



## Board of City Commissioners

The Board of City Commissioners is scheduled to meet on Tuesday, February 27, 2024, at 5:15 PM in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

The Invocation 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](mailto: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](http://www.bismarcknd.gov/agendacenter).

Call to Order

### FUTURE COMMISSION MEETINGS

- March 12, 2024 & March 26, 2024
- April 9, 2024 & April 23, 2024
- May 14, 2024 & May 28, 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. Pledge of Allegiance led by local boy scouts.
2. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items)
3. CONSENT AGENDA
  - A. Consider approval of minutes

Documents:

[February 13, 2024 - Special Meeting Minutes.pdf](#)  
[February 13, 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 Bismarck-Burleigh Public Health Department for the following:

1. Letter of support from Bismarck-Burleigh Public Health for the development and implementation of dental hygiene and dental assisting programs at Bismarck State College.

Documents:

[C\) BBPH - Letter of Support.pdf](#)

E. Consider the request for approval from the Bismarck Event Center for the following:

1. One-year stage show agreement with Nightlife Music LLC DBA Nightlife Sound & Lighting.
2. Historic Preservation Fund Grant and Cultural Heritage Grant for the Belle Mehus Auditorium.
3. Extend the Ubl Design Group contract on the arena locker room project.

Documents:

[C\) BEC - Agreement with Nightlife Music LLC.pdf](#)  
[C\) BEC - Grant Funding Request.pdf](#)  
[C\) BEC - Ubl Design Group Contract Extension.pdf](#)

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

1. Street name change for Burr Oak Loop, where staff recommends approval.
2. Street name change for Harvest Lane, where staff recommends approval.

Documents:

- C) CD - Burr Oak Loop.pdf
- C) CD - Harvest Lane to Weiss Ave.pdf

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

1. Amendment 4 to the existing agreement for professional services with Apex Engineering Group, Inc. for S Washington St reconstruction - HC 158.
2. Insufficiency of protest on the resolution of necessity for Street Improvement District 578.
3. Insufficiency of protest on the resolution of necessity, the request for a resolution approving plans and specifications, and a resolution directing the advertisement of bids and receiving bids for Street Improvement District 579.
4. Sidewalk and utility easement at the intersection of Century Ave and 4th St.
5. Dedication and acceptance of Watermain, Sanitary Sewer, and Access easements as part of Silver Ranch Fourth Addition.

Documents:

- C) ENG - HC 158.pdf
- C) ENG - SI 578.pdf
- C) ENG - SI 579.pdf
- C) ENG - Sidewalk and Utility Easement.pdf
- C) ENG - Silver Ranch 4th Addition Easements.pdf

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

1. Application for abatement for Property ID 0105-016-020 where the Assessing Division recommends approval.
2. Application for abatement for Property ID 2155-001-001 where the Assessing Division recommends denial and application for abatement for Property ID 2155-002-001 where the Assessing Division recommends a reduction of the certified values.
3. Special Assessment Commission Member Resignation.
4. 2025 Budget Calendar.

Documents:

- C) [FIN - Application for Abatement.pdf](#)
- C) [FIN - Applications for Abatement - Lasalle Shopping Center.pdf](#)
- C) [FIN - Resignation of SAC Member.pdf](#)
- C) [FIN - 2025 Budget Calendar.pdf](#)

I. Consider the request for approval from the Human Resources Department for the following:

1. HR Management Recruiting Software Request for Proposal.

Documents:

- C) [HR - Management Recruiting Software.pdf](#)

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

1. Endo opioid bankruptcy settlement.

Documents:

- C) [LEGAL - Endo Opioid Settlement.pdf](#)

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

1. Permission to solicit donations for the 2024 Annual Bismarck Police Department Benefit Golf Tournament.

Documents:

- C) [PD - PD Golf Solicitation Request.pdf](#)

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

1. Permission for the Forestry Division to accept the North Dakota Forest Service Grant awards from the North Dakota Forest Service.
2. Permission for the Forestry Division to apply for the Targeted Assistance Grant (TAG) from the North Dakota Department of Agriculture.
3. Permission to purchase one new pickup for Bismarck Parking Authority.
4. Permission to sell City Assets at a Public Sale or Online Auction.
5. Permission to purchase traffic signal equipment for traffic

signal detection and cobalt equipment.

Documents:

- C) [PW SO - North Dakota Forest Service Grant.pdf](#)
- C) [PW SO - Targeted Assistance Grant Application.pdf](#)
- C) [PW SO - Purchase of Pickup for Bismarck Parking Authority.pdf](#)
- C) [PW SO - Sale of City Assets.pdf](#)
- C) [PW SO - Traffic Signal Operations Equipment.pdf](#)

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

1. Task Order No. 5 with Bartlett & West for Mandan Street Tank Removal.
2. Amendment No. 1 to the Hazard Mitigation Grant Program (HGMP) Cost Share Agreement for the Pioneer Lift Station Generator.
3. Change Order #22 for Public Works Expansion Project.

Documents:

- C) [PW UO - Bartlett and West Task Order.pdf](#)
- C) [PW UO - HMGP Amendment.pdf](#)
- C) [PW UO - Public Works Expansion Project Change Order.pdf](#)

4. REGULAR AGENDA

A. Receive an update and final recommendation from the City Commission Fact Finding Subcommittee relating to the performance issues of Charlie Jeske, Event Center Director, and recommendations regarding the appropriate actions to take to address any necessary employee discipline and changes to Event Center operations.

Documents:

- R) [ADMIN - FFS Recommendation..pdf](#)

B. Public hearing on the request to have the Class E - Sale At Retail of Beer Only alcohol license located at 601 Memorial Hwy transferred from 3 Fat Boys, LLC. to BHB, LLC.

Documents:

- R) [ADMIN - License Transfer Public Hearing.pdf](#)

C. Public hearing on Ordinance 6571, a request for zoning map amendment from the RM30 – Residential zoning district to the PUD – Planned Unit Development zoning district for Sonnet Heights Subdivision Ninth Replat and associated Minor Subdivision Final Plat.

Documents:

[R\) CD - Ord 6571.pdf](#)

- D. Public hearing on Ordinance 6572, the annexation of Lot C, Section 19 and Lot B, Section 30, Hay Creek Township.

Documents:

[R\) CD - Ord 6572.pdf](#)

- E. Consider the request for Amendment No. 1 to South Central Regional Water Contract.

Documents:

[R\) PW UO - South Central Regional Water Contract Amendment.pdf](#)

- F. Consider the request for approval of award concurrence of South Washington Street Reconstruction Project, AC-NHU-1-981(137), City Project HC 158, resolution receiving bids and ordering preparation of the Engineer's Statement and resolution awarding bids for Street Improvement district SI 580 and Sewer Improvement district SE 584.

Documents:

[R\) ENG - HC 158, SI 580, SE 584.pdf](#)

- G. Consider the request for resolution receiving bids and ordering preparation of the Engineer's Statement and request for resolution awarding contracts for Street Improvement District SI 577 - Part A and Part B.

Documents:

[R\) ENG - SI 577.pdf](#)

- H. Consider the request for resolution receiving bids and ordering preparation of the Engineer's Statement and resolution awarding contract for Sewer Improvement District SE 582/WPSP392.

Documents:

[R\) ENG - SE 582, WPSP 392.pdf](#)

- I. Request for resolution creating district Parts A-1, A-2, and B, Resolution Approving Plans and Specifications, and authorization to advertise and receive bids for City Concrete (CC)24 - Parts A-1, A-2, and B.

Documents:

[R\) ENG - CC 24.pdf](#)

- J. Consider the request to use resources from NPCC to refill the Vision Fund

for projects and ongoing costs.

Documents:

[R\) FIN - Vision Fund Replenishment.pdf](#)

- K. Continued discussion and approval of department director employment and performance processes.

Documents:

[R\) ADMIN - Director Employment and Performance Policy.pdf](#)

- L. Consider the request to provide direction for recruiting to fill the vacant Assistant City Administrator position.

Documents:

[R\) HR - Assistant City Administrator Recruiting.pdf](#)

- M. Consider approval of the application by Cloverdale Foods Company PACE Loan interest rate buy down for and expansion project necessary to accommodate growth.

Documents:

[R\) ADMIN - Vision Fund Application.pdf](#)

- N. Request of the Bismarck Event Center to go into executive session under NDCC 44-04-19.1 (9) for contract negotiation / negotiation strategy.

Documents:

[R\) BEC - Executive Session.pdf](#)

- O. Request of the Engineering Department to enter Executive Session under North Dakota Century Code Section 44-04-19.2 regarding contract negotiation/negotiation strategy under NDCC Section 44-04-19.1 (9).

Documents:

[R\) ENG - Executive Session.pdf](#)

## 5. Other Business

Adjourn

Phone: 701-355-1300 | 221 North 5th Street | P.O. Box 5503 | Bismarck, ND 58501  
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