



Board of City Commissioners

AGENDA December 17, 2024

Tom Baker Meeting Room	City/County Office Building	5:15 PM
	221 N. 5th St.	
	Bismarck, ND 58501	

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 by 3:30 PM on the day of the meeting. Please include the item number that your comment references. The comments will be sent to the members and placed with the minutes.

Live meeting coverage is available on Government Access Channels 2 & 602HD, RadioAccess 102.5 FM Radio, or streaming on multiple platforms, including [FreeTV.org](https://www.free-tv.org) and [Facebook LIVE](https://www.facebook.com/bismarcknd). Agenda items can be found online at <https://bismarcknd.portal.civicclerk.com>.

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

CALL TO ORDER

FUTURE COMMISSION MEETINGS

January 14, 2024 & January 28, 2024
February 11, 2024 & February 25, 2024
March 11, 2024 & March 25, 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. **HUMANITARIAN AWARD PRESENTATIONS**
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
 - B. Consider approval of personnel actions

- C. Consider approval of expenditures
- D. Consider the request for approval from the Administration Department for the following:
 - 1. Appointment of Joan Kline, Mirabela Punga and Corinne "Betsy" Zarr to the Bismarck Human Relations Committee with terms to expire December 31, 2027.
 - 2. Appointment of Michael Frye and Robyn Benedict and reappointing Terry Lincoln to the Bismarck Animal Advisory Board with terms to expire December 31, 2027.
 - 3. Reappointment of Brian Houle and Doug Prchal to the Bismarck Forestry Advisory Board with terms to expire December 31, 2028.
 - 4. Appointment of Jade Scherr and Joel Stugelmeyer and reappointing Andrea Petersen to the Bismarck Vision Fund Committee with terms to expire December 31, 2027.
 - 5. Appointment of Dawn Kopp, Brenda Nagel, Brian Ritter, Dustin Gawrylow, Kim Riepl (non-voting), Mike Taylor, Trevor Vannet, Diedre Hughes (non-voting), Jaelyn Chathams and Lane Hoffer to the newly formed Bismarck Transportation Steering Committee.
 - 6. Accept the donation of one-half of the reverter clause for the Police Department property and execute IRS Form 8283.
 - 7. Application for gaming for Bismarck Youth Baseball, Incorporated at 3903 State Street.
 - 8. Process of recruiting and hiring the Director of Public Works Utility Operations Department.
 - 9. Changes to the Change Order and Contract Amendment Policies and elimination of the Professional Services Contracts Policy.
- E. Consider the request for approval from the Bismarck Airport for the following:
 - 1. \$1,500 sponsorship to the North Dakota Aviation Association (NDAA) for the 2025 Fly-ND Conference and Expo.
 - 2. Incentive package recommendation for American Air's new route between Bismarck Airport and Chicago O'Hare Airport.
- F. Consider the request for approval from the Community Development Department for the following:
 - 1. Appointment of Jennifer Clark to the Board of Adjustment with a term to expire December 31, 2027.

2. Appointment of Damita Engel and Matthew Hull to the Historic Preservation Commission with terms to expire December 31, 2027.
 3. Appointment of Nancy Guy and Alexandra Geiger to the Renaissance Zone Authority with terms to expire December 31, 2027, and appointing Amelia Doll to fill an unexpired term to expire December 31, 2026.
 4. Permission to submit a SFY2026 Section 5339 Grant Application.
 5. Permission to submit a SFY2026 Section 5310 Grant Application.
 6. Introduction of and call for a public hearing on Ordinance 6599, a zoning map amendment for Lots 1 and 3, Block 1, Washington Square Addition.
 7. Introduction of and call for a public hearing on Ordinance 6600, a zoning map amendment for Lot 1, Block 1, Huchler Park Subdivision.
 8. Introduction and call for a public hearing on Ordinance 6601, a zoning map amendment on Lots 1 and 2, Block 1, Kilber North Addition First Replat.
 9. Introduction of and call for a public hearing on Ordinance 6602, a zoning ordinance text amendment for public notice signs.
 10. Final consideration and approval of a Major Street Plan Amendment of a realignment of a future extension of Rocky Road.
 11. Replacement water, sanitary sewer, and storm drainage easements and additional utility easement on Lot 2, Block 1, First Responders Third Addition.
 12. Bismarck-Mandan MPO 2025 Unified Planning Work Program (UPWP) Contract with the North Dakota Department of Transportation (NDDOT).
 13. Accept the 2024 Community Development Block Grant (CDBG) funds from the United States Department of Housing and Urban Development (HUD) in the amount of \$371,960.
- G. Consider the request for approval from the Engineering Department for the following:
1. Amendment 4 with Apex Engineering Group, Inc. for design services related to FEMA South Bismarck Flood Control Project.
 2. Consider Request for Resolution Creating District SI 585 and Ordering Preparation of Preliminary Report.
 3. Receive bids for Highway Construction Project HC 170 and reject all bids.
 4. Receive bids and award contract for Sewer Utility Project SU 94.
 5. **Consider approval of Change Order 14 and Change Order 15 for HC 131.**

- H. Consider the request for approval from the Finance Department for the following:
 - 1. Application for abatement.
 - 2. Appointment of Abby Ritz to the City's Special Assessment Commission with a term to expire April 30, 2031.
 - 3. **2025 fees and charges.**

- I. Consider the request for approval from the Human Resources Department for the following:
 - 1. Receive, consider, and accept the reclassification of the Public Works Service Operations Roads and Streets Supervisor position as recommended by Condrey and Associates.
 - 2. Revised Service Awards Policy.

- J. Consider the request for approval from the Public Works - Service Operations Department for the following:
 - 1. Permission to request donations for the Forestry Division's 2025 Partners In Planting and Arbor Day Fund.
 - 2. Final Cover Closure Project Change Order No. 1 with R.J. Zavoral & Sons, Inc., for \$51,593.06 and extend the completion date to November 15, 2025.
 - 3. Landfill Cell 2 Expansion Project Change Order No. 2 with R.J. Zavoral & Sons, Inc., for \$29,610.61.

- K. Consider the request for approval from the Public Works - Utility Operations Department for the following:
 - 1. Award the 2025 chemical bids for the Water and Wastewater Treatment Plants.
 - 2. Change order No. 1 with PKG Contracting, Inc for the Water Treatment Plant GMP3a – UPS Replacement Project.
 - 3. Permission to apply for state grant funding for 2025 Public Works Utility Operations water projects.

- L. **Consider the request for approval from the Legal Department for the following:**
 - 1. **Second Amendment to Bismarck Municipal Court Indigent Defense Contract.**

4. **REGULAR AGENDA**

- A. Receive the fourth quarter report from the Bismarck-Mandan Chamber EDC relating to the economic development services provided.

- B. Receive the fourth quarter report from the Downtown Bismarck Community Foundation (Downtowners) relating to the economic development services provided by the organization.
- C. Receive a presentation from Karel Sovak regarding a call for projects as part of the economic development services provided by the Downtown Bismarck Community Foundation.
- D. Receive a presentation on the Safe Routes to Services/Complete Streets Study Final Report for acceptance.
- E. ~~Public hearing on Ordinance 6589 to amend thresholds related to emergency procurement thresholds.~~
- F. Public hearing on Ordinance 6597 to amend the Sales, Use and Gross Receipts Tax.
- G. Consider the request to publish a Strategic Planning Services Request for Proposal (RFP).
- H. Consider identifying City of Bismarck priorities for the 2025 North Dakota legislative session.

5. OTHER BUSINESS

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