



June 22, 2022

Board of City Commissioners
Bismarck, ND

Dear Commissioners:

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, June 28, 2022, 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 always available on Government Access Channels 2 & 602HD, Radio Access 102.5 FM Radio, or streaming on multiple platforms, including [FreeTV.org](https://www.free-tv.com) 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:

- July 12, 2022 & July 26, 2022
- August 9, 2022 & August 23, 2022
- September 13, 2022 & September 27, 2022

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. Presentation of the 2021 Humanitarian Award Individual Recipient to Geraldine Ambe

Documents:

[ADMIN - Humanitarian Award Presentation.pdf](#)

2. Consider approval of minutes

Documents:

[June 14, 2022 - Minutes.pdf](#)

3. Canvass returns of the City of Bismarck candidates for the June 14, 2022 Primary Election

Documents:

[Certified Election Count.pdf](#)

Adjourn

Oath of Office for Newly Elected Commissioners, Administered by the City Attorney.

MEETING OF THE BOARD OF CITY COMMISSION

1. Assignment of Commission Portfolios
2. Appoint Vice-Chair of City Commission
3. Appointment of Officers
4. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items)
5. CONSENT AGENDA
 - A. Consider approval of personnel actions

Documents:

[HR - Personnel Actions.pdf](#)

- B. Consider approval of expenditures
- C. Consider the request for approval from the Administration Department for the following:
 1. Renewal of gaming site(s) authorization for the following:
 - Cystic Fibrosis Association of North Dakota
 - Riverwood Golf Course – 725 Riverwood Drive
 2. Renewal of liquor licenses for the following businesses:
 - Applebee's Neighborhood Grill & Bar – 3200 North

14th Street

- Applebee's Neighborhood Grill & Bar – 434 South 3rd Street
- Bismarck Distillery – 1100 Canada Avenue
- Bismarck Staybridge Suites Hotel – 2801 Gateway Avenue
- Buffalo Wild Wings – 3420 North 14th Street
- Buffalo Wild Wings – 218 South 3rd Street
- Golf Etc. Bismarck – 511 Airport Road
- Harvest Catering and Events – 308 West Main Street, Mandan, ND
- India Clay Oven Bar & Grill – 510 East Main Avenue
- LaQuinta Inn and Suites – 2240 North 12th Street
- Loaf N Jug – 2835 North Washington Street
- Panchero's Mexican Grill – 1225 West Century Avenue
- Paradiso of Bismarck, Inc. – 2620 State Street
- Plaza Beer Depot - 204 East Boulevard Avenue
- Pub 21 – 1014 South 12th Street
- Ramada Bismarck Hotel – 1400 East Interchange Avenue
- Ruby Tuesday – 3520 State Street
- ~~Runway Express Mart – 1740 Airport Road~~
- Sidelines Sports Bar – 3003 South 5th Street
- Taco Del Mar – 1024 South 12th Street
- The Pier Bar & Grill – 1120 Riverwood Drive
- The Toasted Frog – 124 North 4th Street
- Touchmark on West Century – 1000 West Century Avenue

3. Introduction of and call for a public hearing on a request to transfer the Class E Beer-Only On/Off-Sale License to Tri-Energy Cenex (dba) Runway Express Mart at 1740 Airport Road.

4. Reappointment of Jack McDonald and Constance Hofland to the Dakota Media Access Board of Directors

Documents:

[C\) ADMIN - Gaming Site Authorization Renewal.pdf](#)

- C) ADMIN - Liquor License Renewals.pdf
- C) ADMIN - New Liquor License Runway Express Mart.pdf
- C) ADMIN - Dakota Media Access Appointments.pdf

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

1. Approve the lease agreement between the City of Bismarck and ARINC.
2. Consider a Development Agreement with Simson Investment Company.
3. Accept the bids, award bid to Strata Corporation, and authorize staff to enter into the agreement for the removal and disposal of a deteriorated bridge on Airport property.
4. Consider Change Order 1 to the October 22, 2021, Edling Electric Agreement for Lancair Loop Improvements.
5. Consider Amendment 2 to the October 29, 2009, Jeff Dick / Mary Selzler Ground Lease.

Documents:

- C) AIR - ARINC Lease Approval.pdf
- C) AIR - BAC Development Agreement.pdf
- C) AIR - Bridge and Debris Removal.pdf
- C) AIR - Consider Change Order 1 to Edling Electric Agreement.pdf
- C) AIR - Lease Amendment 2.pdf

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

- 1. Permission to accept funding from the ND Department of Health and Human Services.**

Documents:

- C) BBPH - ND Dept of Health and Human Services Workforce Grant.pdf

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

1. Bismarck-Mandan Metropolitan Planning Organization, on behalf of Bis-Man Transit, requests approval to decommission and sell one 2009 Chevrolet Tahoe and one Toro Tractor Mower and decommission their obsolete Eventide Logger Software.

2. Request for approval of the updated Citizen Participation Plan for the City's Community Development Block Grant (CDBG) program.

Documents:

- C) [CD - Decommission of Transit Equipment.pdf](#)
- C) [CD - Citizen Participation Plan.pdf](#)

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

1. Contract Change Order No. 5 for Highway Construction Project 131, the reconstruction of 43rd Avenue between State Street and 26th Street.
2. Resolution Approving Plans and Specifications and Resolution Directing the Advertisement of Bids and Receive Bids for Street Improvement District SI 568

Documents:

- C) [ENG - HC 131.pdf](#)
- C) [ENG - SI 568.pdf](#)

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

1. Application for Abatement for the following where the Assessing Division recommends approval:
 - 4106 Roosevelt Drive (1364-008-030) - Jesse & Renee Hagen - Disabled Veteran Credit 2021
2. Authorize signatures of the Mayor, City Administrator, Finance Director, Comptroller, and Accounting Supervisor for City financial transactions.

Documents:

- C) [FIN - Abatements 6.28.2022.pdf](#)
- C) [FIN - Authorized Signers for City Financial Transactions.pdf](#)

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

1. Permission to have 20 boxes of Human Resources records shredded and destroyed.
2. Reclassify the position of Records Supervisor Grade 14 to

Records Administrator Grade 16.

Documents:

- [C\) HR - Destruction of Human Resources Files.pdf](#)
- [C\) HR - Reclassification of Records Supervisor.pdf](#)

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

1. Permission to sell two decommissioned police vehicles through Mid States Auto Auction.

Documents:

- [C\) PD - Sell Decommissioned Police Vehicles.pdf](#)

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

1. Approval of Task Order 22-01 from Houston Engineering for the Solid Waste operations to provide 2022 Bismarck Municipal Waste Facility (BMWf) Groundwater Sampling, Analysis, and Reporting.
2. Permission to purchase equipment for Solid Waste operations.

Documents:

- [C\) PW-SO - Houston Engineering Agreement.pdf](#)
- [C\) PW-SO - Purchase of Equipment for Solid Waste Operations.pdf](#)

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

1. Task Order 4 with Apex Engineering Group, Inc. for the Hay Creek Interceptor Improvements Project.
2. Agreement for Cost-Share Reimbursement with the State Water Commission for the WTP Improvements Project.
3. Agreement for Cost-Share Reimbursement with the State Water Commission for the WU137 Watermain Replacement Project.

Documents:

- C) PW-UO - Apex Engineering Group Task Order for Hay Creek Interceptor.pdf
- C) PW-UO - Cost-Share Reimbursement Agreement WTP Improvements Project.pdf
- C) PW-UO - Cost-Share Reimbursement Agreement WU137 Watermain Replacement.pdf

6. REGULAR AGENDA

7. Consider the request to receive an Update from Sister Kathleen Atkinson, Director for Ministry on the Margins in Bismarck, on Ministry on newly implemented community services offered at Ministry on the Margins.

Documents:

R) BBPH - Ministry on the Margins Service Update.pdf

8. Consider the request to receive an update from the Special Assessment Task Force.

Documents:

R) ADMIN - Special Assessment Task Force Committee Update and Recommendation.pdf

9. Public hearing on a new Class I-3 Restaurant Beer Only License for Mars Restaurant Group, LLC (dba) Panchero's Mexican Grill at 711 South 3rd Street.

Documents:

R) ADMIN - New Liquor License Pancheros Mexican Grill - 711 S 3rd St.pdf

10. Public hearing on Ordinance 6506, a zoning change from the A-Agriculture zoning district to the R5-Residential zoning district on Tract 24A and part of Tract 24B, Section 24, T139N-R81W/West Hay Creek Township.

Documents:

R) CD - Ord 6506.pdf

Other Business

Adjourn

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