



Board of City Commissioners

The Board of City Commissioners is scheduled to meet on Tuesday, April 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

- May 14, 2024 & May 28, 2024
- June 11, 2024 & June 25, 2024
- July 9, 2024 & July 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. Girl Scout Gold Award Recognitions
2. Proclamations
 1. Arbor Day
 2. Historic Preservation Month

3. Law Enforcement Memorial Week

Documents:

[Proclamation - Arbor Day.pdf](#)
[Proclamation - Historic Preservation Month.pdf](#)
[Proclamation - Law Enforcement Memorial Week.pdf](#)

3. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items).

4. CONSENT AGENDA

A. Consider approval of minutes

Documents:

[April 1, 2024 - Special Meeting Minutes.pdf](#)
[April 2, 2024 - Special Meeting Minutes.pdf](#)
[April 5, 2024 - Special Meeting Minutes.pdf](#)
[April 9, 2024 - Minutes.pdf](#)
[April 11, 2024 - Special Meeting Minutes.pdf](#)

B. Consider approval of personnel actions

Documents:

[HR Personnel Actions.pdf](#)

C. Consider approval of expenditures

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

1. Gaming Site Authorization Renewals.
2. Liquor License Renewal.

Documents:

[C\) ADMIN - Gaming Site Authorization Renewals.pdf](#)
[C\) ADMIN - Liquor License Renewal.pdf](#)

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

1. Sale of surplus/obsolete items at Police Auction.

Documents:

[C\) AIR - Police Auction Items.pdf](#)

- F. Consider the request for approval from the Central Dakota

Communications Center for the following:

1. Permission to receive a food donation from Voice Products, as a thank you to the hard work and dedication of our staff during National Public Safety Telecommunications Week.

Documents:

[C\) CENCOM - Food Donation.pdf](#)

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

1. Contract and scope of work for the Bismarck Arts and Culture Plan.
2. Revision to the major subdivision final plat titled Elk Ridge Third Addition.
3. Title VI Monitoring Review for 2021, 2022 and 2023.

Documents:

[C\) CD - Bismarck Arts and Culture Plan.pdf](#)

[C\) CD - Elk Ridge Third Addition.pdf](#)

[C\) CD - Title VI Monitoring.pdf](#)

H. Consider the request for approval from the Engineering Department for the following:

1. Development Agreement with HD Partners, LLP.
2. Development Agreement with HD Real Estate Investments, Inc.
3. Encroachment and waiver agreement with 630 Main Partners, LLC for signs projecting into and overhanging the right of way.
4. Contract Change Order No. 4 for Highway Construction Project 143.
5. Amendment to existing agreement for professional services with KLJ for E Century Ave Reconstruction – HC 165.
6. Selection of Terracon and Braun Intertec for Project 1 for material testing services and the ability to retain their services for two subsequent years and approval of Terracon for Project 2 for material testing services.
7. Private Drive and Private Utility Agreement and Access Easement with Edgewood Properties, LLLP.

Documents:

- C) ENG - Development Agreement - HD Partners, LLP.pdf
- C) ENG - Development Agreement - HD Real Estate Investments, Inc..pdf
- C) ENG - Encroachment Agreement - 630 E Main Ave.pdf
- C) ENG - HC 143.pdf
- C) ENG - HC 165.pdf
- C) ENG - Material Testing Services.pdf
- C) ENG - Private Drive and Utility Agreement - Edgewood Properties, LLLP..pdf

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

1. Applications for Abatement.
2. Special Assessment Commission Member Appointment.

Documents:

- C) FIN - Abatements.pdf
- C) FIN - Special Assessment Commission Appointment.pdf

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

1. Concrete Street Light Poles to Graybar Electric Company, Inc. for Public Works Service Operations Electrical Division.
2. Agreement with EngTech, LLC to provide consulting services for Bismarck Veterans Memorial Library Restroom Renovation Project.
3. Contract with HDR Engineering for the new Scale House Conceptual Design Scope and Fees.
4. Authorize staff to purchase two traffic control cabinets from Traffic Control Corporation.
5. Permission to sell surplus vehicles, equipment, and furniture at the City Auction.
6. **Permission for the Weeds Division to assist the Bismarck Parks and Recreation Board, as a subrecipient, in the application for two grants for noxious weeds management on Parks property.**

Documents:

- C) PW SO - Concrete Street Light Poles.pdf
- C) PW SO - Library Restroom Remodel-Update.pdf
- C) PW SO - New Scale House - Conceptual Design Scope and Fee.pdf

- C) [PW SO - Purchase of Traffic Signal Cabinets.pdf](#)
- C) [PW SO - Sell Surplus Items at City Auction.pdf](#)
- C) [PW SO - Subrecipient Grant Application.pdf](#)

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

1. Purchase of property for future lift station.
2. Award bid for construction of sanitary sewer - Hay Creek Interceptor from Main Avenue to Divide Avenue project (SU24-91).
3. Time extension and cost change order from Leo A. Daly for the Public Works Expansion Project.
4. Wetland mitigation credit purchase for Boulder Ridge Stormwater Project.

Documents:

- C) [PW UO - Future Lift Station Purchase Agreement.pdf](#)
- C) [PW UO - Hay Creek Interceptor Project Bid Award.pdf](#)
- C) [PW UO - Public Works Expansion Project Change Order.pdf](#)
- C) [PW UO - Wetland Mitigation Credits for Boulder Ridge Stormwater Project.pdf](#)

5. REGULAR AGENDA

A. Receive the reports from the Bismarck-Mandan Chamber EDC and the Downtown Community Foundation (Downtowners) relating to the economic development services provided by each organization.

Documents:

- R) [ADMIN - Economic Development Services Reports.pdf](#)

B. Receive an update on the City of Bismarck's technical evaluation of local limits.

Documents:

- R) [PW UO - Local Limits Evaluation.pdf](#)

C. Consider the request from Terry Fleck to receive a presentation relating to sidewalks along Morrison Avenue.

Documents:

- R) [ADMIN - Fleck Presentation.pdf](#)

D. Public hearing on the request for a new Class I-2: Complementary Alcohol license for Coco Nails & Spa, LLC (dba) Coco Nails & Spa at 820 43rd Avenue NE.

Documents:

[R\) ADMIN - Coco Nails and Spa Alcohol License Application.pdf](#)

- E. Public hearing on a request to transfer the Class E: Sale at Retail of Beer Only license from Mini Mart, Inc. (dba) Loaf 'N Jug #685 to Washington Bismarck ND, LLC. (dba) Brake Time, at 2835 North Washington Street.

Documents:

[R\) ADMIN - Brake Time Alcohol License Transfer.pdf](#)

- F. Public hearing for Ordinance 6575 to amend zoning from the A – Agricultural zoning district to the Conditional MA – Industrial zoning district for Lot 2, Block 1, Capital Electric Second Subdivision and take final action on this item.

Documents:

[R\) CD - Zoning Map Amendment - Capital Electric Second Subdivision.pdf](#)

- G. Consider the recommendation from the Vision Fund Committee to support a PACE program interest buy-down for Superior Precast, LLC.

Documents:

[R\) ADMIN - Vision Fund Application - Superior Precast, LLC.pdf](#)

- H. Consider a request to receive bids and award contract for Street Light and Traffic Signal Project SV 76.

Documents:

[R\) ENG - SV 76.pdf](#)

- I. Consider and discuss options moving forward with the Bismarck Event Center director position.

Documents:

[R\) ADMIN - Event Center Direction.pdf](#)

- J. Consider the request to identify a new commissioner to handle the Finance Portfolio for the development of the 2025 budget.

Documents:

[R\) ADMIN - Finance Portfolio and Budget Committee.pdf](#)

6. Other Business

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