



## Special Assessment Task Force Subcommittee

The Special Assessment Task Force Subcommittee is scheduled to meet Monday, June 13, 2022, at 3:30 PM in the Mayor's Conference Room on the 4th Floor of the City/County Building, 221 N 5th St, Bismarck, ND 58501

1. Welcome and Introductions

The subcommittee of the Special Assessment Task Force is composed of Dustin Gawrylow, Kate Herzog, Mike Schmitz, Mark Splonskowski, and Kevin Strege.

2. Approval of Minutes

Documents:

[Special Assessment Task Force Subcommittee 6.6.2022.pdf](#)

3. Rate Calculations and Rate Tier Structure

Documents:

[Example Commercial.pdf](#)  
[Example Residential.pdf](#)

4. Discuss Agenda Items for June 15, 2022 Special Assessment Task Force meeting and Subcommittee Report

5. Public Comment

6. Adjourn

*Phone: 701-355-1300 | 221 North 5th Street | P.O. Box 5503 | Bismarck, ND 58501*  
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## Special Assessment Task Force Subcommittee

6/6/2022 - Minutes

### 1. Welcome and Introductions

The subcommittee of the Special Assessment Task Force is composed of Dustin Gawrylow, Kate Herzog, Mike Schmitz, Mark Splonskowski, and Kevin Strege.

Committee members present included Dustin Gawrylow, Kate Herzog, and Kevin Strege. Committee member Mike Schmitz was absent.

### 2. Approval of Minutes

Commissioner Splonskowski made a motion to approve the minutes as presented, and Kate Herzog seconded.

All members present voted aye.

### 3. Rate Calculations and Rate Tier Structure

The group reviewed the residential fees table provided by City Engineer Gabe Schell. Mr. Strege commented that he struggles with the three-tiered system and would like to see the smallest parcels at the same rate as apartment units and manufactured homes. Ms. Herzog agrees that the lowest tier for single-family residential should match the rate for apartments and manufactured homes. Ms. Herzog noted that she prefers four or six tiers but ultimately favors the infinitely variable metric with a unique rate per parcel, based on parcel size. Mr. Gawrylow suggested that options be presented and compared between a tiered rate structure and an infinitely varied rate based on parcel size. Mr. Gawrylow stated his preference for a six-tiered rate system with the rates beginning at \$7 and increasing to \$14, \$21, \$28, \$42, and \$56. Commissioner Splonskowski indicated his preference would be for the infinitely varied rate model but noted that the larger task force rejected it, and as such, the subcommittee should not consider it. Commissioner Splonskowski noted he likes the idea of a side by side comparison and closed by saying that his preference would be for a four-tier structure because he doesn't like the top to be too high and the bottom to be too low.

The general consensus of the subcommittee is to eliminate a one-tier and three-tiered option from the rate tier structure.

Kate Herzog made a motion to provide a recommendation to the full Special Assessment Task Force with the following options:

1. Do you prefer a tiered structure or an infinitely variable rate structure?
2. If you prefer the tier structure, do you prefer four tiers or six tiers? Dustin Gawrylow seconded.

All members present voted aye.

There was a brief discussion on how to address large lots owned by Bismarck Parks and Recreation District. The general consensus was to have City Engineer Schell provide conceptual rates both low and high for residential parcels at the next meeting with the understanding that parcels owned by Bismarck

Parks and Recreation District will be removed from the residential rate table. It was noted that park-owned lots would be charged the same per square foot rate and would be capped the same; however, those parcels would not be included in the residential table.

A brief discussion was held regarding the option of tiers vs. infinite variables for commercial properties.

4. Discuss Agenda Items for June 15, 2022 Special Assessment Task Force meeting and Subcommittee Report

The consensus is to provide the full Special Assessment Task Force with the following items:

1. The residential and commercial rate tier structures provided by City Engineer Schell.
2. The three items from Dustin Gawrylow's presentation to the City Commission which include, the Draft Home Rule Charter Amendments, the Footnotes of Intent to Support the Draft Home Rule Charter Amendment, and the Memorandum of Recommended Direction to the Bismarck City Commission.
3. Inflation rates and forecasting provided by City Finance Director Dmitriy Chernyak.

5. Public Comment

A member of the public stated that he is encouraged by the conversations during this meeting focusing on four or six tiers for residential rate structure.

6. Adjourn

There being no further business to discuss, the meeting was adjourned at 4:30 PM.

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PARCEL_ID	PROPERTY_ADDRESS	PROPERTY_OWNER	Approx Adjust Lot SF	% of Median	Capped Factor	Capped Monthly Revenue	Uncapped SF Monthly Revenue	no Min/6x median exempt max/20x median non-exempt max Calculated SF monthly revenue	.25x min/6x median except max/20x median non-exempt max Calculated SF monthly revenue	SQRT SF Adjusted Monthly Revenue
0001-052-015	110 N 3RD ST	KETTERLING, DARIN & JULIE	1,875	0.068	0.25	51	4	9	17	57
0001-112-053	309 N MANDAN ST 1	BLUE CHAMPAGNE ENTERPRISES INC	3,125	0.113	0.25	51	7	15	17	73
2020-001-151	3401 HAMILTON ST A	DAHL, MARK	2,671	0.097	0.25	51	6	13	17	68
0001-040-025	802 E MAIN AVE	VUE COMMUNITY CREDIT UNION	3,750	0.136	0.50	102	9	19	19	80
1125-001-005	3200 ROCK ISLAND PL 1	BJH OIL INC	4,536	0.164	0.50	102	10	22	22	88
0001-046-025	101 N 5TH ST	MORRIS, SUSAN MAE LIVING TRUST	9,750	0.353	0.75	153	22	48	48	129
0001-064-045	301 E THAYER AVE	DUEMELANDS OFFICE LLLP	10,520	0.381	0.75	153	24	52	52	134
0001-045-001	200 S 5TH ST	DAKOTA EYE INSTITUTE	26,250	0.952	1.00	204	60	130	130	212
0001-048-025	420 E MAIN AVE	PATTERSON PLACE LIMITED PARTN	15,800	0.573	1.00	204	36	78	78	164
0001-108-015	214 E THAYER AVE	FIRST PRES CH OF BISMARCK	52,500	1.903	1.00	204	119	259	259	300
0025-091-001	1030 N 6TH ST	MC CABE METHODIST CHURCH	80,750	2.928	1.50	306	183	399	399	371
0115-003-700	2422 E BOWEN AVE	CONLIN'S FURNITURE INC	56,317	2.042	1.50	306	128	278	278	310
0600-006-015	505 S 7TH ST	UNIVERSITY OF MARY	60,082	2.178	1.50	306	136	297	297	320
0926-003-200	1640 BURNT BOAT DR	BIS-MAN CHAMBER OF COMMERCE	86,489	3.136	2.00	408	196	427	427	384
2135-005-001	4100 SARATOGA AVE	CENTURY AMOCO LLC	83,422	3.024	2.00	408	189	412	412	378
0600-004-005	410 S 5TH ST	BISMARCK, CITY OF CIVIC CENTER	131,961	4.784	2.50	511	300	652	651	475
0600-006-060	805 S 7TH ST	REAL HARDWARE LLC	117,098	4.245	2.50	511	266	579	578	447
2195-001-150	201 TRANSPORT LN	MME INC	137,743	4.994	2.50	511	313	681	680	485
0906-001-100	3420 MIRIAM AVE	JEROME PROPERTIES LLP	174,253	6.317	3.50	715	396	861	860	546
1989-001-001	1608 N WASHINGTON ST	MISSOURI VALLEY YMCA INC	254,534	9.228	3.00	613	578	818	817	660
0601-001-001	600 S 7TH ST	TARGET CORPORATION	472,245	17.121	9.00	1,838	1,072	2,333	2,331	898
2302-005-001	4401 IVORY LN	BISMARCK PUBLIC SCHOOL DISTRI	535,946	19.430	3.00	613	1,217	818	817	957
0756-001-001	1401 W CENTURY AVE	LOWE'S HOME CENTERS, INC	609,110	22.083	10.00	2,042	1,383	2,726	2,723	1,020
1180-001-401	3225 N 14TH ST	EVANGEL ASSEMBLY OF GOD	943,225	34.196	3.00	613	2,142	818	817	1,270
0625-001-040	2700 STATE ST	GATEWAY FASHION MALL LLC	1,114,736	40.414	10.00	2,042	2,531	2,726	2,723	1,380
2001-001-100	500 ASH COULEE DR	BISMARCK PUBLIC SCHOOL DIST #	1,958,244	70.995	3.00	613	4,447	818	817	1,829
0600-004-061	600 S 5TH ST	KIRKWOOD MALL ACQUISITION LLC	2,103,654	76.266	10.00	2,042	4,777	2,726	2,723	1,896
1224-001-002	2000 SHILOH DR	BISMARCK PARK DISTRICT	4,293,245	155.648	3.00	613	9,749	818	817	2,709
1570-002-100	2111 NE 52ND ST	BISMARCK, CITY OF LANDFILL	20,124,544	729.600	3.00	613	45,697	818	817	5,865

Exempt Property Annual Revenue

No	9,371,860	4,711,626	9,232,715	9,228,679	8,103,491
Yes	2,628,140	7,288,374	2,767,285	2,771,321	3,896,509
Sum	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000

Annual \$/SF Cost      \$    0.027    \$    0.059    \$    0.059    \$    15.688

Examples

6/9/2022

Residential/Condo/BPRD No Buildings

PARCEL_ID	PROPERTY_ADDRESS	PROPERTY_TYPE_DESC	Adjusted Parcel SF	% of Median	Capped Factor	6 Tiers Monthly Revenue	4 Tiers Monthly Revenue	Uncapped SF Calculated Monthly Revenue	4K SF min/36K SF max Calculated Monthly Revenue	SQRT SF Monthly Revenue
0923-009-031	1526 CIMARRON DR	Townhouse	874	0.10	0.25	7.00	13.99	2.11	6.50	8.52
0330-001-019	1120 N 12TH ST 8	Condominium	823	0.09	0.25	7.00	13.99	1.99	6.50	8.27
0785-005-010	3129 WINNIPEG DR	Townhouse	1,536	0.17	0.50	13.99	13.99	3.72	6.50	11.30
0604-015-026	107 BOISE AVE	Condominium	2,560	0.28	0.75	20.99	20.99	6.19	7.39	14.59
2020-001-007	3415 HAMILTON ST 6	Condominium	3,435	0.38	0.75	20.99	20.99	8.31	9.92	16.90
1585-002-074	829 CANADA AVE 12	Condominium	2,488	0.28	0.75	20.99	20.99	6.02	7.19	14.38
1245-011-017	908 LAMBTON AVE 2	Condominium	3,803	0.42	0.75	20.99	20.99	9.20	10.98	17.78
0497-022-013	310 W RENO AVE	Condominium	4,381	0.49	0.75	20.99	20.99	10.60	12.65	19.08
1035-007-050	3800 RENEE DR	Single-Family / Owner Occupied	9,000	1.00	1.00	27.99	27.99	21.77	25.99	27.35
0981-001-050	3225 EASTSIDE PL	Single-Family / Owner Occupied	13,488	1.50	1.00	27.99	27.99	32.62	38.95	33.48
1319-010-001	3609 VALLEY DR	Single-Family / Owner Occupied	17,920	1.99	1.00	27.99	27.99	43.34	51.74	38.59
1510-010-001	5100 BOULDER RIDGE RD	Single-Family / Owner Occupied	17,923	1.99	1.00	27.99	27.99	43.35	51.75	38.59
1436-001-015	5300 CORNICE DR	Single-Family / Owner Occupied	25,557	2.84	1.50	41.98	46.00	61.82	73.80	46.08
0588-008-005	1610 N 26TH ST	Single-Family / Owner Occupied	34,122	3.79	2.00	55.97	46.00	82.53	98.53	53.25
1600-004-001	3559 AUGUSTA PL	Single-Family / Owner Occupied	37,750	4.19	2.00	55.97	46.00	91.31	103.95	56.01
1410-001-100	416 FRAINE BARRACKS RD	Single-Family / Owner Occupied	44,799	4.98	2.00	55.97	46.00	108.36	103.95	61.01
0985-002-100	620 N 35TH ST	Public Use	47,532	5.28	2.00	55.97	46.00	114.97	103.95	62.85
0930-003-090	1857 SANTA GERTRUDIS DR	Single-Family / Owner Occupied	58,700	6.52	2.00	55.97	46.00	141.98	103.95	69.84
0045-016-001	320 E CUSTER PARK ST	Public Use	69,963	7.77	2.00	55.97	46.00	169.23	103.95	76.25
1169-001-001	2800 S 12TH ST	Public Use	7,042,074	782.453	2.00	55.97	46.00	17,033.37	103.95	764.98

Bis Parks No Buildings Annual Revenue

64,564	1,122,496	112,881	163,600
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Annual \$/SF Cost \$ 0.029 \$ 0.035 \$ 3.4592