

# CITY COUNCIL PROCEEDINGS

## BEMIDJI, MINNESOTA

### Regular Meeting – September 18, 2017

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, September 18, 2017 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, Hellquist, Johnson, Plemel, Erickson, Larson.

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

#### **AMENDMENTS TO AGENDA**

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

#### **MINUTES**

The following minutes were presented for approval:

Special Meeting	August 31, 2017
Council Meeting	September 5, 2017
Work Session	September 11, 2017

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

#### **CONSENT AGENDA**

The following Consent Agenda items were presented for approval. **Motion by Johnson, seconded by Meehlhause, to approve the Consent Agenda items as follows:**

1. Claims submitted by the Finance Officer in the total amount of \$707,220.29
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$65,455
3. **RESOLUTION NO. 6097:** Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment Rolls & Establishing Public Hearing – 2017 Street Renewals (Project #17-01)
4. **RESOLUTION NO. 6098:** Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment Rolls & Establishing Public Hearing – 2017 Delton Avenue NW Reconstruction (Project #17-04)
5. Bemidji Volunteer Firefighters' Relief Association (FRA) 2018 Pension Benefit
6. **RESOLUTION NO. 6099:** Authorizing Execution of a Grant Agreement with Minnesota Department of Public Safety for Traffic Safety Enforcement

**Motion carried by unanimous vote.**

#### **CITIZENS NOT ON AGENDA**

Linda Kingery, 23571 Irvine Avenue NW, stated she is a member of the local chapter of the Citizen's Climate Lobby. She provided an overview of a resolution the City Council will consider at an upcoming meeting regarding endorsing support for congressional action for a policy of carbon fee and dividend. Mayor Albrecht asked Ms. Kingery to send more information to the City Clerk.

#### **COMMITTEE REPORTS**

##### **Bemidji Youth Advisory Commission**

Rachel Munson, BYAC Advisor, reviewed the proposed budget for the Commission. She stated that they are making some changes for 2017-2018, which included elimination of listening lunches. The Commission will do quarterly events to provide a safe environment for students to interact with their peers. Commission members will reach out in the community for additional funds. She has also included a \$100 stipend in the budget for Commission members. Discussion followed regarding applying for grants and additional fundraising to cover expenses. Councilor Erickson stated that the Youth Advisory Funding included in the preliminary levy is contingent upon their application to suggested donors and increasing their own fundraising efforts.

New Employee

Gray introduced the recently hired Assistant City Engineer Sam Anderson.

Recreation Update

Jamie Anderson, Recreation Coordinator, provided an overview of City recreation programs. She indicated that participation has been good.

Sanford Center Work Group

Jeff Kossow, Executive Director, stated that the Sanford Center Work Group made up of Ron Eischens, David Larson, Michael Meehlhause, Nate Mathews and himself began a year ago developing a strategy for success at the Sanford Center. The group developed the following statement of purpose: “the Sanford Center was built with the intent of booking events and activities that generate significant economic impact.” He reviewed factors to consider when scheduling events, which included level of economic impact to the hospitality industry and the community; projected revenues to the Center; potential for repeat bookings.

City Manager Mathews reviewed their recommendation for defining success. The Work Group also recommended a smaller Sanford Center Executive Committee comprised of the Mayor, City Manager, BSU Athletic Director, Visit Bemidji Executive Director and Naming Rights partner designee. The Committee would focus on budget preparation and CIP recommendations; personnel and staffing considerations; facility contract reviews/revision support and guidance; conference/event proposal guidance and City Council recommendations and communications.

Major issues facing the City: 1) management contract with VenuWorks expires 2019; 2) naming rights contract expires in 2020 and 3) re-evaluating the suite and club seats agreement with BSU. Discussion continued regarding management of the facility. The Work Group recommended that the City continue with VenuWorks. Eischens provided information regarding the additional cost to operate the facility if the City managed it.

In conclusion, the Work Group recommended the following:

- Public promotion of the “success pyramid” to guide our community’s understanding of facility success
- General Booking Guidelines and Procedures Policy Approval – October 2017
- Establish a new Sanford Center Executive Committee – December 2017
- Negotiate with VenuWorks in 2018 to extend their management contract (January-March 2018)
- Approval of Suite/Club seating agreement (summer 2018)
- Approval of a 10-year naming rights agreement (1<sup>st</sup> or 2<sup>nd</sup> quarter of 2019)

Discussion continued regarding the operation costs, the CSL Study and the next steps to implement the Work Groups’ recommendations including adoption of a General Booking Guidelines & Procedures for the Sanford Center.

Gene Dillon Utility Updates

Mathews reviewed a letter from ISD #31 regarding the division street project. In that letter, Chris Leinen, Director of Business Services, requested the favorable interpretation of Section 2.1 regarding annexation. Mr. Leinen stated that Kraus Anderson had requested the ability to connect to the City water supply as soon as it became available for construction purposes only. Felix reviewed the annexation process and the length of time. Gray stated that the school was told at least six months ago that a petition to annex and connecting to city water could happen at the same time.

**OLD BUSINESS**Carnegie Project

Felix stated that he has discussed the project and utilizing Historic Tax Credits with the State Historical Society. He recommended that it is appropriate or timely for the City proponents to consider getting a qualified tax attorney/consultant on board to help refine or harden the numbers. Felix has contacted Bill Burns who is willing with a financial consultant develop a proposal. He stated that time is of the essence as that the state grants must be used by January 1, 2019. Funding for the tax attorney will come from the Friends of the Carnegie Library.

**Motion by Meehlhause, seconded by Plemel, directing the City Attorney to receive a proposal for legal Historic Tax Credit legal services, and any other services deemed necessary by a tax attorney. Motion carried with the following vote: Ayes: Albrecht, Meehlhause, Johnson, Plemel, Erickson, Larson. Nays: Hellquist.**

**NEW BUSINESS**

**2018 Street Renewal Project**

Gray stated that the City has just completed the ninth year of the City’s annual street reconstruction program. The street segments that are proposed to be included for study with the 2018 feasibility report are as follows:

- |                            |  |
|----------------------------|--|
| Bardwell Drive NW          | Anne Street Loop                                 |
| Richards Ave SE            | 1 <sup>st</sup> Street to 4 <sup>th</sup> Street |
| 24 <sup>th</sup> Street NE | Irvine Avenue to Bemidji Avenue                  |
| 23 <sup>rd</sup> Street NW | Park Avenue to Irvine Avenue                     |
| 14 <sup>th</sup> Street NW | Delton Avenue to Park Avenue                     |

Gray stated that the feasibility report is the first step in the Chapter 429 assessment process and will outline the proposed improvements, project costs, preliminary assessments and the feasibility of the proposed project. The Council review the report in December and staff will hold a neighborhood meeting to outline the proposed project to the affected property owners.

**RESOLUTION NO. 6100: Authorizing Feasibility Study for 2018 Street Renewal Project was offered by Councilmember Erickson, who moved its adoption, and upon due second by Councilmember Meehlhause, was passed by unanimous vote.**

**Preliminary Tax Levy**

Eischens reviewed the 2018 preliminary tax levy noting that due to the value of new construction and the decertification of a tax increment district, the net levy increase will be 2.6%.

**RESOLUTION NO. 6101: Approving Preliminary 2017 Tax Levy Collectible in 2018 in the amount of \$5,752,739 and Setting the Truth in Taxation Hearing Date on December 4, 2017 was offered by Councilmember Erickson, who moved its adoption, and upon due second by Councilmember Meehlhause, was passed by unanimous vote.**

**UPCOMING COUNCIL MEETINGS**

- Monday, Sept. 25 5:30 p.m. Work Session – Liquor Store Financing/Sunday Sales
- Monday, Oct. 2 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 Meehlhause, seconded by Larson, to adjourn the meeting. Motion carried. Meeting adjourned at 8:43 p.m.

Respectfully submitted,

  
Kay M. Murphy  
City Clerk