

**BISMARCK HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
October 19, 2022**

The Bismarck Historic Preservation Commission met on Wednesday, October 19, 2022 at 3:00 p.m. in the Tom Baker Meeting Room in the City-County Office Building, 221 North 5th Street. The meeting was held in person and via Zoom. Chair Sakariassen presided.

Commissioners present were Blake Dinkins, Calvin Grinnell, Tory Jackson, Beth Nodland and Amy Sakariassen.

Commissioners Walt Bailey and Mark Splonskowski were not present.

Staff members present were Sandra Bogaczyk – Office Assistant II, Ben Ehreth – Community Development Director, Kim Lee – Planning Manager and Stephanie Pretzer – Assistant City Attorney.

There were no guests present.

MINUTES

Chair Sakariassen called for consideration of the minutes of the September 21, 2022 meeting of the Historic Preservation Commission.

MOTION: A motion was made by Commissioner Nodland to approve the minutes of the September 21, 2022 meeting of the Historic Preservation Commission, as presented. The motion was seconded by Commissioner Grinnell and with Commissioners Dinkins, Grinnell, Jackson, Nodland and Chair Sakariassen voting in favor of the motion, the motion was approved.

PUBLIC COMMENT

Chair Sakariassen noted that there were no members of the public in attendance and did not ask for public comment.

DISCUSS POTENTIAL 2023 HPF GRANT APPLICATION

Ms. Lee asked Commissioners for potential project ideas for the 2023 Historic Preservation Fund (HPF) grant application.

Ms. Nodland reminded Commissioners of past projects introduced but not finalized including designing and hanging street banners with historical photographs. She also suggested that funds be made available for conferences and training, especially if new members or staff join the Commission. Mr. Jackson and Chair Sakariassen also expressed their interest in the downtown photo banners. Mr. Jackson stated that he liked the idea of showing buildings from a former age.

Mr. Dinkins reminded Commissioners of the reallocation of funds for the traveling exhibit and looking again at the original goals. He also stated that there is an existing map of proposed areas to hang the street banners and stated that some of those locations are in downtown.

Ms. Lee stated that the sesquicentennial banners are coming down in the spring of 2023 and the sign clips can be reused.

Mr. Jackson asked about the deadline for this application. Ms. Lee stated that she believed it was February and suggested Commissioners collect ideas for the grant this meeting to create a list from which to make the decision on what to fund at the December meeting.

There was discussion about a marketing plan for future projects and getting the timeline to the public.

Mr. Dinkins suggested funding walking tours of new historic districts. Ms. Nodland suggested it might be a driving tour.

Ms. Nodland suggested using funds for printing new runs of historic maps that will be needed at some point.

Mr. Jackson suggested that Commissioners look at the Preservation Plan already drafted but put on hold for the timeline project.

Chair Sakariassen suggested staff and Commissioners look at the aforementioned projects and the Plan for the next meeting.

Chair Sakariassen suggested an inventory of districts or homes built at a similar time to look at patterns and to possibly seek funding for the project. Ms. Lee stated that there is a GIS map showing buildings constructed at similar times for Commissioners to consider. Mr. Jackson suggested considering the Machining District for an historical survey to record the character of the neighborhood. Chair Sakariassen agreed and stated that due to possible infill projects, discerning the character and any artifacts in a neighborhood is important.

Ms. Lee stated that she has guidance from Commissioners to create a list for further discussion at the next meeting.

UPDATE ON HISTORIC TIMELINE

Mr. Jackson stated that the timeline is nearing completion and stated that 2500 copies will be printed and available in several public places. Chair Sakariassen stated that Commissioners need to project expenses for future printing.

Mr. Dinkins stated his support for having it available at the City-County Office Building for purposeful use for those who seek it, not as a free travel pamphlet one might pick up at a travel venue and then let it go unused.

Ms. Nodland suggested that a release party and presentations occur highlighting Bismarck's history. Chair Sakariassen agreed and suggested sending invitations to certain public groups with strong interests in the project. Mr. Jackson concurred that having a public event would be appropriate. Ms. Nodland suggested adding music and selecting an historic venue for the event.

Chair Sakariassen stated that the event would be a great place to advertise future ideas for the Historic Preservation Commission.

Ms. Nodland suggested establishing an editing protocol regarding any future submittals of historical events to add to the digital timeline and stated that it should be in place to mention at the release party. Chair Sakariassen volunteered to ask a suggested group about their protocol.

NORTH DAKOTA CLG CONFERENCE RECAP

At this time Chair Sakariassen entertained comments about Commissioners' experiences at the recent Certified Local Government (CLG) conference including speakers, presentations and differences between the ways Bismarck and other CLGs do work.

Ms. Nodland stated that she would like feedback from other CLGs about how they thought the meetings went and suggested staff design a survey. Ms. Lee stated that she could create a survey.

Chair Sakariassen thanked Janyce Froeschle for being an outstanding host during the tour of Highland Acres.

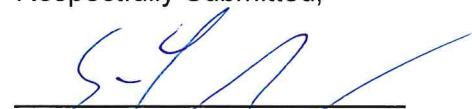
OTHER BUSINESS

There was no other business to discuss.

ADJOURNMENT

There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 3:46 p.m. to meet again on November 16, 2022 at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,



Sandra Bogaczyk
Recording Secretary

APPROVED:



Amy Sakariassen, Chair