ALLEGIANCE TO THE FLAG

➤ AMENDMENTS TO AGENDA

I. MINUTES

- 1) Regular Council: June 20, 2016
- Work Session: June 27, 2016

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 \$2,398,764.94
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$ 11,957.27
- 4) Approval Business Licenses for 2016
- 5) 1-4 Day Temporary Liquor License – BSU (July 16)
- 6) Resolution Approving the Temporary Off-Premises Liquor Permit for Buffalo Wild Wings Cornhole Tournament on July 16, 2016
- 7) Accept Assistance to Firefighters Grant in the amount of \$95,160

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 **4 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. UPCOMING MEETINGS

- Monday, July 11 5:30 p.m. Work Session – TMDL / MPCA
- Monday, July 18 6:00 p.m. Council Meeting

V. MAYOR AND COUNCIL REPORTS

- Please limit your committee reports to 4-5 minutes

VI. ADJOURN

Bemidji—Regional Center Amenities with Small Town Character

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Regular Meeting – June 20, 2016

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, June 20, 2016 at 6:00 p.m. in the Council Chambers of City Hall, Mayor Pro-tem Johnson presiding.

Upon roll call, the following Councilmembers were declared present: Meehlhause, Johnson, Olson, Erickson, Larson, Hellquist (arrived at 6:20 p.m.) Absent: Albrecht

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

AMENDMENTS TO AGENDA

Mayor Pro-tem Johnson called for any amendments to the agenda. **Motion by Erickson, seconded by Olson, to approve the agenda as prepared. Motion carried by unanimous vote.**

MINUTES

The following minutes were presented for approval:

Council Meeting	June 6, 2016
Work Session	June 13, 2016

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

CONSENT AGENDA

The following Consent Agenda items were presented for approval. Johnson noted the following changes: Removal of 1 Day Permit for Sanford Health and the addition of the re-appointment of Lee Coe to Paul Bunyan Transit Joint Powers Board. **Motion by Larson, seconded by Olson, to approve the Consent Agenda items as follows:**

1. Claims Submitted by Finance Officer in the amount of \$698,166.61
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$56,146.80
3. Approval Business Licenses for 2016
4. 1 Day Temporary Consumption & Display Permit - Chamber Event - July 12
5. Waive Various City Permit Fees for Northwoods Habitat for Humanity Project at 710 19th Street NW
6. **RESOLUTION NO. 6018:** Authorizing the City Attorney to Sign the MN Court Data Service for Governmental Agencies Master Subscriber Agreement
7. Purchase of Point of Sale System for Liquor Stores – RITE (\$34,164)
8. Re-appointment to the Paul Bunyan Transit Joint Powers Board – Lee Coe

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

No one appeared.

REPORTS

Youth Advisory Commission – Sophie Warrick stated that the June 7 Youth Rally was attended well and they were happy with the results. She noted that elections were held.

Legislative Update

Senator Tom Saxhaug detailed updates from the Minnesota Legislative session. He discussed how the Legislature was unable to finish a supplemental finance bill but unable to complete work on a tax bill and a bonding bill. If a special session occurs, Senator Saxhaug believed it would likely be brief.

VisitBemidji Report

Susan Goudge, Director, stated that they provide services to planners for meetings, tournaments and events as well as group tours. In addition, they provide marketing tools, i.e., brochures, area guides, maps. Goudge reported the economic impact of the tourism industry in Bemidji. Goudge provided a quick look at the newly designed VisitBemidji website which is more streamlined and workable on all platforms to accommodate tablets and smartphones.

ORDINANCES

ORDINANCE NO. 125, 3RD SERIES, AN ORDINANCE Amending an Uncoded Section of the Bemidji City Code Pertaining to Alley and Street Vacation (Carson's Addition) was given a final reading and passed by unanimous vote.

Motion by Olson, seconded by Meehlhause, approving publication of a summary of Ordinance No. 125, 3rd Series. Motion carried unanimously.

ORDINANCE NO. 126, 3RD SERIES, AN ORDINANCE Amending an Uncoded Section of the Bemidji City Code (Authorizing the Transfer and Exchange of Real Property) was given a final reading and passed by unanimous vote.

Motion by Meehlhause, seconded by Erickson, approving publication of a summary of Ordinance No. 126, 3rd Series. Motion carried unanimously.

ORDINANCE NO. 127, 3RD SERIES, AN ORDINANCE Amending an Uncoded Section of the Bemidji City Code (Authorizing the Sale of Real Property to Center City Housing Corp) was given a final reading and passed by unanimous vote.

Motion by Olson, seconded by Meehlhause, approving publication of a summary of Ordinance No. 127, 3rd Series. Motion carried unanimously.

UPCOMING COUNCIL MEETINGS

- Monday, June 27 5:30 p.m. Special Work Session – AIS
- Tuesday, July 5 6:00 p.m. Council Meeting
- Monday, July 11 5:30 p.m. Joint Meeting with Beltrami County & MPCA

COUNCIL/STAFF REPORT

- Council members provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Larson, seconded by Olson, to adjourn the meeting. Motion carried. Meeting adjourned at 7:05 p.m.

Respectfully submitted,

Kay M. Murphy
City Clerk

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Special Work Session – June 27, 2016

Pursuant to due call and notice, a special work session of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, June 27, 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, Meehlhause, Hellquist, Johnson, Erickson, Larson Absent: Olson

Staff Present: City Manager Nate Mathews

Others Present: Beltrami County Environmental Services - Bruce Anspach, Aquatic Invasive Lake Technician; Friends of Lake Bemidji Association– Sydney Corrigan

Mayor Albrecht stated that the purpose of the work session was to hear a presentation regarding Aquatic Invasive Species (AIS). Anspach provided a comprehensive presentation and summary of the Beltrami County AIS program, reviewing inspection data at the landings on Lake Bemidji, the types of AIS the County is addressing, and the public education efforts underway in Beltrami County.

Motion by Hellquist, seconded by Erickson, to approve \$2,000 of Storm Utility funds to be provided to the Beltrami County AIS program. Motion unanimously carried.

ADJOURN

There being no further business, motion by Hellquist seconded by Meehlhause, to adjourn the meeting. Motion carried. Meeting adjourned at 6:35 p.m.

Respectfully submitted,



Nate Mathews
City Manager

Bill List Summary

July 5th, 2016

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
18896 - 18976	See Attached List	<u>2,398,764.94</u> \$ 2,398,764.94
	TOTAL	\$ 2,398,764.94

Accounts Payable

Blanket Voucher Approval Document

User: denisea
Printed: 06/30/2016 - 11:41AM
Warrant Request Date: 07/06/2016
DAC Fund:



COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	Ace On The Lake	000019724	1,642.44
2	Acme Tools-Bemidji	000019725	120.46
3	Advanced Eng. & Environ.Serv., Inc.	000019726	3,172.80
4	Albrecht, Rita	000000000	394.40
5	Ameripride	000000000	596.24
6	Anderson, Jannik	000000000	236.44
7	Anderson, Rick	000000000	163.08
8	Artisan Beer Company	000019727	855.00
9	Arvig	000019728	107.50
10	Aspen Construction Company	000019729	110,413.66
11	Automatic Systems Co.	000019730	9,399.75
12	BAAI Training Center	000019731	600.00
13	Baker & Taylor	000000000	306.03
14	Becker Arena Products, Inc	000019732	259.31
15	Beltrami County Auditor/Treasurer	000019733	498.40
16	Beltrami County District Court	000019734	60.00
17	Beltrami Electric Coop	000019735	576.03
18	Bemidji Bituminous Inc	000019736	334.80
19	Bemidji Coca-Cola Bottling Co, Inc	000019737	367.50
20	Bemidji Community Theater	000019738	3,900.00
21	Bemidji Paper Sales, Inc.	000000000	2,264.86
22	Bemidji Roofing Inc	000019739	25,710.00
23	Bergeron, Emily	000019740	60.00
24	Bernick's	000000000	37,809.73
25	Bessler Brother's Electric, LLC	000000000	6,263.36
26	Bismarck Map Company	000019741	265.00
27	Blackduck Co-op Ag-Service,Inc	000019742	785.70
28	Bobcat of Bemidji	000000000	112.11
29	Bonded Lock & Key of Bemidji	000019743	19.00
30	Border States Electric Supply	000019744	18.56
31	Breakthru Beverage Minnesota Wine & Spirits, LLC	000019745	40,737.44
32	Carquest Auto Parts-Bemidji	000019746	133.30
33	Carquest Service Center	000019747	249.99
34	Cenex Fleetcard	000019748	12,968.46
35	City of Bemidji	000000000	5,614.24
36	City of Minneapolis	000019749	1,014.30
37	Clarity Glass	000019750	85.00
38	Commissioner of Transportation	000019751	1,630.40
39	Crazy About Cleaning	000000000	745.00
40	Creative Pear Graphic Design LLC	000019752	510.00
41	D & D Beverage, LLC	000000000	1,649.20
42	D-S Beverages	000019753	53,552.35
43	Dick's Plumbing & Heating, Inc	000019754	1,927.00
44	EAPC Architects Engineers	000019755	3,419.22
45	Effie Country Service	000019756	285.00

Page Total: \$331,833.06

Line	Claimant	Voucher No.	Amount
46	Erickson, Nancy	00000000	59.40
47	ESRI, Inc	000019757	2,442.00
48	Fenner, Kevin	00000000	54.81
49	Ferguson Waterworks #2516	000019758	2,905.48
50	FleetPride, Inc.	000019759	27.86
51	Forestedge Winery	000019760	1,170.00
52	Forum Communications Company	00000000	466.53
53	Freer, James	000019761	162.50
54	Frenzel Construction, Inc.	000019762	3,260.00
55	Glass Doctor	000019763	27.95
56	Gopher Sign Company	000019764	289.12
57	Grand Forks Fire Equipment LLC	00000000	53.15
58	Graphic FX	000019765	649.61
59	Greater Bemidji Area Joint Planning Board	000019766	26,579.25
60	Guardian Pest Control, Inc	000019767	157.85
61	Hach Company	000019768	171.24
62	Hawkins, Inc.	00000000	12,919.81
63	HD Waterworks Supply	000019769	1,197.81
64	Heim Log Homes	000019770	600.00
65	Hill's Country Greenhouse	000019771	2,378.00
66	Hulett, Mike	00000000	944.95
67	Ink Spot Press	000019772	77.75
68	Insure Forward, Inc.	000019773	7,500.00
69	ITS Inc.	000019774	2,400.00
70	J.D. Hansen & Sons, Inc.	000019775	17,406.00
71	JFC Strategic Services	00000000	6,693.28
72	Jim Hirt Trucking, Inc	000019776	1,775.08
73	Johnson Bros., Inc.	000019778	33,612.27
74	Johnson, Andrew	000019777	250.00
75	Johnson, Ron	00000000	905.64
76	Karvakko, P.A.	00000000	10,738.11
77	Kemmer, Mara	000019779	110.00
78	Kennedy & Graven Charter	000019780	2,059.10
79	Kennedy, Timothy	00000000	482.10
80	League of MN Insurance Trust	000019781	3,053.53
81	Lincoln Marketing	000019782	499.00
82	Lodging Construction, LLC	000019783	1,000.00
83	Luggar, Rick	00000000	155.04
84	Lundmark Construction	000019784	19,395.00
85	Maid In Bemidji, Inc.	00000000	309.00
86	MailFinance	000019785	179.10
87	Marco, Inc.	00000000	223.94
88	Martin, Kyle	00000000	170.00
89	McKinnon Co., Inc.	000019786	30,651.10
90	McMaster-Carr Supply Co.	00000000	415.74
91	Meehlhause, Michael	00000000	327.40
92	Menards-Bemidji	00000000	324.06
93	MN Bureau Criminal Apprehension	000019787	555.00
94	MN Dept of Revenue ACH	00000000	101,001.00
95	MN Energy Resources	00000000	1,951.32
96	MN Treasury Division., Finance	000019788	96.30
97	NAPA Auto Parts	00000000	42.99
98	Neff, Fred	000019789	680.00
99	Nei Bottling, Inc.	000019790	130.00
100	NLFX Professional	000019791	65.00
101	North Country Business Product	00000000	576.90
102	North Country Electrical Services, Inc.	000019792	132.00

Page Total: \$302,460.07

Line	Claimant	Voucher No.	Amount
103	Northern Lakes Vending, Inc.	000019793	224.70
104	Northern Technologies, Inc.	000019794	2,170.50
105	Northwoods Ice, Inc.	000019795	844.65
106	OTIS Elevator Company	000019796	1,067.28
107	Otter Tail Power Company	000019797	44,355.06
108	Paul Bunyan Communications	000019798	1,773.58
109	Paustis & Sons	000019799	866.00
110	Pete's Place South	000019800	71.20
111	Phillips Wine & Spirits	000019801	15,335.32
112	Pike, Bryan	000000000	64.80
113	Pinewood Environmental Services, Inc.	000019802	3,300.00
114	Postmaster	000019803	595.74
115	PowerPlan OIB	000019804	136.20
116	Pro-build	000019805	985.00
117	Public Employees Retirement Ass'n	000000000	129.03
118	Quality Flow Systems, Inc.	000000000	1,500.00
119	Reierson Construction, Inc.	000019806	185,687.41
120	RMB Environmental Laboratories, Inc.	000019807	498.00
121	Roger's Two Way Radio, Inc.	000019808	3,532.67
122	Sadeks Repair & Welding, Inc.	000019809	1,400.93
123	Sanford Health Foundation	000019810	15.00
124	Sathre Title & Abstract, Inc.	000019811	132.00
125	Schoenbauer Consulting, LLC	000000000	7,008.90
126	Sherwin-Williams Co	000019812	42.94
127	Solheim, Michael	000000000	42.00
128	Southern Wine & Spirits of Minnesota	000019813	17,975.10
129	Southside Tow & Rec, Inc	000019814	178.01
130	Spartz, Ron	000019815	15.00
131	Spee-Dee Delivery Service, Inc.	000019816	12.54
132	Stewart-Taylor Company	000019817	130.05
133	Streicher's	000019818	32.94
134	T & K Outdoors, Inc.	000019819	1,650.00
135	Terry's Auto Electric	000019820	153.95
136	Tires Plus of Bemidji	000019821	25.00
137	Trinity Creek Consulting	000000000	9,269.75
138	United Way	000019822	30.00
139	UPS	000000000	23.18
140	UPS Store	000019823	104.49
141	Verizon Wireless	000019824	140.04
142	Vinocopia, Inc.	000000000	1,152.00
143	VisitBemidji	000000000	29,762.70
144	Wells Fargo	000000000	1,430,922.49
145	Wendorf, Barry	000000000	45.36
146	Wes Plumbing & Heating	000019825	230.00
147	Wilcox, LuAnn	000000000	480.30
148	Wine Merchants	000019826	360.00

Page Total: \$1,764,471.81

Grand Total: \$2,398,764.94

VenuWorks of Bemidji, LLC Unpaid Bills Detail

As of June 24, 2016

Open Balance

AmeriPride Services	
	348.53
	190.18
	<hr/>
Total AmeriPride Services	538.71
ASSOCIATIONS NORTH	
	465.00
	<hr/>
Total ASSOCIATIONS NORTH	465.00
Beltrami County Solid Waste	
	486.83
	<hr/>
Total Beltrami County Solid Waste	486.83
Bemidji Coca-Cola Company	
	149.60
	<hr/>
Total Bemidji Coca-Cola Company	149.60
Brad Rockstad	
	145.80
	<hr/>
Total Brad Rockstad	145.80
ColePapers	
	44.51
	<hr/>
Total ColePapers	44.51
D - S Beverages	
	-2,354.00
	<hr/>
Total D - S Beverages	-2,354.00
Dennis Noska	
	250.00
	<hr/>
Total Dennis Noska	250.00
Enterprise RAC of MT/WY	
	300.30
	<hr/>
Total Enterprise RAC of MT/WY	300.30
Fremont Industries, Inc	
	33.38
	<hr/>
Total Fremont Industries, Inc	33.38
G & R Controls, Inc.	
	-189.05
	<hr/>
Total G & R Controls, Inc.	-189.05

VenuWorks of Bemidji, LLC
Unpaid Bills Detail
As of June 24, 2016
Open Balance

HBI Radio Bemidji	
	252.00
Total HBI Radio Bemidji	<u>252.00</u>
Heartland Paper Company	
	61.55
Total Heartland Paper Company	<u>61.55</u>
Holmes Murphy	
	140.00
	140.00
	140.00
Total Holmes Murphy	<u>420.00</u>
IAVM	
	795.00
Total IAVM	<u>795.00</u>
Lefty's Tent & Party Rental	
	3,630.69
Total Lefty's Tent & Party Rental	<u>3,630.69</u>
Marco	
	27.00
Total Marco	<u>27.00</u>
Meyers SignSource	
	323.63
	70.12
Total Meyers SignSource	<u>393.75</u>
North Country Business Products	
	500.00
Total North Country Business Products	<u>500.00</u>
Patrick Garry	
	72.90
Total Patrick Garry	<u>72.90</u>
Paul Bunyan Television	
	1,500.00
Total Paul Bunyan Television	<u>1,500.00</u>

VenuWorks of Bemidji, LLC
Unpaid Bills Detail
As of June 24, 2016
Open Balance

Red Rock Radio Corporation	
	<u>163.50</u>
Total Red Rock Radio Corporation	163.50
Sharp Guy Sharpening	
	<u>160.00</u>
Total Sharp Guy Sharpening	160.00
Spectrum Reach	
	<u>149.60</u>
Total Spectrum Reach	149.60
Sysco North Dakota, Inc.	
	137.67
	869.33
	884.17
	632.57
	676.42
	<u>494.74</u>
Total Sysco North Dakota, Inc.	3,694.90
Waste Management	
	<u>192.40</u>
Total Waste Management	192.40
Will Danielson	
	<u>72.90</u>
Total Will Danielson	<u>72.90</u>
TOTAL	<u><u>11,957.27</u></u>

GENERAL BUSINESS LICENSES - 2016

Type of License	Business Name	Business Location	Fee Paid
Photographer	VALERIE V PORTRAITS	WITHIN BEMIDJI CITY LIMITS	\$40.00
Secondhand Goods Dealer	SECONDHAND SPLENDOR	301 3RD STREET NW	\$95.00
Tree Service	WOODCHUCK'S TREE SERVICE & LOGGI	WITHIN BEMIDJI CITY LIMITS	\$65.00



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization		Date organized	Tax exempt number
Bemidji State University		Jan 1, 1919	41-1687554
Address	City	State	Zip Code
1500 Birchmont Drive NE	Bemidji	Minnesota	56601
Name of person making application		Business phone	Home phone
Kathy O'Brien		218-755-3761	
Date(s) of event	Type of organization		
July 16, 2016	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
		Minnesota	
Organization officer's name	City	State	Zip Code
		Minnesota	
Organization officer's name	City	State	Zip Code
		Minnesota	
Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.
 Hobson Memorial Union Beaux Arts Ballroom, located on the campus of Bemidji State University.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 Corner Bar, 602 2nd Street SE, Bemidji, MN 56601

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 American Family Insurance Company: \$2,000,000.00

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

Bemidji
 City or County approving the license
120.00
 Fee Amount
JUN 24 2016
 Date Fee Paid

 Date Approved

 Permit Date

 City or County E-mail Address

 City or County Phone Number

Signature City Clerk or County Official _____

Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

COUNCIL AGENDA ITEM



Meeting Date: July 5, 2016

Action Requested: Approval of Off-Premises Liquor Permit

Prepared By: Kay M. Murphy, City Clerk *Kay*

Reviewed By: Nate Mathews, City Manager *Nate*

I received a request (attached) from Buffalo Wild Wings to serve alcohol outside in a designated area for a Cornhole Tournament.

By law a retail license to sell alcohol is issued to a specific applicant and to a specific "space that is compact and contiguous." The City Code also licenses premises "only in the compact and contiguous building or structure situated on the premises described in the license and all transactions relating to a sale under such license much take place within such building or structure."

The City Council may grant licensees the ability to sell on sale liquor off the license premises so long as the area is still covered by the licensee's liability insurance. The authorization must specify the area where the alcohol can be consumed and dispensed. The City Code also prohibits anyone from consuming or possessing any open alcoholic container on any street or other public property unless specific permission to do so is granted.

City staff has developed the following requirements:

- Off-premises location for dispensing must be within 40' x 40' adjacent to the front door of Buffalo Wild Wings.
- The applicant shall file with the city, prior to issuance of the license, a certificate of liability insurance coverage in at least the sum of \$100,000.00 for injury to any one person and \$300,000.00 for injury to more than one person, and property damage of at least \$10,000.00, naming the city as an insured during the license period.
- At least one (1) experienced and certified bartender must be working the off-premises location at all times.
- Must observe all state and local laws relating to the sale of alcoholic beverages.
- Alcohol must be dispensed in plastic cups.
- Patrons may consume in plastic cups anywhere within the designated event area.
- No alcohol may be dispensed outside the off-premise location, nor may the public consume alcohol in the designated festival area not purchased from a licensed vendor.
- Police Department may immediately shut down any operation not conforming to these or other applicable laws, or if the operation becomes a nuisance.

The Police Department has reviewed the request and expressed no concerns.

Recommendation:

Approve attached Resolution Approving the Temporary Off-Premises Liquor Permit for Saturday, July 16, 2016.

Buffalo Wild Wings
225 Paul Bunyan Drive NW
Bemidji, MN 56601

June 28, 2016

Kay Murphy, City Clerk
City of Bemidji
317 4th Street NW
Bemidji, MN 56601

Dear Ms. Murphy:

Buffalo Wild Wings in Bemidji is requesting the approval to host an event in a portion of the parking lot of our establishment.

Event: Buffalo Wild Wings Cornhole Tournament
Date: July 16, 2016
Time: 3 pm-9 pm

We would block off that side parking lot so ensure traffic cannot go through the event. Our desire is to set up an outside bar in order to serve alcoholic drinks and food in the area. This area would be monitored and under control throughout the entire event. Outdoor seating will be supplied and open to the public. The area would host seven separate boards to allow 14 teams to play at a given time. Donations from We Fest, McKinnon and Company and Buffalo Wild Wings will be given away as prizes for the winners of the tournament.

Thank you for your consideration and we hope to hear from you soon.

Sincerely,

Chelsea Bjerke
General Manager
Buffalo Wild Wings
225 Paul Bunyan Drive NW
Bemidji, MN 56601
218-444-9464

Travis Holderbecker
Franchise Owner
Buffalo Wild Wings
225 Paul Bunyan Drive NW
Bemidji, MN 56601
218-444-9464

RESOLUTION NO.

A RESOLUTION APPROVING THE TEMPORARY OFF-PREMISES LIQUOR PERMIT FOR A BUFFALO WILD WINGS CORNHOLE TOURNAMENT (Buffalo Wild Wings)

WHEREAS, the Buffalo Wild Wings is hosting a Cornhole Tournament on July 16, 2016; and

WHEREAS, the area to be fenced off for use during this event will be a portion of the Buffalo Wild Wings' parking lot (west side) at 225 Paul Bunyan Drive NW; and

WHEREAS, Buffalo Wild Wings agrees to abide by all city rules and regulations in the use of the designated area; and

WHEREAS, Buffalo Wild Wings 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 to authorize a Temporary Off-Premises Liquor Permit to the Buffalo Wild Wings on July 16, 2016 beginning at 3:00 p.m. and ending at 9:00 p.m. for the purpose of a Cornhole Tournament.

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 5, 2016

ATTEST:

APPROVED:

Kay M. Murphy, City Clerk

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM



Meeting Date: July 5, 2016

Action Requested: Accept Assistance to Firefighters Grant for the amount of \$95,160

Prepared By: David Hoefer, Fire Chief *DAH*

Reviewed By: Nate Mathews, City Manager *Nate*

Background:

The Bemidji Fire Department has been awarded Assistance to Firefighters Grant (AFG) from the United States Fire Administration (USFA). This grant project is for basic life safety improvements to Fire Station 1 and has three main components:

- Installation of a new water main into the building
- Installation of fire sprinkler system
- Installation of fire alarm system

The federal grant awarded is for \$95,160 (90%) with the local share of \$9,515 (10%).

The local match will be provided by existing operational and capital improvement budgets.

Recommendation:

Accept the Assistance to Firefighters grant from the United States Fire Administration for \$95,160

**FEMA**

Mr. David Hoefler
Bemidji Fire Department
317 4th Street NW
Bemidji, Minnesota 56601-3116

Re: Award No.EMW-2015-FO-00173

Dear Mr. Hoefler:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2015 Assistance to Firefighters Grant has been approved in the amount of \$95,160.00. As a condition of this award, you are required to contribute a cost match in the amount of \$9,515.00 of non-Federal funds, or 10 percent of the Federal contribution of \$95,160.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2015 Assistance to Firefighters Grant Notice of Funding Opportunity.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.