



March 10, 2020

Board of City Commissioners
Bismarck, ND

Dear Commissioners:

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, March 10, 2020 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 FreeTV.org and RadioAccess.org. Agenda items can be found online at www.bismarcknd.gov/agendacenter.

Future City Commission meetings are scheduled as follows:

- May 24, 2020
- April 14 & 28, 2020
- May 12 & 26, 2020

MISSION STATEMENT

To provide high-quality public service in partnership with our community to enhance our quality of life.

MEETING WITH THE BOARD OF HEALTH

1. Call to Order
2. Director's Report - Renae Moch, Public Health Director
 - a. COVID-19 Update
 - b. Presentation of 2019 Annual Report
3. Adjourn

Documents:

[\(C\) BBPH - City Board of Health Agenda.pdf](#)

MEETING OF THE BOARD OF CITY COMMISSION

1. Proclamation recognizing the Bismarck Rotary Club, for a "Century of Service."

Documents:

[Bismarck Rotary Club.pdf](#)

2. Proclamation recognizing March as Colorectal Cancer Awareness Month.

Documents:

[Colorectal Cancer Awareness Month.pdf](#)

3. Proclamation recognizing March 18th as Take Down Tobacco: National Day of Action in the City of Bismarck.

Documents:

[Take Down Tobacco National Day of Action.pdf](#)

4. Consider the approval of the minutes.

Documents:

[MN022520.pdf](#)
[SM030320.pdf](#)

5. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items).

6. CONSENT AGENDA

A. Consider approval of expenditures.

B. Consider the approval of personnel actions.

Documents:

[\(C\) HR - Personnel Report.pdf](#)

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

1. Gaming Site Authorization for Matpac Wrestling Club, Inc. 1023 E. Front Ave.
2. Introduction of and call for a public hearing on a new Class D Retail Liquor License for Costco Beverages, Inc. Costco Wholesale #1380, located at 1325 57th Ave. N.E.

Documents:

[\(C\) ADMIN - New Gaming Site Auth - Matpac Wrestling Club, Inc..pdf](#)
[\(C\) ADMIN - New Liquor License Costco.pdf](#)

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

1. Approve reimbursement to Faber Coe & Gregg for HVAC installation in the airport cafe concession space.
2. Approve the selection committee's recommendation of a MB4 High Speed Rotary Snow Plow and approve entering into the purchase agreement.

Documents:

[\(C\) AIR - Reimbursement to Faber for HVAC.pdf](#)
[\(C\) AIR - Rotary Snow Plow.pdf](#)

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

1. Introduction of and call for a public hearing on Ordinance 6414, to amend Ordinance 12-10-06, regarding Accidents Involving Damage to Vehicles.
2. Introduction of and call for a public hearing on Ordinance 6415, to amend Ordinance 12-03-06, regarding Written Report of Accident.

Documents:

[\(C\) ATTY - Ordinance 6414.pdf](#)
[\(C\) ATTY - Ordinance 6415.pdf](#)

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

1. Introduction of and call for a public hearing on Ordinance 6411, a request for the annexation of parts of Blocks 1-6, Silver Ranch First Addition First Replat, requested by Investcore Inc., the Bismarck Planning and Zoning Commission recommends approval.
2. Introduction of and call for a public hearing on Ordinance 6412, a request for a zoning change from the A-Agriculture zoning district to the MA-Industrial zoning district for Hay Creek Substation Addition, requested by Central Power Electric Cooperative.
3. Introduction of and call for a public hearing on Ordinance 6413, a request for a zoning change from

the A-Agriculture zoning district to the RR-Residential zoning district for Apple Meadows Third Subdivision, requested by the Sattler Family, LLP, the Bismarck Planning and Zoning Commission recommends approval.

4. Request to accept North Dakota Department of Environmental Quality - Volkswagen Settlement Rebate Grant Award.
5. Request of the Bis-Man Transit Board to dispose of a 1993 Chevy Lumina service car.
6. Request of the Bis-Man Transit Board to have the Federal Transit Administration reallocate FY20 5339 funds to rebuild existing buses and replace other vehicles that are beyond useful life.

Documents:

- (C) CD - Silver Ranch Annexation.pdf
- (C) CD - Hay Creek Substation Addition.pdf
- (C) CD - Apple Meadows Third Subdivision.pdf
- (C) CD - Volkswagen Settlement Award.pdf
- (C) CD - Transit Service Car Disposal.pdf
- (C) CD - Bis-Man Transit Grant Reallocation..pdf

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

1. Boulder Ridge Seventh Addition Easements - Approve the release of portions of existing utility easements within Boulder Ridge Seventh Addition, Approve acceptance and dedication of right of way and utility easements within Boulder Ridge Seventh Addition, Approve acceptance of replacement utility easements on behalf of franchised utilities within Boulder Ridge Seventh Addition.
2. Approve Development Agreement with Frontier Precision, Inc.
3. Street Improvement District No. 530 - Request for Resolution Approving Plans and Specifications for SI 530, Request for Resolution Directing the Advertisement of Bids and Receive Bids.
4. Street Improvement District No. 534 - Request for Resolution Approving Plans and Specifications, Request for Resolution Directing the Advertisement of Bids and Receive Bids.
5. Street Improvement District No. 535 - Request for Resolution of Necessity.
6. Street Utility Project SV 55 - Request to receive bids and award contract for Street Utility Project SV 55.
7. Approve Street Closure for 16th Annual Urban Harvest.

Documents:

- (C) ENG - Boulder Ridge Seventh.pdf
- (C) ENG - Development Agreement Frontier Precision.pdf
- (C) ENG - SI 530.pdf
- (C) ENG - SI 534.pdf
- (C) ENG - SI 535.pdf
- (C) ENG - SV 55.pdf
- (C) ENG - Urban Harvest Street Closure.pdf

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

1. **Approve the reclassification of the Airport's Accounting Specialist Grade 14 position to Accounting Coordinator Grade 17.**

Documents:

- (C) HR - Reclassification Accounting Specialist.pdf

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

1. Award contract for parking ticket hardware and software to Duncan Parking Technologies.

Documents:

- (C) PD - Duncan Parking Solutions Contract.pdf

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

1. Approve Task Order No. 20-01 to the Agreement with Houston Engineering for professional

- engineering services for solid waste operations.
- 2. Award bid for Public Works building HVAC Upgrade to Advance Mechanical.
- 3. Award bid for installation of painted pavement marking to Traffic Safety Services, Inc.

Documents:

- [\(C\) PW - SO - Task Order 20-01 to Houston Engineering Agreement.pdf](#)
- [\(C\) PW - SO - Bid Award HVAC Upgrade Project.pdf](#)
- [\(C\) PW - SO - Bid Award Installation of Painted Pavement.pdf](#)

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

- 1. Approve bid for the Lockport Pump Station Project and approval of a cost-share request with the State Water Commission.

Documents:

- [\(C\) PW - UO - Bid Award for Lockport Pumping Station.pdf](#)

7. REGULAR AGENDA

- 8. Receive a presentation and hold a public hearing on the Metropolitan Planning Organization's 2020-2045 Metropolitan Transportation Plan/Arrive 2045.

Documents:

- [\(R\) CD - Arrive 2045.pdf](#)

- 9. Consider the request from the Community Development Department for Sarah and Andrew Rodenburg to appeal the February 6, 2020 decision of the Board of Adjustment to deny a variance from Section 14-04-03 (8) of the City Code of Ordinances (R5-Residential) (Side Yard) to decrease the required side yard setback from six (6) feet to zero (0) feet for the purpose of creating an access easement to provide access to the property east of Lot 12, Block 1, Highland Acres (Lots 1-2, Lot 3 less than North 16 feet and Lot 4 less than East 29 feet, block 1, Torrance Hill Addition) (811, 815, 819 and 823 Torrance Place) in order to construct a single-family dwelling.

Documents:

- [\(R\) CD - Highland Acres Variance Appeal.pdf](#)

- 10. Public hearing on Street Improvement District No. 532 on Resolution of Necessity.

Documents:

- [\(R\) ENG - SI 532.pdf](#)

- 11. Consider the request from the Attorney for the proposed amendment to the Bismarck Home Rule Charter and direct staff to publish the notices and work with the County to place the measure on the June 9, 2020 ballot, for the Bismarck Park District's ballot measure.

Documents:

- [\(R\) ATTY - Park Board Measure.pdf](#)

- 12. Consider the request from the Community Development Department for approval of the final plat of Dunn Subdivision, requested by Luella Dunn.

Documents:

- [\(R\) CD - Dunn Subdivision.pdf](#)

- 13. Consider the request from the Community Development Department for approval of the final plat of the Eugenes First Addition, requested by State Street Investments.

Documents:

- [\(R\) CD - Eugenes First Addition.pdf](#)

- 14. Consider the request from the Community Development Department to change the name of the street Whitetail Drive, as recorded on the plat of Olive Tree Subdivision, to Olive Tree Lane.

Documents:

(R) CD - Whitetail Drive Street Name Change.pdf

15. Consider the request from the Engineering Department for discussion regarding the special assessment policy.

Documents:

(R) ENG - Special Assessment Policy.pdf

16. Consider the request from the Administration Department for discussion regarding the street utility fee.

Documents:

(R) ADMIN - Street Utility Discussion.pdf

17. Consider the request from the Administration Department for discussion regarding the public arts policy.

Documents:

(R) ADMIN - Public Art Policy.pdf

Other Business

Adjourn

