

BEMIDJI CITY COUNCIL AGENDA

Monday, September 18, 2017

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) Special Meeting: August 31, 2017
- Regular Council: September 5, 2017
- Work Session: September 11, 2017

II. CONSENT AGENDA

Approval of Items in the Consent Agenda are 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 \$707,220.29
- 3) Claims Submitted by VenuWorks for the Sanford Center in the amount of \$65,455
- 4) Resolution Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment Rolls & Establishing Public Hearing – 2017 Street Renewals (Project #17-01)
- 5) Resolution Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment Rolls & Establishing Public Hearing – 2017 Delton Avenue NW Reconstruction (Project #17-04)
- 6) Bemidji Volunteer Firefighters' Relief Association (FRA) 2018 Pension Benefit
- 7) Resolution Authorizing Execution of a Grant Agreement with Minnesota Department of Public Safety for Traffic Safety Enforcement

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
- Introduction of Assistant City Engineer, Sam Anderson
- Recreation Update – Jamie Anderson
- Sanford Center Work Group Update
- Gene Dillon Utility Updates

V. OLD BUSINESS

- 8) Consider an Historic Tax Credit Attorney for the Carnegie Library Project

VI. NEW BUSINESS

- 9) Consider Resolution Authorizing Feasibility Study for 2018 Street Renewal Project
- 10) Resolution Approving Preliminary 2017 Tax Levy Collectible in 2018 and Setting the Truth in Taxation Hearing Date

VII. UPCOMING MEETINGS

- Monday, Sept. 25 5:30 p.m. Work Session – Liquor Store Financing/Sunday Sales
- Monday, Oct. 2 6:00 p.m. Council Meeting

VIII. MAYOR AND COUNCIL REPORTS

- Please limit your committee reports to 4 minutes

IX. ADJOURN

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Special Meeting/Work Session – August 31, 2017

Pursuant to due call and notice, a special meeting/work session of the City Council of the City of Bemidji, Beltrami County, Minnesota, was held on Thursday, August 31, 2017, at 5:30 p.m. in Council Chambers of City Hall, Mayor Albrecht presiding.

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

Staff Present: City Manager Nate Mathews, City Attorney Alan Felix, Finance Director Ron Eischens, Deputy City Clerk Michelle Miller

Mayor Albrecht stated that the purpose of the work session was to discuss the Carnegie Project and potential eligibility for historic tax credit financing. Catherine Marchand, Treasurer of the Friends of the Carnegie Library, and member of the Carnegie Task Force, was asked to update the Council. Marchand began by stating that in order to start construction in the spring, a couple of key steps will need to be taken this fall that will require Council approval. She related that The Friends of the Carnegie Library has raised approximately \$1.33 million to date from donations and grants, and that this summer, Widseth, Smith & Nolting had updated the project construction cost estimates and the projected costs are approximately \$1.9 million. Between the money raised and the construction costs estimated, there is a projected shortfall for the construction, and, therefore, the Task Force has been looking at ways to close that gap.

One option is Historic Preservation Tax Credits. Marchand stated that the Carnegie project appears to qualify for Federal and State tax credits. The potential infusion of tax credit financing could be \$275,000 - \$400,000. The group feels there are local investors that could partner with the City regarding this option.

Even with historic tax credits, there will still be a gap in funding the project. Another suggested option to decrease the gap would be to lower the construction costs by delaying the construction of the addition (and elevator) would help lower those costs. In checking with WSN an enclosed vertical wheelchair lift in lieu of an elevator is allowed for rehabilitation projects. Downsizing the project in this fashion would decrease the total costs by approximately \$300,000. However, this change would create a lot of additional work for both the state grant and any application for tax credits in that the design plans would need to be modified and approved by the state and park offices. The task force does not support that option. Therefore, finally, another suggestion to fill the funding gap could be a five year loan from the City.

Council discussed the following:

- Actual construction costs are unknown until the bidding process
- Additional information is needed regarding the relationship between the historic tax credit process and the state grants awarded for the project
- Additional information is needed regarding the relationship with the "management" company and the city regarding the tax credit process

- The construction timeline is contingent upon the expiration of the grants
- Who will occupy the space and if it will generate revenue
- If the project fails to proceed, ultimately the City may have to pay for the demolition, and the cost of demolition has likely increased over the \$100,000 the City has already pledged
- The total amount that the City could have into the project might be as much as the anticipated gap in funding
- It's possible that the bids could come in lower than the bid estimate

The following individuals spoke in support of continuing to save the Carnegie Library:

- Nancy Vyskocil, Northwest MN Foundation
- Linda Lemmer, member of Carnegie Task Force
- Alan Brew, member of Save the Carnegie Library
- Sue Liapis, President of Friends of the Carnegie Library

Consensus of the Council was that the addition should stay with the project and that Council and staff should continue to look into the Historic Preservation Tax Credits option and a verification of whether both state grants and tax credits could be used in conjunction for this project.

ADJOURN

There being no further business, motion by Hellquist, seconded by Erickson, to adjourn the meeting. Motion carried. Meeting adjourned at 6:55 p.m.

Respectfully submitted,

Michelle R. Miller
Deputy City Clerk

CITY COUNCIL PROCEEDINGS
BEMIDJI, MINNESOTA
Regular Meeting – September 5, 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 Tuesday, September 5, 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. New business item regarding the tentative easement with Paul Bunyan Communications was requested to be removed by staff. **Motion by Johnson, seconded by Hellquist, to approve the agenda as amended. Motion carried by unanimous vote.**

MINUTES

The following minutes were presented for approval:

Council Meeting	August 21, 2017
Work Session	August 28, 2017
Special Meeting	August 28, 2017

Motion by Johnson, seconded by Larson, to approve the minutes as prepared. Motion carried by unanimous vote.

CONSENT AGENDA

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

1. Claims submitted by the Finance Officer in the total amount of \$675,627.56
2. Claims Submitted by VenuWorks for the Sanford Center in the amount of \$52,492.35
3. Miscellaneous Business License Renewal(s)
4. **RESOLUTION NO. 6095:** Restricting Parking on the South Side of Stu Wright Drive NW
5. **RESOLUTION NO. 6096:** Designating 2-hour Parking on America Avenue NW between 2nd Street NW and 3rd Street NW
6. Appointment to the Library Board - Debra Rossman (term ending 1/31/2017)
7. Travel Authorization – 6th Annual Mississippi River Cities & Towns Initiative – September 12-14 in St. Louis, MO – Mayor Albrecht

Motion carried by unanimous vote.

CITIZENS NOT ON AGENDA

No one appeared.

NEW BUSINESS

Audit Services Contract

Eischens stated that audit contract with Miller McDonald expired with the completion of the 2016 audit. He stated that the City issued RFPs for audit services several times in the past with the result being the selection of Miller McDonald. No other local CPA firms have submitted proposals. He reviewed the criteria for selection of auditor services; which include price, staffing, auditing kills and estimated audit hours. He stated that staff does not believe an RFP is necessary considering past RFP results. He noted that the 2017 audit fees are less than 2016, with a 2.9% annual increase for 2018 and 2019. Staff recommended the city authorize the audit contract with Miller McDonald.

Motion by Hellquist, seconded by Plemel, authorizing audit contract with Miller McDonald for 2017 to 2019 with an optional 2-year extension. Motion carried unanimously.

Cashflow Infusion for Sanford Center

Eischens stated that Venuworks has often operated the Sanford Center with cash levels below the amount required by Article 6.2 of the management contract which states that the City maintain operating account balances sufficient to meet monthly operating expenses. The Sanford Center's cash is project to be negative \$35,000 if invoices approved are paid and mailed for August 2017. Monthly expenses for 2017 are averaging \$221,000. Therefore, additional cash of \$256,000 (\$221,000 plus \$35,000) is necessary.

Hellquist asked why it takes so long to collect receivables. Eischens stated that Venuworks have been working hard to collect receivables.

Erickson asked if this is a one-time payment. Eischens responded that this request tonight is a one-time request but he cannot guarantee that it may never happen again.

Jackie Meixner, Venuworks Accountant, stated that she has been accelerating collection of receivables. She stated that the largest receivable is related to the State auditor's report. She noted that this year approximately \$1,000 has been written off in uncollected receivables.

Johnson commented that the City has already paid out \$400,000 and now they need another \$256,000. Eischens stated that the City has never abided by the contractual agreement but they cannot do this any longer.

Motion by Hellquist, seconded by Meehlhause, authorizing a payment of \$256,000 to Sanford Center operating account utilizing liquor reserves. Motion carried unanimously.

ORDINANCE

ORDINANCE NO. 141, 3RD SERIES, AN ORDINANCE Amending Chapter 16 of the Bemidji City Code entitled, "Fire Prevention and Protection" by Amending Articles I and II was given a final reading and passed by unanimous vote.

Motion by Erickson, seconded by Meehlhause, approving publication of a summary of Ordinance No. 141, 3rd Series. Motion carried unanimously.

UPCOMING COUNCIL MEETINGS

- Monday, Sept. 11 5:30 p.m. Work Session – 2018 Budget
- Monday, Sept. 18 6:00 p.m. Council Meeting

COUNCIL/STAFF REPORT

- Council members and staff provided updates on current events and meetings.

ADJOURN

There being no further business, motion by Meehlhause, seconded by Hellquist, to adjourn the meeting. Motion carried. Meeting adjourned at 7:00 p.m.

Respectfully submitted,

Kay M. Murphy
City Clerk

CITY COUNCIL PROCEEDINGS

BEMIDJI, MINNESOTA

Work Session – September 11, 2017

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, September 11, 2017, 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, Plemel, Erickson Absent: Larson

Staff Present: City Manager Nate Mathews, City Attorney Alan Felix, Finance Director Ron Eischens, Parks & Recreation Director Marcia Larson, Police Chief Mike Mastin, Fire Chief Dave Hoefer, City Clerk Kay Murphy

Gene Dillon School

The Council briefly discussed a request from the ISD #31 to connect to city utilities prior to annexation. City Manager Mathews will provide information regarding the request as well as provide an update at the next regular Council meeting.

Mayor Albrecht stated that the purpose of the work session was to discuss the 2018 Financial Management Plan (FMP).

Finance Director Eischens stated that at the June 26 work session, the projected 2018 levy increase was at a breakeven amount. He stated that since that meeting, other issues have been presented to staff or Council to consider.

Prosecution Services

Currently, the City pays the Beltrami County Attorney's office to provide prosecution services for City misdemeanor and gross misdemeanor cases. The City was projected to pay \$153,000 for those services. Eischens stated that staff has recently received a request from the County for an increase of \$100,000. Considering the recent appointment of the County Attorney to judge, the City staff propose a \$30,000 increase as a compromise. This amount recognizes the need for the increase while allowing the City and County to have further discussion and time to review alternatives.

City Attorney Felix concurred that an increase is justifiable based on the caseload and time involved; however, what that amount is has yet to be determined.

Airport Fire Services

Eischens stated that the airport is reviewing their ability to provide fire services for daily flights with their own staff. Currently, the airport reimburses the City \$65,000 annually to provide those services. In preparation for this transition, staff recommend budget adjustments. Discussion followed regarding the ownership of the fire station at the airport. It was noted that a "Letter of Agreement" will be developed between the City and Airport regarding a satellite location for the Fire Department. Eischens stated that Fire department staff levels will remain the same but duties reassigned, including commercial building inspections, to account for the additional staff time made available.

Rail Corridor Funding

Council discussed utilizing general fund reserves as an option to fund the rail corridor study. Consensus of the Council was to include cost as part of the tax levy.

Wolfe Center Request

The Council discussed the Wolfe Center request for \$5,000 for operating funds. After discussion regarding the Council's policy on giving to non-profits, the Council consensus was to not fund the request. Council discussed taking another look at their policy on giving at a future work session.

Youth Advisory Commission

Mathews stated that Evergreen Youth Services continues to administer the Commission and have requested an additional \$2,500. Mayor Albrecht stated she likes that Evergreen administers the program because they have background checks and engages students civically.

Erickson requested additional information regarding the BYAC's budget and a list of scheduled fundraising efforts for the year. Meehlhause stated the group does a couple of fundraisers, i.e., turkey bowl.

The Council consensus was to include the additional \$2,500 in the 2018 budget with the condition that Commission apply for additional funding from other sources, i.e., Northwest Minnesota Foundation and Nielson Foundation.

Carnegie Project

Mayor Albrecht asked if there was any interest by the Council to provide additional support for the Carnegie project. Discussion followed regarding the hiring of a tax consultant to look at historic tax credits. Murphy noted that the Friends of the Carnegie have the funds to cover the cost of the attorney. The Council will be discussing hiring a tax consultant at their next regular meeting.

Other Needs

Mayor Albrecht asked Department Heads present if they had any other needs. Johnson asked about the Neilson-Reise Arena. Parks & Recreation Director Larson responded that the arena is heavily used but it is becoming more expensive to operate.

Councilor Johnson proposed that the City explore eliminating Venuworks management of the Sanford Center. He stated this could be a significant savings.

Hospitality Tax Update

Staff has made several presentations to educate various groups regarding a property tax reduction plan by implementation of a hospitality tax. At this time there does not appear to be adequate community support.

Summary

Eischens stated that the impact of the expense items to the tax levy is 6.9% for 2018. The levy increase is reduced to 2.6% because of the value of new construction and decertification of a TIF district. The Preliminary Tax Levy will be adopted at the September 18, 2017 Council meeting.

ADJOURN

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

Respectfully submitted,

Kay M. Murphy
City Clerk

Bill List Summary

September 18th, 2017

<u>Check /Wire</u>	<u>Vendor</u>	<u>Amount</u>
ACH	BREC Operating Acct.	256,000.00
22827 - 22931	See Attached List	<u>451,220.29</u>
		\$ 451,220.29
	TOTAL	\$ 707,220.29

Accounts Payable

Blanket Voucher Approval Document

Jser: denisea
Printed: 09/14/2017 - 12:37PM
Warrant Request Date: 09/19/2017
DAC Fund:



COUNCIL BILL LIST

Line	Claimant	Voucher No.	Amount
1	Accela, Inc. #774375	000000000	766.00
2	Ace On The Lake	000022827	2,056.40
3	Acme Tools-Bemidji	000022828	99.00
4	American Test Center	000022829	1,451.00
5	Ameripride	000000000	1,111.13
6	Arrow Printing	000022830	30.00
7	Artisan Beer Company	000022831	843.50
8	Auto Value Bemidji	000022832	1.99
9	Bellboy Corporation	000000000	1,087.95
10	Beltrami County Auditor/Treasurer	000022833	607.09
11	Beltrami County Dare Advisory	000022834	168.96
12	Beltrami County Recorder	000022835	506.00
13	Beltrami Electric Coop	000022836	938.86
14	Bemidji Bituminous Inc	000022837	126.00
15	Bemidji Brewing	000022838	3,767.40
16	Bemidji Coca-Cola Bottling Co, Inc	000022839	538.90
17	Bemidji Coop Ass'n, Inc.	000022840	780.11
18	Bemidji Paper Sales, Inc.	000000000	1,078.05
19	Bemidji Steel Company	000000000	132.61
20	Bernick's	000000000	19,179.00
21	Blackduck Co-op Ag-Service, Inc	000022841	412.15
22	Bluefin Payment Systems	000000000	1,282.84
23	Bob's Towing	000022842	200.00
24	Bonded Lock & Key of Bemidji	000022843	7.50
25	Boushee, Cory	000000000	34.24
26	Bradley, Terry	000022844	250.00
27	Breakthru Beverage Minnesota Wine & Spirits, LLC	000022845	15,894.34
28	City Engineers Assn of Mn	000022846	60.00
29	City of Bemidji	000000000	65,722.72
30	Core & Main	000022847	8,738.91
31	Crazy About Cleaning	000000000	745.00
32	Culligan	000000000	25.00
33	Cwikla, David	000022848	500.00
34	D & D Beverage, LLC	000000000	1,610.10
35	D-S Beverages	000022849	27,326.74
36	Department of Public Safety	000022850	43.50
37	Diversified Builders & Design	000022851	100.00
38	Earl F. Andersen, Inc.	000022852	271.60
39	Fenner, Kevin	000000000	51.09
40	Ferguson Waterworks #2516	000022853	2,095.88
41	First Data Global Leasing	000000000	39.95
42	FleetPride, Inc.	000022854	146.23
43	Flexible Plastics, Inc	000022855	458.02
44	Forestedge Winery	000022856	1,053.00
45	Forum Communications Company	000000000	899.20

Page Total: \$163,237.96

Line	Claimant	Voucher No.	Amount
46	Frenzel Construction, Inc.	000022857	10,939.55
47	Gopher State One-Call	000000000	821.85
48	GPE Controls, Inc	000022858	572.67
49	Guardian Pest Control, Inc	000022859	93.47
50	Hawkins, Inc.	000000000	12,760.30
51	HBI Radio Bemidji	000022860	1,161.00
52	Heimkes, Paul R.	000022861	2,751.00
53	Honeywell International Inc.	000022862	1,872.00
54	Howard, James	000022863	250.00
55	Ingersoll Rand Company	000022864	2,463.94
56	Ink Spot Press	000022865	189.92
57	Innovative Office Solutions, LLC	000022866	4,437.14
58	Ironhide Equipment, Inc.	000000000	193.12
59	ISD #31	000022867	27,683.80
60	ITS Inc.	000022868	2,600.00
61	J.D. Hansen & Sons, Inc.	000022869	23,985.25
62	Jim Hirt Trucking, Inc	000022870	2,148.29
63	JOBSHQ	000022871	1,703.30
64	Johnson Bros., Inc.	000022872	32,722.30
65	Karvakko, P.A.	000000000	3,047.00
66	Kennedy & Graven Charter	000022873	722.00
67	L & M Supply, Inc.	000022874	754.86
68	Lancaster, April	000000000	36.92
69	Larson Environmental Consulting	000022875	1,450.00
70	Lawson Products, Inc.	000022876	658.37
71	League of MN Insurance Trust	000022877	856.24
72	Lundmark Construction	000022878	4,230.00
73	Lyons, Iris	000022879	63.00
74	Macqueen Equipment, Inc.	000000000	207.38
75	Marco, Inc.	000000000	3,365.00
76	McKinnon Co., Inc.	000022880	11,078.45
77	Menards-Bemidji	000000000	272.69
78	Meyers Sign Source	000022881	2,140.00
79	Midwest Playscapes Inc.	000022882	16,203.85
80	MN Dept of Labor & Industry	000022883	50.00
81	MN Dept of Transportation	000022884	739.60
82	MoeCo Fire & Safety	000022885	146.25
83	NAPA Auto Parts	000000000	62.98
84	Naylor Heating & Refrigeration, LLC	000000000	6,921.76
85	NCL of Wisconsin, Inc	000000000	173.96
86	Nei Bottling, Inc.	000022886	293.71
87	North Shore Compressor & Machine, Inc.	000022887	21.09
88	Northdale Oil Inc.	000022888	255.00
89	Northern Region Firefighters Ass'n.	000022889	50.00
90	Northern Technologies, LLC	000022890	2,051.25
91	Northwoods Ice, Inc.	000022891	483.60
92	O'Reilly Auto Parts	000022892	34.78
93	OLSON, WAYNE & KATHRYN	000022893	501.90
94	Paul Bunyan Transit	000022894	1,020.00
95	Paustis & Sons	000022895	3,505.47
96	Phillips Wine & Spirits	000022896	29,751.95
97	Pine Products, Inc	000022897	1,690.00
98	Port-O-Wild Security, Inc.	000000000	793.50
99	Portable Welding	000022898	225.00
100	Postmaster	000022899	1,704.19
101	Praxair Distribution Inc	000022900	34.75
102	PS Mow & Snow Co	000022901	260.00

Page Total: \$225,205.40

Line	Claimant	Voucher No.	Amount
103	Quality Flow Systems, Inc.	000000000	1,896.36
104	Railroad Management Co III,LLC	000022902	194.55
105	Raphaels Bakery Cafe	000022903	39.19
106	RCB Collections Cred.Bureau, Inc.	000022904	85.55
107	Richards Publishing Company	000022905	109.29
108	RMB Environmental Laboratories, Inc.	000022906	409.00
109	RMC Truck Parts	000022907	4.46
110	Roger's Two Way Radio, Inc.	000022908	319.00
111	Ross Lewis Sign Co.	000022909	4,550.00
112	Sadeks Repair & Welding, Inc.	000022910	1,096.83
113	Sanford Center	000022911	35.88
114	Sanford Health Occupational Med.	000022912	126.00
115	Select Account -City of Bemidji	000000000	293.02
116	Southern Glazer's of MN	000022913	20,299.06
117	Southside Tow & Rec, Inc	000022914	1,304.03
118	Spartz, Ron	000022915	15.00
119	Spee-Dee Delivery Service, Inc.	000022916	165.15
120	Staples Advantage	000022917	181.57
121	Stefanich, Brian	000022918	250.00
122	Stute, Ethan	000022919	20.00
123	Superior Outdoor Solutions	000022920	350.00
124	TDS Metrocom-MN	000000000	885.37
125	Team Laboratory Chemical Corp.	000022921	2,823.00
126	Tires Plus of Bemidji	000022922	660.19
127	TransUnion Risk and Alternative	000022923	25.00
128	True Brands	000022924	750.87
129	Vacker, Inc.	000022925	1,981.00
130	Valvoline Instant Oil Change	000022926	35.18
131	Vantiv Integrated Payments Solution	000000000	176.60
132	Verizon Wireless	000022927	60.16
133	Viking Industrial Center	000022928	454.62
134	Vinocopia, Inc.	000000000	596.75
135	Waste Management of WI-MN	000022929	7,366.02
136	Wells Fargo-ACH	000000000	14,690.23
137	Widseth, Smith & Nolting	000022930	300.00
138	Wine Merchants	000022931	228.00

Page Total: \$62,776.93

Grand Total: \$451,220.29

VenuWorks of Bemidji, LLC
Unpaid Bills Detail
As of September 14, 2017
Open Balance

ACE on the Lake	
	452.18
Total ACE on the Lake	<u>452.18</u>
AmeriPride Services	
	28.05
	293.75
	169.68
	110.57
	169.68
Total AmeriPride Services	<u>771.73</u>
Bemidji Welders Supply, Inc.	
	140.87
	175.31
Total Bemidji Welders Supply, Inc.	<u>316.18</u>
City of Bemidji MN	
	149.34
	32,218.00
Total City of Bemidji MN	<u>32,367.34</u>
Cyrus Pansch	
	31.59
Total Cyrus Pansch	<u>31.59</u>
Dakota Supply Group	
	156.44
Total Dakota Supply Group	<u>156.44</u>
Gold Medal	
	6,533.18
	181.65
Total Gold Medal	<u>6,714.83</u>
HBI Radio Bemidji	
	960.00
Total HBI Radio Bemidji	<u>960.00</u>
Higgins Heating, INC	
	487.50
	778.50
Total Higgins Heating, INC	<u>1,266.00</u>
Holmes Murphy	
	113.00
	196.00
Total Holmes Murphy	<u>309.00</u>
Lueken's - North	
	25.08
Total Lueken's - North	<u>25.08</u>
Luekens - South	
	413.54
Total Luekens - South	<u>413.54</u>

VenuWorks of Bemidji, LLC
Unpaid Bills Detail
As of September 14, 2017
Open Balance

Marco	
	433.02
Total Marco	<u>433.02</u>
Minnesota Energy Resources Corp	
	4,756.73
Total Minnesota Energy Resources Corp	<u>4,756.73</u>
NAPA	
	25.50
Total NAPA	<u>25.50</u>
Netzer's Bemidji Floral	
	248.11
Total Netzer's Bemidji Floral	<u>248.11</u>
NLFX Professional	
	737.50
	305.00
Total NLFX Professional	<u>1,042.50</u>
North Country Business Products	
	31.25
Total North Country Business Products	<u>31.25</u>
Raphaels Bakery Cafe	
	118.45
Total Raphaels Bakery Cafe	<u>118.45</u>
Sysco North Dakota, Inc.	
	-62.77
	32.60
	1,114.76
	632.15
Total Sysco North Dakota, Inc.	<u>1,716.74</u>
Terry's Auto Electric	
	128.37
Total Terry's Auto Electric	<u>128.37</u>
VenuWorks, Inc.	
Returned credit card purchases	-1,148.37
Credit Card charges	217.85
Piehl travel to Bemidji 7/30-8/4	1,442.75
F&B Commissions	1,853.29
September Management Fee	9,500.00
Total VenuWorks, Inc.	<u>11,865.52</u>
Waste Management	
	429.68
Total Waste Management	<u>429.68</u>
Manual Checks & Debits	
Merchant Services	153.31
Infinity	75.00

VenuWorks of Bemidji, LLC

Unpaid Bills Detail

As of September 14, 2017

Open Balance

McKinnon	218.00
D-S Beverages	358.00
Phillips Wine & Spirits	71.00
Total Manual Checks & Debits	875.31
TOTAL	65,455.09

RESOLUTION NO.

A RESOLUTION DECLARING COSTS TO BE ASSESSED, ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLLS, and ESTABLISHING A DATE FOR PUBLIC HEARING FOR CITY PROJECT #17-01

WHEREAS, costs have been determined for City Project #17-01:

2017 Street Renewal Project

Roosevelt Road SW - Washington to Clausen Avenue
25th Street NW - Irvine to Minnesota Avenue NW
Minnesota Avenue NW - 25th to 26th Street NW
29th Street - Irvine Avenue to Birchmont Drive
Shevlin Avenue SW - Roosevelt Road to 7th Street

AND WHEREAS, the cost of the improvement was \$1,129,952 and expenses incurred or to be incurred in the making of said improvement amount to \$148,591 so that the total cost of the improvement is \$1,278,543.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEMIDJI, MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$1,094,279 and the portion of the cost to be assessed against benefited property owners is declared to be \$184,264.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years with the first of the installments to be payable on or before the first Monday in January, 2018, and shall bear interest at the rate of 2.75 percent per annum from the first day of December, 2017.
3. The City Clerk, with the assistance of the City Engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in her office for public inspection.
4. A hearing shall be held on the 16th day of October, 2017, in the City Hall Council Chambers at 7:00 p.m. or as soon thereafter as the matter can be heard, to pass upon such proposed assessments and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
5. The Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
6. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the Bemidji City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days of the adoption of the assessment. The property owner may at any time thereafter, pay to the Bemidji City Clerk the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which such payment is made. Such payment must be made

before November 30 or interest will be charged through December 31 of the succeeding year.

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:

ATTEST:

APPROVED:

Kay M. Murphy, City Clerk

Rita C. Albrecht, Mayor

RESOLUTION NO.

A RESOLUTION DECLARING COSTS TO BE ASSESSED, ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLLS, and ESTABLISHING A DATE FOR PUBLIC HEARING FOR CITY PROJECT #17-04

WHEREAS, costs have been determined for City Project #17-04:

2017 Delton Avenue NW

AND WHEREAS, the cost of the improvement was \$685,613 and expenses incurred or to be incurred in the making of said improvement amount to \$96,536 so that the total cost of the improvement is \$782,149.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEMIDJI, MINNESOTA:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$654,230 and the portion of the cost to be assessed against benefited property owners is declared to be \$127,919.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years with the first of the installments to be payable on or before the first Monday in January, 2018, and shall bear interest at the rate of 2.75 percent per annum from the first day of December, 2017.
3. The City Clerk, with the assistance of the City Engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in her office for public inspection.
4. A hearing shall be held on the 16th day of October, 2017, in the City Hall Council Chambers at 7:00 p.m. or as soon thereafter as the matter can be heard, to pass upon such proposed assessments and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
5. The Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
6. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the Bemidji City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days of the adoption of the assessment. The property owner may at any time thereafter, pay to the Bemidji City Clerk the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 30 or interest will be charged through December 31 of the succeeding year.

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:

ATTEST:

APPROVED:

Kay M. Murphy, City Clerk

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM



Meeting Date: September 18, 2017

Action Requested: Approve Bemidji Volunteer Firefighters' Relief Association (FRA) 2018 Pension Benefit

Prepared By: Ron Eischens, Finance Director

Reviewed By: Nate Mathews, City Manager *Nate*

Background

Last October, the City Council approved the following items and understandings as it relates to the FRA:

- Pension benefit increase as follows:
 - 4.2% for 2016
 - None for 2017
 - 2.5% for 2018
- \$2 hourly rate increase for 2017
- Reduced vesting schedule from 10 to 7 years

Nate and I recently met with FRA president Ben Hein to discuss and review the 2018 benefit increase. Both sides agree the 2018 pension benefit increase by 2.5% effective January 1, 2018 as was understood from last year's Council action.

Recommendation:

Approve the FRA pension increase of 2.5% to \$6,408 per year of service effective January 1, 2018.

RESOLUTION NO.

A RESOLUTION AUTHORIZING EXECUTION OF A GRANT AGREEMENT (Traffic Safety Enforcement)

BE IT RESOLVED, that the Bemidji Police Department enters into a grant agreement with the Minnesota Department of Public Safety (OTS), for traffic safety enforcement projects during the period from October 1, 2017 through September 30, 2018.

NOW, THEREFORE, the City Council of the City of Bemidji hereby authorizes the Bemidji Police Chief Michael Mastin to execute such agreements and amendments as are necessary to implement the project on behalf of the Bemidji Police Department and to be the fiscal agent and administer the grant.

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: September 18, 2017

ATTEST:

APPROVED:

Kay M. Murphy, City Clerk

Rita C. Albrecht, Mayor

CERTIFICATION

State of Minnesota }
 }
County of Beltrami }

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the City Council of said City on September 18, 2017.



City Manager's Office

MEMORANDUM

TO: City Council
FROM: Nate Mathews, City Manager *Nate*
DATE: September 14, 2017
RE: Carnegie Library

Attached is one memo and one letter regarding the Carnegie Tax Credit decision. In addition to Al Felix's memo please find a letter solicited from attorney Bill Burns, who has practice experience in the Historic Tax Credit arena. Note from his letter he is willing to put together a proposal for his services if the Council's desire is to move forward to seek advice on whether Historical Tax Credits would be a feasible component for a Carnegie construction project.

Recommendation


Consider 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.

MEMO



Date: September 7, 2017

Subject: Dual Availability of State Grants and Historic Tax Credits for Carnegie Library Restoration Project

Prepared By: Alan Felix, City Attorney 

To: Bemidji City Council
Nate Mathews, City Manager

At the Work Session last Thursday regarding the Carnegie Project, I raised the legal concern of whether the City could use as project funding sources both State Grants (of which we've already received two (2) totaling approximately \$400,000, the largest being a Legacy Grant), as well as Historic Tax Credits. State Grants are generally for public facility or use oriented projects, while Tax Credits are tailored for "privately owned" projects (of course, a governmental entity doesn't generate or have income tax liability, so only private entities are eligible for tax credits). The concern stated another way is whether we could end up losing the State Grant eligibility if we successfully secured tax credits.

Understandably, to know whether our State Grant eligibility would be compromised by tax credit funding we needed to consult with the State Historical Society who've sponsored or extended our State grants. Natascha Wiener, the Society's Tax Credit Specialist, got back to me this past Tuesday morning, and, long story short, advised that our Project indeed could be eligible for and to use both funding sources. However, as you would guess, it all ultimately depends upon the structuring of the project financing in conjunction with the short and long term ownership of the building, the ultimate use of the restored structure, the construction, and operations methodology(ies). She also described in general terms how much in tax credits could possibly be available.

Regarding the question of "how much", recall that several key operating principals in the Historic Tax Credit scenario are that you can get both a 20% Federal Tax Credit and a 20% State Tax Credit based upon the "eligible expenses" of your project. In other words, the math is not a function of or based upon total Project costs, but rather on what are determined to be eligible expenses under IRS/State Tax guidelines.

What are "eligible expenses"? This is another aspect of where the devil is in the details. As pointed out by Natascha, any "eligible expenses" now designated to be paid for by our State Grants are considered to be ineligible because they are "public" expenses. However, Natascha also pointed out that we could seek a restructuring of our grant(s) to reallocate the State funds towards what are otherwise considered "ineligible expenses" notwithstanding our use of grant proceeds.

Briefly, then, of the current estimated \$1.9 plus million dollar budget, \$400,000 cannot be considered eligible by reason of the grant proceeds, likewise approximately \$500,000 of projected building move or relocation expenses have not to date been determined to be eligible. Which leaves a little better than \$1,000,000 as the base amount of eligible expenses going into a more concerted review of expense eligibility that needs to be made by a Tax Credit consultant if tax credits are to be pursued.

In turn, the maximum credits arguably available then is in the neighborhood of \$400,000 (40% or the Fed 20%/State 20%). Of that \$400,000, investors typically only give you a discounted amount, in the case of the Federal Tax Credit investor that means about 80-85% of \$200,000. At the same time, State Tax Credit investors are more inclined to pay closer to the full \$200,000.

Then consultant fees must be taken into consideration, which can range anywhere from \$30,000-\$75,000. However, most of the consultant fee are considered "eligible expenses" themselves (excepting attorney's fees which can run in the neighborhood of \$30-40,000!!).

One last tidbit shared by Natascha, that being that most dollars from credits won't be available until after the construction project is complete. In other words, you also need to be conscious or thinking of how to finance the "cash flow" needs during the actual construction.

Recommendation: So, what to do? As Natascha opined, perhaps it's appropriate or timely for the City/Project proponents to consider getting a qualified Tax Attorney/Consultant on board to help refine or "harden" the numbers we've generally or, to date, theoretically been tossing around. Alternatively, if all of the tax credit banter gives you pause, a discussion nonetheless may be timely regarding project alternatives, whatever those may be?

In any event, I would advise that the Council meet again as soon as feasible to discuss the next step. Again, keep in mind that our State Grants must be used (construction completed?) by January 1, 2019.

HANFT FRIDE
A PROFESSIONAL ASSOCIATION

DULUTH OFFICE:
1000 U.S. BANK PLACE
130 WEST SUPERIOR STREET
DULUTH, MN 55802-2094
TELEPHONE: 218/722-4766
FAX: 218/529-2401

CLOQUET OFFICE:
1219 - 14TH STREET
CLOQUET, MN 55720
TELEPHONE: 218/879-3333
FAX: 218/879-3201

REPLY TO CLOQUET OFFICE

WWW.HANFTLAW.COM

Email: wmb@hanftlaw.com

September 13, 2017

GILBERT W. HARRIES*
WILLIAM M. BURNS
JOHN D. KELLY*
FREDERICK A. DUDDERAR, JR.
R. THOMAS TORGERSON*
CHERYL M. PRINCE*
ROBIN C. MERRITT*
JENNIFER L. CAREY*
MARK D. PILON*
JACOB J. BAKER*
SCOTT A. WITTY*
LEAH L. FISHER
HOLLY LABOONE-HALLER
BRENT W. MALVICK
JOCELYN E. BREMER

RICHARD R. BURNS, * OF COUNSEL
CHARLES H. ANDRESEN, OF COUNSEL
DAVID C. LINGREN, OF COUNSEL

*ALSO ADMITTED IN WISCONSIN

Via Email Only

Mr. Alan Felix
Bemidji City Attorney
317 – 4th Street NW
Bemidji, MN 56601

Re: Carnegie Library Project/Proposal for Tax Attorney (Historic Tax Credit) Services
Our File No. 32624.000

Dear Al:

On behalf of myself, Hanft Fride and John Ries of Mahoney Ulbrich Christiansen Russ in St. Paul, I want to confirm our conversation that we are very interested in submitting a detailed proposal to the City of Bemidji regarding consulting on the potential use of historic tax credits to help fund the library project and fill the gap between available funds and costs. If the City responds favorably to the concept, we will submit a combined or integrated proposal detailing the services we see as being necessary to bring this project to the decision-making level.

My sense is that there are potential hurdles here, given the scale of the project, the marketplace for historic tax credits, the ultimate goals of the parties and appropriately converting grants to tax basis-generating vehicles. These hurdles, however, do not impair the parties' abilities to reach their ultimate goals.

Conducted at the appropriate scale, with the support of the community and the non-profit which has been led by Kathy and Lew, I believe that there is a potential to utilize the 40% historic tax credit (20% federal and 20% state) to enhance or fulfill the needs of the project.

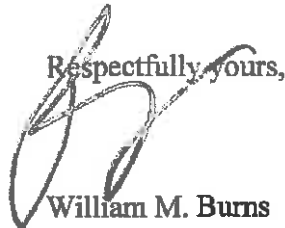
To put together a definitive proposal, we need to have a call with you, Nate and whoever else you felt was appropriate and necessary to make sure there is a clear understanding as to expectations and time frames. Such a discussion would also assist us in estimating the fees within the various potential phases of the project.

Mr. Alan Felix
September 13, 2017
Page 2

I have been working with historic tax credits since 1978, when I was involved in my first historic tax credit project, and have been exposed to those credits as they evolved over the years, including working through a number of significant projects with Mr. Ries. Those projects include the current NorShor Theatre renovation in Duluth and the Munger Terrace Apartments renovation that was completed four years ago.

John Ries is recognized, both statewide and nationally as one of the true experts on tax credit financing and structuring. Coincidentally, John also works with Center City Housing Corp., as do I. As you well know, that organization is completing its supportive housing facility in Bemidji. We enjoyed working with your City on that project.

One final note is that we were contacted by the Friends of the Carnegie Library group and have had some discussions regarding how historic tax credits might work here. That has been done on a volunteer/pro bono basis and there have been no fees generated or charged to them to date. I believe the Friends of the Carnegie Library Group are supporting moving forward on the basis described above.

Respectfully yours,

William M. Burns

WMB/ljc

c: Mr. John Ries

COUNCIL AGENDA ITEM



Meeting Date: September 18, 2017

Action Requested: 2018 Street Renewal Project - Consider Resolution Ordering Feasibility Report – City Project 18-01

Prepared By: Craig J. Gray, P.E.
Director of Public Works/City Engineer *CJG*

Reviewed By: Nate Mathews, City Manager

Background:

We have just completed the ninth year of the city's annual street reconstruction program and we now must consider the proposed program for 2018. The goal each year is to select the upcoming street segments in the fall so that the preliminary survey information can be acquired prior to snowfall. This will allow the winter months for engineering design, neighborhood information meetings and public hearings.

Here is a synopsis of what has been completed in the first nine years of the annual program:

- 629 homes with new roadway improvements.
- 11,784 linear feet of new storm sewer has been installed or replaced.
- 328 homes have had new water and sanitary sewer services installed to them.
- 27,400 linear feet of 70-90 year old water main and sanitary sewer has been replaced.
- 10.4 miles of city streets reconstructed.
- 33,060 lineal feet (6.8 miles) of sidewalks and trails replaced or added.
- Total investment in our infrastructure and neighborhoods of \$14,971,285.
- Utilization of \$7,400,000 in federal and state funds.

Discussion

The street segments that are proposed to be included for study within the 2018 feasibility report are shown on the attached map and are as follows:

Bardwell Drive NW
Richards Ave SE
24th Street NE
23rd Street NW
14th Street NW

Anne Street Loop
1st Street to 4th Street
Irvine Ave to Bemidji Ave
Park Ave to Irvine Ave
Delton Ave to Park Ave

The feasibility report is the first step in the Chapter 429 assessment process and it will outline the proposed improvements, project costs, preliminary assessments and the feasibility of the proposed project. The report should be complete and ready for city council review in December. After completion of the feasibility report staff will hold a neighborhood meeting to outline the proposed project to the affected property owners.

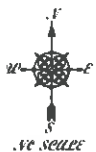
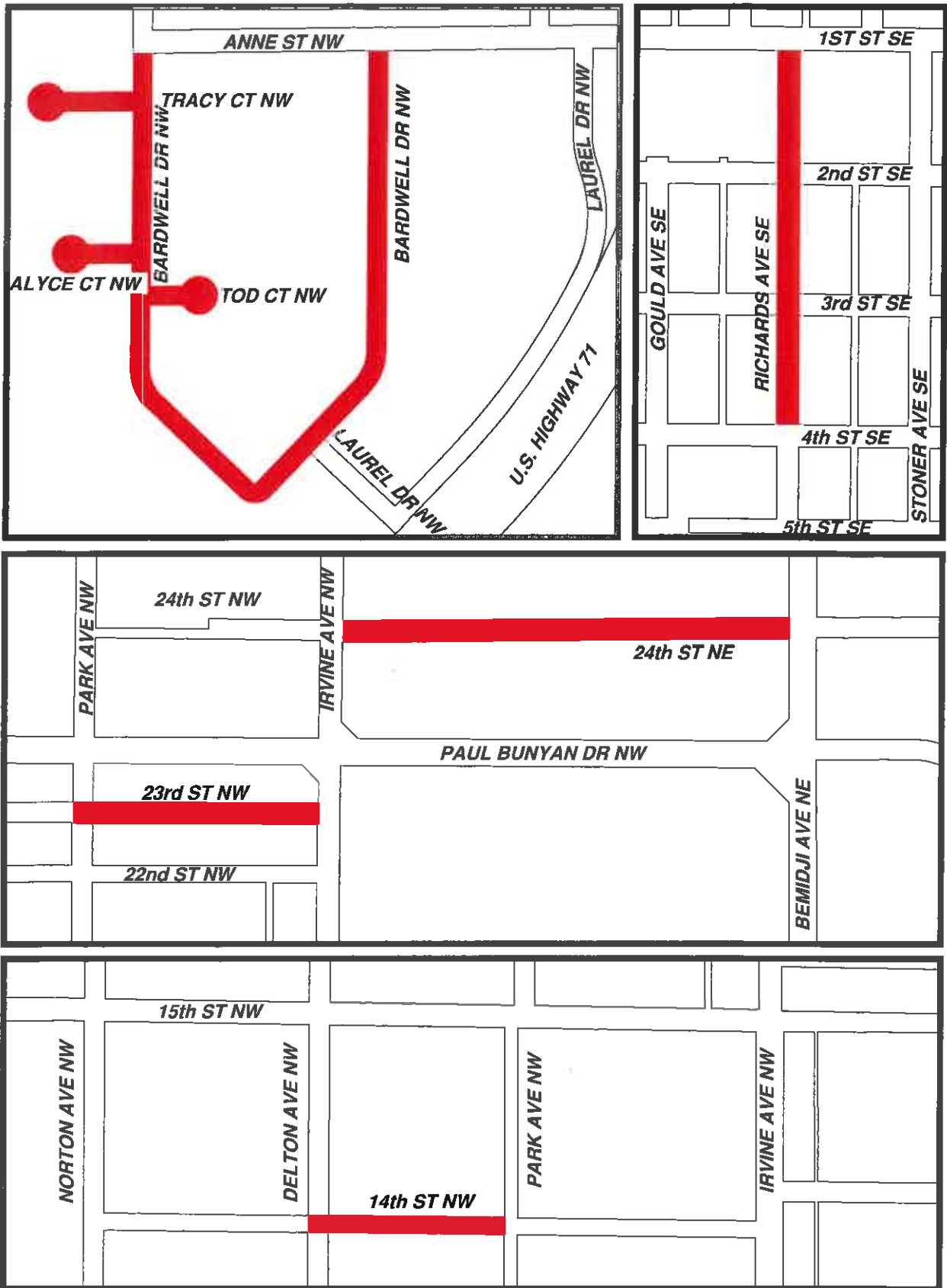
Finances:

The feasibility report will be completed by city staff in the engineering department. There will be no outside cost for the report. The report will detail all of the proposed project costs and funding sources.

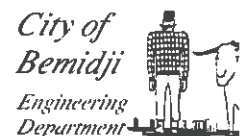
Recommendation:

It is recommended that the city council adopt the attached resolution ordering the preparation of a feasibility report on the 2018 Street Renewal Project.

EXHIBIT A



2018 STREET RENEWAL PROJECT



RESOLUTION NO.

A RESOLUTION ORDERING FEASIBILITY REPORT ON 2018 STREET RENEWAL PROJECT

WHEREAS, it is proposed to improve the following streets:

Bardwell Drive NW
Richards Ave SE
24th Street NE
23rd Street NW
14th Street NW

Anne Street Loop
1st Street to 4th Street
Irvine Avenue to Bemidji Avenue
Park Avenue to Irvine Avenue
Delton Avenue to Park Avenue

by reconstructing the streets and upgrading the sanitary sewers, water mains, and storm sewers; and

WHEREAS, the Bemidji City Council may assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

NOW, THEREFORE, BE IT RESOLVED by the Bemidji City Council that the proposed improvement be referred to the City Engineer for study and that he is instructed to report to the Council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

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:

ATTEST:

APPROVED:

Kay M. Murphy, City Clerk

Rita C. Albrecht, Mayor

COUNCIL AGENDA ITEM



Meeting Date: September 18, 2017

Action Requested: Approve Preliminary 2018 Tax Levy

Prepared By: Ron Eischens, Finance Director *Ron*

Reviewed By: Nate Mathews, City Manager

Based on the September 11, 2017 work session, the 2018 preliminary levy is \$5,752,739 or \$372,992, 7% higher than 2017. Due to the value of new construction and the decertification of a tax increment district, the net levy increase will be 2.6%.

The levy increase is attributable to the items summarized below:

- Revenue adjustments totaling \$146,606 including:
 - LGA increase of \$121,000
 - Police aid, recreation fees and MSA increases totaling \$50,000
 - Cable franchise fee increases of \$10,000
 - Other revenue adjustments of \$(34,000)
- Expense adjustments totaling \$519,598 including:
 - Personnel costs increases of \$216,000
 - New staff additions, police detective and assistant engineer - \$127,000
 - Railroad Corridor study of \$90,000
 - Sanford Center major repairs/small capital items - \$50,000
 - Joint Planning Board costs, absorb staff as City employees – \$41,000
 - Additional costs for legal prosecution costs provided by County of \$30,000
 - Change in airport flight coverage provided by fire department - \$25,000
 - GIS software license - \$20,000
 - City website update - \$15,000
 - Other items including job application software, LEC Lease, Library contribution, compensation study, reduced building department transfer- \$9,000
 - Department operational expense reductions - \$(104,000)

Once the preliminary levy is approved, it can only decrease when the final levy is adopted on December 18th.

Recommendation:

Approve resolution establishing the preliminary 2017 tax levy collectible in 2018 of \$5,752,739 and authorize certification to the County Auditor. In addition, the resolution sets the Truth in Taxation date for December 4, 2017 at approximately 6:00 pm.

RESOLUTION NO.

A RESOLUTION APPROVING PRELIMINARY 2017 TAX LEVY COLLECTIBLE IN 2018 AND SETTING THE TRUTH IN TAXATION HEARING DATE

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEMIDJI, COUNTY OF BELTRAMI, MINNESOTA, that the following sums of money be levied for the current year, collectible in 2018, upon the taxable property in the said City of Bemidji, for the following purposes:

General Fund	\$4,476,964
Sanford Center Capital Replacement	230,000
Street Improvements	425,000
2011 Sales Tax Bonds	100,292
South Shore Land Bonds	223,385
2007 G.O. Bonds Public Works Facility	<u>297,098</u>
Total All Levies	\$5,752,739

BE IT FURTHER RESOLVED that the Bemidji City Council set the Truth in Taxation public hearing date on Monday, December 4, 2017 at 6:00 p.m.

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Beltrami County, Minnesota.

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: September 18, 2017

ATTEST:

APPROVED:

Kay M. Murphy, City Clerk

Rita C. Albrecht, Mayor

CERTIFICATION

State of Minnesota }
 }
County of Beltrami }

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the City Council of said City on September 18, 2017.