



Board of City Commissioners

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, November 14, 2023, at 5:15 PM in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

A Chaplain from the Bismarck Police Department will present the Invocation and the Pledge of Allegiance.

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/bismarcknd). Agenda items can be found online at www.bismarcknd.gov/agendacenter.

Call to Order

FUTURE COMMISSION MEETINGS:

- November 28, 2023
- December 12, 2023 & December 26, 2023
- January 9, 2024 & January 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:

[October 24, 2023 - Special Minutes.pdf](#)
[October 24, 2023 - 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. Lease agreement with Burleigh County for first floor space in the Burleigh County Courthouse for Bismarck Municipal Court.
2. Gaming site authorization renewals.

Documents:

[C\) ADMIN - Courthouse Lease.pdf](#)
[C\) ADMIN - Gaming Site Authorization Renewals.pdf](#)

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

1. Assignment and Release #1 for Wetland Phase 5/6 project.
2. Lease agreement with the State Historical Society of North Dakota for a storage building.

Documents:

[C\) AIR - Assignment and Release Wetland Phase 5 and 6 Project.pdf](#)
[C\) AIR - State Historical Society Lease.pdf](#)

F. Consider the request for approval from Bismarck-Burleigh Public Health for the following:

1. Permission to accept Public Health Infrastructure Grant funding.

Documents:

[C\) BBPH - Infrastructure Grant.pdf](#)

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

1. Recommendation to award the Alcoholic Beverages Services contract with the Bismarck Event Center to Bricks N Ivy, LLC.

Documents:

[C\) BEC - Event Center Alcohol RFP.pdf](#)

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

1. Approval of the 2023 Adjusted Urbanized Area Boundary.
2. Introduction of and call for a public hearing on Ordinance 6565, the request for a zoning map amendment on Lot 1, Block 1, BREI Estates First Addition Replat, requested by BREI Estates LLLP, where the Planning and Zoning Commission recommends approval.
3. Introduction of and call for a public hearing on Ordinance 6566, the request for a zoning map amendment and major subdivision final plat on Lot 1 and Lot 20, Block 4, all of Block 5 and all of Block 6, Paradise Valley Addition, requested by MBR Properties LLC, where the Planning and Zoning Commission recommends approval.
4. Request by HD Real Estate Investment, Inc. to release the non-access line over the entire south line of Lot 4, Block 4, Trillium Fourth Addition, less the East 150 feet.

Documents:

[C\) CD - 2023 Adjusted Urbanized Area Boundary.pdf](#)
[C\) CD - Ord 6565.pdf](#)
[C\) CD - Ord 6566.pdf](#)
[C\) CD - Trillium Fourth Addition NALR.pdf](#)

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

1. Development Agreement with SDY Properties, LLC.
2. Request for resolution receiving bids and ordering preparation of the engineer's statement and resolution awarding contract for SI 573 - Part B and SE 583 – Part B.
3. Request for resolution creating district and ordering preparation of preliminary report and resolution approving the preliminary report and directing the preparation of plans and specifications for Street Improvement District SI 580.

Documents:

- C) ENG - SDY Properties, LLC Development Agreement.pdf
- C) ENG - SI573B and SE583B.pdf
- C) ENG - SI580.pdf

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

1. Applications for abatement.
2. Permission to participate in North Dakota State Contract No. 900 (Purchasing & Travel Card Services) with JP Morgan.

Documents:

- C) FIN - Abatements.pdf
- C) FIN - Purchasing Card Services State Contract.pdf

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

1. Revised Family Medical Leave policy.
2. Revised Military Leave policy.

Documents:

- C) HR - Family Medical Leave Policy 2023.pdf
- C) HR - Military Leave Policy 2023.pdf

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

1. Permission to accept a bid from Peraton to supply a bomb disposal robot to the Bismarck Police Department Bomb Team.

Documents:

- C) PD - Bomb Team Robot Bid.pdf

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

1. Permission to sell vehicles and equipment at public sale and/or to trade-in on its replacement and to correct unit # for asset listing at public sale.
2. Award bid for traffic signal pole replacement at North 9th

Street and East Boulevard Avenue.

Documents:

- C) [PW SO - Sale or Trade-In of Vehicles and Equipment.pdf](#)
- C) [PW SO - Traffic Signal Pole Replacement.pdf](#)

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

1. Amendment No. 1 to Task Order 24 with AE2S for Engineering Consulting Services for O&M Projects.

Documents:

- C) [PW UO - AE2S Amendment No 1 to Task Order 24.pdf](#)

3. REGULAR AGENDA

4. Receive update on Economic Development Consulting Services Request for Proposals (RFP) and collaborative efforts of the Bismarck-Mandan Chamber EDC and Bismarck Downtowners.

Documents:

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

5. Public hearing on a request for a new Class I-2 Complimentary Alcohol license for Nail Boss.

Documents:

- R) [ADMIN - New Alcohol License.pdf](#)

6. Public hearing on a request to transfer the Class D Full Retail Alcohol license from BBS, Inc. (dba) Borrowed Bucks Roadhouse to Parkland USA Corporation (dba) Superpumper.

Documents:

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

7. Public hearing on the consideration and acceptance of the 2023 Transit Development Plan.

Documents:

- R) [CD - 2023 Transit Development Plan.pdf](#)

8. Consider the request for approval to authorize the resolutions for the issuance and award of bids for the 2023 special assessment bonds and warrants, and accept the lowest bid as presented.

Documents:

R) FIN - 2023 Special Assessment Bonds.pdf

9. Consider the request to receive bids and award contract for Highway Construction Project HC 159.

Documents:

R) ENG - HC159.pdf

10. Consider the resolution supporting the local zoning and permitting authority of Burleigh County and Townships within Burleigh County.

Documents:

R) ADMIN - Resolution.pdf

11. Receive an update on the City's petition to intervene in the Public Service Commission's pipeline matter.

Documents:

R) LEGAL - CO2 Pipeline Update.pdf

12. **Consider the request to issue a Letter of Intent to the Burleigh County Commission regarding proposed changes to the Renaissance Zone Development Plan.**

Documents:

R) CD - Renaissance Zone Program Letter of Intent.pdf

13. Other Business

Adjourn

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