



Board of City Commissioners

The Board of City Commissioners is scheduled to meet on Tuesday, January 23, 2024, at 5:15 PM in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

The Invocation and the Pledge of Allegiance will be presented by a Chaplain from the Bismarck Police Department.

The City of Bismarck encourages citizens to provide their comments for public hearing items on the Bismarck City Commission agenda via email to bismarckadmin@bismarcknd.gov. Please include the item number that your comment references. The comments will be sent to the members and placed with the minutes.

To ensure your comments are received before the meeting, please submit them by 3:30 PM on the day of the meeting and reference the item your comments address. If you would like to appear via video or audio link for a 3-5 minute comment on a regular agenda public hearing item, please provide your email address and contact information to the above email at least one business day before the meeting.

Live meeting coverage is available on Government Access Channels 2 & 602HD, Radio Access 102.5 FM Radio, or streaming on multiple platforms, including [FreeTV.org](https://www.freeTV.org) and [Facebook LIVE](https://www.facebook.com/bismarckndgov). Agenda items can be found online at www.bismarcknd.gov/agendacenter.

Call to Order

FUTURE COMMISSION MEETINGS

- February 13, 2024 & February 27, 2024
- March 12, 2024 & March 26, 2024
- April 9, 2024 & April 23, 2024

MISSION STATEMENT

To provide high-quality public services in partnership with our community to enhance our quality of life.

MEETING OF THE BOARD OF CITY COMMISSION

1. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items)
2. CONSENT AGENDA
 - A. Consider approval of minutes

Documents:

[January 9, 2024 - Minutes.pdf](#)

B. Consider approval of personnel actions

Documents:

[HR Personnel Action Items.pdf](#)

C. Consider approval of expenditures

D. Consider the request for approval from the Administration Department for the following:

1. Introduction of and call for a public hearing on the request to have the Class E - Sale At Retail of Beer Only alcohol license located at 619 Memorial Hwy transferred from 3 Fat Boys, LLC. to BHB, LLC.

Documents:

[C\) ADMIN - Liquor License Transfer.pdf](#)

E. Consider the request for approval from Bismarck Airport for the following:

1. Actions for the Hangar 5 Demolition and GA Apron Phase 5 Project.
2. Permission to sell the 2005 Ford Expedition at a public marketplace.
3. Amendment 1 to the Architectural Agreement with Ubl Design Group for the Snow Removal Equipment (SRE) Building Project.
4. \$1,500 sponsorship to the North Dakota Aviation Association (NDAA) for the 2024 Conference and Expo.

Documents:

[C\) AIR - Hangar 5 Demolition and GA Apron Phase 5.pdf](#)

[C\) AIR - Request to Sell 2005 Ford Expedition.pdf](#)

[C\) AIR - Snow Removal Equipment Building Project.pdf](#)

[C\) AIR - Sponsorship to NDAA for 2024 Conference.pdf](#)

F. Consider the request for approval from the Community Development Department for the following:

1. Authorizing Resolution to allow Bis-Man Transit to make application through the North Dakota Department of

Transportation.

2. Permission for the Historic Preservation Commission to apply for the 2024 Historic Preservation Fund Grant.

Documents:

- C) CD - Bis-Man Transit Grant Filing.pdf
- C) CD - HPC Grant Application.pdf

- G. Consider the request for approval from the Engineering Department for the following:

1. Street closure for BisMarket.
2. North Dakota Department of Transportation (NDDOT) Cost Participation and Maintenance Agreement for I-94 Exit 161 Interchange Reconstruction Project IM-NHU-1-094(212)161, PCN 22648; City project HC 132.
3. Request for Resolution Approving the Revised Preliminary Engineering Report and Approving Plans and Specifications, Resolution Approving Plans and Specifications, and Resolution Directing the Advertisement of Bids and Receive Bids for Sewer Improvement SE 582.
4. Consider Request for Resolution Approving Plans and Specifications and Request for Resolution Directing the Advertisement for Bids and Receive Bids for Street Improvement District SI 577 Part A and Part B.
5. Development Agreement with COM Properties, LLC.
6. Encroachment Agreement - 205 N 2nd St - Shelter Partners, LLP.

Documents:

- C) ENG - BisMarket Street Closure.pdf
- C) ENG - HC 132.pdf
- C) ENG - SE 582.pdf
- C) ENG - SI 577.pdf
- C) ENG - Development Agreement with COM Properties, LLC.pdf
- C) ENG - Encroachment Agreement-Shelter Partners, LLP.pdf

- H. Consider the request for approval from the Finance Department for the following:

1. Applications for Abatement.
2. **Permission to use the ND State Contract to purchase Technology Equipment from Advanced Business Methods.**

Documents:

- C) FIN - Abatements.pdf
- C) FIN - Purchasing from ND State Contract.pdf

I. Consider the request for approval from the Fire Department for the following:

1. Continue participation in the Community Rating System (CRS) program and submit annual recertification documentation.
2. Permission to purchase Rapid Intervention Packs from Grand Forks Fire and Equipment.
3. Change order for the Fire Station 1 Remodel.

Documents:

- [C\) FIRE - CRS Program Annual Re-Certification.pdf](#)
- [C\) FIRE - Rapid Intervention Packs.pdf](#)
- [C\) FIRE - Station 1 Remodel Change Order.pdf](#)

J. Consider the request for approval from the Police Department for the following:

1. Permission to accept grant funds from the Law Enforcement Resiliency Grant Award.

Documents:

- [C\) PD - Law Enforcement Resiliency Grant Award.pdf](#)

K. Consider the request for approval from the Public Works Service Operations Department for the following:

1. Award bid for Bismarck Expressway Warranty LED Replacement Project.

Documents:

- [C\) PW SO - LED Warranty Replacment Project.pdf](#)

L. Consider the request for approval from the Public Works Utility Operations Department for the following:

1. Permission to accept wastewater flows from the University of Mary.

Documents:

- [C\) PW UO - Wastewater Flows from the University of Mary.pdf](#)

3. REGULAR AGENDA

- A. Public Hearing on the application for a new Class F2: Restaurant Beer and Wine Liquor license for Dakota Asian Fusion Cuisine (dba) Ichiban Ramen Japanese & Asian Bistro at 1825 N 13th Street.

Documents:

[R\) ADMIN - Liquor License Application.pdf](#)

- B. Public Hearing on Taxi License Application for Bismarck Transportation Services, Co.

Documents:

[R\) ADMIN - BTS Taxi Application.pdf](#)

- C. Public Hearing on Taxi License Application for Dakota Transportation Services, LLC.

Documents:

[R\) ADMIN - DTS Taxi Application.pdf](#)

- D. Public hearing to amend the dimensional requirements for residential accessory buildings – Zoning Ordinance Text Amendment.

Documents:

[R\) CD - Public Hearing Zoning Ordinance Text Amendment.pdf](#)

- E. Consider the abatement application requested by Harbor Properties LLC for the 2023 assessment year.

Documents:

[R\) FIN - Application for Abatement.pdf](#)

- F. Consider the request for the New Extraterritorial Area (ETA) Agreement with Apple Creek Township.

Documents:

[R\) CD - Applecreek Township ETA Agreement.pdf](#)

- G. Consider the request by the Community Development Department to provide an update on the status of the FEMA Risk MAP Project for Burleigh County.

Documents:

[R\) CD - FEMA Risk Map Update.pdf](#)

- H. Consider the request to authorize the renewal of Bismarck's Renaissance Zone Program.

Documents:

R) CD - Renaissance Zone Program.pdf

- I. Consider request to pursue NDDOT Urban Road and Urban Regional program projects.

Documents:

R) ENG - NDDOT Urban Program Solicitation.pdf

- J. Consider discussion and approval of department director employment and performance processes.

Documents:

R) ADMIN - Director Policy.pdf

4. Other Business

Adjourn

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