



February 6, 2019

Board of City Commissioners
Bismarck, ND

Dear Commissioners:

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, February 12, 2019 at 5:15 p.m. in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

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

Watch live meeting coverage on Government Access Channels 2 & 602HD, Listen to Radio Access 102.5 FM Radio, or Stream www.freetv.org and www.radioaccess.org.

Future City Commission meetings are scheduled as follows:

- February 26, 2019
- March 12 & 26, 2019
- April 9 & 23, 2019

MEETING OF THE BOARD OF CITY COMMISSION

1. CONSENT AGENDA

- A. Consider approval of minutes.

Documents:

[MN012219.pdf](#)

- B. Consider approval of expenditures.

- C. Consider approval of personnel actions

Documents:

[HR Personnel Report.pdf](#)

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

1. Introduction of and Call for a Public Hearing on a New Class S liquor license for The CraftCade to be located at 405 N 4th St.
2. Gaming Site Authorization for RMEF Mindak Inc. located at Amvets 2402 Railroad Ave.
3. **Appoint Commissioner Guy as an ex-officio member to the Missouri Valley Coalition for Homeless People's board of director's.**

Documents:

(C) ADMIN - CraftCade.pdf
(C) ADMIN - RMEF Amvets Site Auth.pdf
(C) ADMIN - MVCHP.pdf

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

1. Change Order #11 - Final to the September 21, 2017 agreement with Strata Corporation for Runway 13/31 Reconstruction Phase 3.
2. Engineering Services Agreement with Kadrmas, Lee & Jackson for Design of Wetland Mitigation Phase 5.

Documents:

- (C) AIR - Strata Change Order.pdf
- (C) AIR - KLJ Agreement Wetland Mitigation.pdf

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

1. Authorize the application for Culture of Health Leaders Program.
2. **Authorize the application for AAA North Dakota Traffic Safety Grant.**

Documents:

- (C) BBPH - Culture of Health.pdf
- (C) BBPH - AAA Grant.pdf

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

1. Credit card convenience fee policy.

Documents:

- (C) BEC - Credit Card Convenience Fee.pdf

H. Consider the request for approval from the City Attorney for the following:

1. Engagement agreement with Bormann, Myerchin, Espeseth & Edison, LLP.

Documents:

- (C) ATTY - SE 15-58 Engagement Memo.pdf

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

1. Introduction of and Call for a Public Hearing on Ordinance 6364, a request for the annexation of part of Lot A of Lot 4, Block 2, Spiritwood Estates Subdivision, requested by Glenn and Julie Bosch and Kurt and Judy Steiner. The Planning and Zoning Commission recommends approval.
2. Introduction of and Call for a Public Hearing on Ordinance 6365, a request for a zoning change from the RR-Residential zoning district to the R5-Residential zoning district for part of Lot A of Lot 4, Block 2, Spiritwood Estates. The Planning and Zoning Commission recommends approval.
3. Introduction of and Call for a Public Hearing on Ordinance 6366, a request for a zoning change from the RR-Residential zoning district to the RT-Residential and Conditional CG-Commercial zoning districts for Washington Square Addition. The Planning and Zoning Commission recommends approval.
4. Introduction of and Call for a Public Hearing on Ordinance 6367, a request for a zoning change from a PUD-Planned Unit Development zoning district to a new PUD-Planned Unit Development zoning district on part of Lot 21, Lounsberry Outlots, requested by Bismarck Public Schools and Inspire Family Fellowship. The Planning and Zoning Commission recommends approval.
5. Corrected Ordinance 6292 regarding a zoning change for Silver Ranch First Addition. Staff recommends approval.
6. **Appoint Brian Eiseman to serve on the Planning & Zoning Commission for a term expiring in April 2021.**

Documents:

- (C) CD - Ordinances 6364, 6365 Spiritwood Annexation and Zoning Change.pdf
- (C) CD - Appointment of Member.pdf
- (C) CD - Ordinance 6366 Washington Square Addition.pdf
- (C) CD - Ordinance 6367 Lounsberry Outlots PUD.pdf
- (C) CD - Ordinance 6292 Silver Ranch Corrected Zoning Change.pdf

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

1. Annual Quiet Rail Zone maintenance fee from Burlington Northern Santa Fe Railroad.
2. Encroachment agreement with Boll Properties, LLP.
3. Resolution Approving Plans and Specifications, Resolution of Necessity and Resolution Directing Advertisement of Bids and Receiving Bids for Street Improvement District No. 525 - Phases A & B.
4. Resolution Approving Plans and Specifications, Resolution of Necessity and Resolution Directing Advertisement of Bids and Receiving Bids for Street Improvement District No. 526.
5. Resolution Creating Street Improvement District No. 527 and Ordering Preparation of the Preliminary Report, Resolution Approving Preliminary Report and Directing Preparation of Plans and Specifications for Street Improvement District No. 527.

Documents:

- (C) ENG - BNSF Quiet Rail.pdf
- (C) ENG - Encroachment Agreement Boll Properties LLP.pdf
- (C) ENG - SI 525.pdf
- (C) ENG - SI 526.pdf
- (C) ENG - SI 527.pdf

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

1. Authorize the 2019 contingency funds for equipment replacement.

Documents:

- (C) FIN - 2019 Event Center.pdf

L. Consider the request for approval from the Finance Department - Assessing Division for the following:

1. Application for property tax abatement 2018, blind exemption at 1714 N 7th St.
2. Application for property tax abatement 2017 and 2018, blind exemption at 314 W Boulevard Ave.

Documents:

- (C) FIN - Abatement - 1714 N 7TH ST.pdf
- (C) FIN - Abatement 314 W Boulevard Ave.pdf

M. Consider the request for approval from the Fire Department for the following:

1. Authorization to accept an offer from the North Dakota Safety Council for one free conference registration.
2. Updated Bismarck-Burleigh Mutual Aid Agreement.
3. **Authorize the application for a Firehouse Subs Public Safety Foundation Grant.**

Documents:

- (C) FIRE - NDSC Conference.pdf
- (C) FIRE - Subhouse Grant.pdf
- (C) FIRE - Bismarck Burleigh Mutual Aid.pdf

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

1. Leadership Training Contract with Exploring Leadership Solutions.

Documents:

- (C) HR - Leadership Training.pdf

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

1. Authorization to accept a donation of up to \$1,800 from the now dissolved Crime Stopper Program.
2. Authorization to participate in the solicitation of donations for regional K9 training.
3. Authorization to apply for and compete on the television show America's Greatest K9.

Documents:

- (C) PD - Donation from Crime Stopper Program.pdf
- (C) PD - Permission to Solicit Donations for K9 Training.pdf
- (C) PD - Permission to Compete on Americas Greatest K9.pdf

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

1. Adjustment to the 2019 waste recycling disposal fees for non-City resident and commercial customers.
2. Adjustment to the 2019 saw log fee.
3. Exercise the first option year for 2019 lawn care services for city-owned property.

Documents:

- (C) PWSO - Memo Approving Fee for Electronics Recycling Disposal at the HHW and Electronics Recycling Center.pdf
- (C) PW-SO Memo Approving Saw Log Fee Increase.pdf
- (C) PW-O - Memo to Award Lawn Care Option for 2019.pdf

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

1. Change Order 1 with Stantec Consulting Services, Inc. for the Cost of Service and Rate Design Study.
2. Water Service Contract with the City of Lincoln from February 1, 2019 thru January 31, 2039.
3. License and Maintenance Agreement for the use of FAMS-XL with Stantec Consulting Services Inc.

Documents:

- (C) PWUO - Memo Approving Stantec Change Order 1.pdf
- (C) PWUO - Memo Approving Water Service Agreement with City of Lincoln.pdf
- (C) PWUO - Memo Approving License and Maintenance Agreement with Stantec Consulting Services Inc.pdf

2. REGULAR AGENDA

3. Bis-Man Transit National Express Employee Scott Rohrich recognized for Outstanding Act of Customer Service.
4. Certificate of Achievement for Excellence in Financial Reporting Award.
5. Public comment (restricted to items on the Regular Agenda, excluding public hearing items).
6. Commission Portfolio Report - Commissioner Zenker
7. Consider receiving the 2017-2018 Annual Report from the Bismarck Human Relations Committee.

Documents:

- (R) ADMIN - HRC.pdf

8. Public Hearing on a New Class I-3 Restaurant Beer Only Liquor License for The Wood House Restaurant, located at 1825 N 13th Street.

Documents:

- (R) ADMIN - The Wood House Liquor License.pdf

9. Public Hearing on a New Class M Catering Liquor License for Bareknuckle Events, LLC., located at 300 N 4th Street, #103.

Documents:

- (R) ADMIN - Bareknuckle Events Liquor License.pdf

10. Public Hearing on a New Class M Catering Liquor License for Sixteen 03 Main Events, located at 1603 E Main Avenue.

Documents:

[\(R\) ADMIN - Sixteen 03 Main Liquor.pdf](#)

11. Consider the request from the Community Development Department for the following regarding the Elk Ridge Addition:

1. Public Hearing on Ordinance 6362, a request for the annexation of Elk Ridge Addition, less the Tyler Parkway right-of-way.
2. Public Hearing on Ordinance 6363, a request for a zoning change from the A-Agricultural zoning district to the R5-Residential and P-Public zoning districts for Elk Ridge Addition.
3. Park Development Agreement for Elk Ridge Addition.
4. Approval of the final plat for Elk Ridge Addition.

Documents:

[\(R\) CD - Elk Ridge Addition Items.pdf](#)

12. Consider the request from the Administration Department for a review, discussion, and approval of the 2019 Legislative Report #3.

Documents:

[\(R\) ADMIN - Legislative Report 3.pdf](#)

13. Consider the request from 630 Main Development, LLC for a New Construction Renaissance Zone Project at 630 East Main Avenue. The Renaissance Zone Authority recommends approval.

Documents:

[\(R\) CD - 630 East Main RZ Project.pdf](#)

14. Consider the request from the City Attorney for the approval of the Purchase Agreement with Denizen Partners.

Documents:

[\(R\) ATTY - Denizen Purchase Agreement.pdf](#)

15. Consider the request for approval from the Engineering Department for the Engineering Consultant Services Contract with Kadrmas, Lee & Jackson for 43rd Avenue North Reconstruction - HC 121.

Documents:

[\(R\) ENG - Consultant Selection 43rd Avenue N Reconstruction.pdf](#)

16. Other Business

Adjourn

