



Board of City Commissioners

January 5, 2023

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, January 10, 2023, 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/bismarcknd). Agenda items can be found online at www.bismarcknd.gov/agendacenter.

Call to Order

FUTURE COMMISSION MEETINGS:

- January 24, 2023
- February 14, 2023 & February 28, 2023
- March 14, 2023 & March 28, 2023

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:

[December 27, 2022 - Minutes.pdf](#)

[December 29, 2022 - Special Meeting Minutes.pdf](#)

B. Consider approval of personnel actions.

Documents:

[HR Personnel Actions.pdf](#)

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

1. Consider approving recommendations to the Animal Advisory Board.

Documents:

[C\) ADMIN - Board Appointments.pdf](#)

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

1. Amendment 3 to January 8, 2019, Agreement with Kadrmass, Lee & Jackson for the Taxiway C North Project.
2. Three Lease Amendments with Simson Holding Company, LLC.

Documents:

[C\) AIR - KLJ Taxiway C North Amendment.pdf](#)

[C\) AIR - Simson Holding Co Lease Amendments.pdf](#)

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

1. Request of the Bismarck-Mandan Metropolitan Planning Organization, on behalf of Bis-Man Transit, for approval of the Bis-Man Transit Farebox Upgrade.
2. Introduction of and Call for a public hearing on Ordinance 6533, a request for the annexation of a portion of Clear Sky Addition, requested by FRM Investments, LLP. The Bismarck Planning and Zoning Commission recommends approval.
3. Introduction of and call for a public hearing on Ordinance 6534,

a request for annexation of Boulder Ridge First Addition First Replat, requested by Wilment Development, LLC.

Documents:

- C) CD - Bis-Man Transit Farebox Upgrade.pdf
- C) CD - Ord 6533.pdf
- C) CD - Ord 6534.pdf

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

1. Street closure for the 50th Annual Downtowners Street Fair.
2. Approval of Contract Change Order No. 1 for Street Improvement District SI 557.
3. Approval of Contract Change Order No. 1 for Street Improvement District SI 568.
4. Approval of Resolution of Necessity for Street Improvement District SI 570.
5. 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 571.
6. Approval of Resolution of Necessity for Street Improvement District SI 574.

Documents:

- C) ENG - 2023 Street Fair Closure.pdf
- C) ENG - SI557.pdf
- C) ENG - SI568.pdf
- C) ENG - SI570.pdf
- C) ENG - SI571.pdf
- C) ENG - SI574.pdf

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

1. Applications for Abatement where the Assessing Division recommends approval.
2. Revised Credit Card, Travel, and Food and Beverage Policies.
3. Decline all bids for the special assessment management software and maintenance/support.

Documents:

- C) [FIN - Abatements.pdf](#)
- C) [FIN - Revised Credit Card, Travel, and Food and Beverage Policies Memo.pdf](#)
- C) [FIN - Special Assessment Management Software.pdf](#)

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

1. Permission to Award Contract for Boulevard Tree Pruning.
2. Permission to purchase Video Detection and Cobalt equipment at the Minnesota DOT Contract Bid Price.

Documents:

- C) [PW SO - Bid Award for Boulevard Tree Pruning.pdf](#)
- C) [PW SO - Video Detection and Cobalt Upgrades.pdf](#)

3. REGULAR AGENDA

4. Receive a report from the City of Bismarck Human Relations Committee relating to the launch of a new radio program through Dakota Media Access.

Documents:

- R) [ADMIN - Human Relations Committee Podcast.pdf](#)

5. Public hearing regarding the revisions to the Special Assessment Policy and consider approval of the Special Assessment Policy.

Documents:

- R) [ENG - Special Assessment Policy.pdf](#)

6. Major subdivision final plat of Norbs Subdivision, requested by GKNG Properties, LLC., located east of Bismarck, east of 52nd street SE, and south of East Main Avenue/County Highway 10, along the west side of Mulberry Lane.

Documents:

- R) [CD - Norbs Subdivision.pdf](#)

7. Major subdivision final plat of Technology Hill Addition, requested by the City of Bismarck and Bismarck State College, located in west-central Bismarck, south of Edwards Avenue and west of Schafer Street.

Documents:

- R) [CD - Technology Hill Addition.pdf](#)

8. Consider a request from Mayor Mike Schmitz to create the City of Bismarck – Burleigh County Joint Committee.

Documents:

R) ADMIN - City County Joint Committee.pdf

9. Receive an update on Better Bismarck Campaign.

Documents:

R) BBPH - Better Bismarck Update.pdf

10. Provide direction on how to revise the Inclement Weather policy.

Documents:

R) HR - Inclement Weather Policy Update.pdf

11. Other Business

Adjourn

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