

**BISMARCK HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
December 20, 2023**

The Bismarck Historic Preservation Commission met on Wednesday, December 20, 2023, 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 Michael Connelly, Damita Engel, Calvin Grinnell, Tory Jackson, and Amy Sakariassen.

Commissioners not present were Blake Dinkins and Beth Nodland.

Staff members present were Ben Ehreth – Community Development Director (via Zoom), Isak Johnson – Planner, Rachel Lukaszewski – Metropolitan Planning Organization Executive Director, Daniel Nairn – Planning Manager, Lauren Oster – Planner and Stephanie Pretzer – Assistant City Attorney.

MINUTES

Chair Sakariassen called for consideration of the minutes of the November 15, 2023 meeting of the Historic Preservation Commission.

MOTION: A motion was made by Commissioner Jackson to approve the minutes of the November 15, 2023, meeting of the Historic Preservation Commission. The motion was seconded by Commissioner Engel and with Commissioners Connelly, Engel, Grinnell, Jackson and Chair Sakariassen voting in favor of the motion, the motion was approved.

PUBLIC COMMENT

Chair Sakariassen asked if there were any public comments.

There being no public comments, Chair Sakariassen resumed the meeting.

METROPOLITAN PLANNING ORGANIZATION INTRODUCTION TO HISTORIC PRESERVATION COMMISSION

Chair Sakariassen welcomed Ms. Lukaszewski who introduced herself and presented to the Commission what the MPO is and does and how her program might work with the Historic Preservation Commission in future.

After the presentation Chair Sakariassen highlighted the similar relationship the Historic Preservation Commission and the MPO have to federal funding sources and emphasized the MPO's relationship within the Community Development Department.

Ms. Lukaszewski mentioned the increasingly available grant opportunities the MPO and the Historic Preservation Commission have access to as public elements of their community.

Commissioners Connelly and Engel suggested opportunities to become stakeholders in each other's programs and to be added to the MPO's email updates. Ms. Lukaszewski welcomed the opportunity to build a closer relationship with Historic Preservation Commission members.

2022 HISTORIC PRESERVATION FUND GRANT

Ms. Oster listed the items remaining to be expended and directed members to the budget listed in the meeting packet.

There was discussion about the use of funds before the April, 2024 deadline.

MOTION: A motion was made by Commissioner Jackson to approve the use of 2022 Historic Preservation Fund Grant monies to purchase banners for the Highland Acres neighborhood and use any remaining balance to purchase postcards developed with QR codes for the Bismarck Historic timeline. The motion was seconded by Commissioner Engel and with Commissioners Connelly, Engel, Grinnell, Jackson and Chair Sakariassen voting in favor of the motion, the motion was approved.

Chair Sakariassen asked staff to notify members of the balance after the banners are purchased.

2023 HISTORIC PRESERVATION FUND GRANT

Ms. Oster summarized the budget and items proposed to be funded and asked members to discuss utilizing funds.

Chair Sakariassen announced the change in membership of this subcommittee due to Commissioner Dinkins membership expiration. Ms. Oster announced to members that Mr. Dinkins requested to remain on the subcommittee, but as a private citizen. There was consensus and joy at accepting his volunteer status.

There was discussion about which projects to fund and there was consensus to wait to see what funds remain after the Highland Acres Banners are purchased.

There was discussion about meeting with downtown stakeholders about any projects surrounding the possible return of Amtrak to Bismarck.

There was discussion about the status of the Highland Acres brochure. Chair Sakariassen stated that the printer has the project.

Chair Sakariassen agreed to add choosing a member to attend the National Alliance of Preservation Commissions (NAPC) conference to the next month's meeting agenda.

IDENTIFICATION OF 2024 HISTORIC PRESERVATION GRANT PROJECTS

Ms. Oster summarized the qualifications and deadline for submitting grant applications for 2024 historic preservation projects. Staff expects to have a draft proposal for the January meeting.

Chair Sakariassen stated that the Historic Preservation Commission should be helping the City with its Comprehensive Plan and noted some ideas worthy of the Commission's time and efforts. She stated that she liked all the proposed ideas listed in the meeting packet.

Mr. Jackson stated that he liked all the ideas but emphasized his preference for creating resources for the schools. He supported submitting the draft list as is.

Chair Sakariassen asked members to suggest priorities in case the grant amount is less than previous years.

Mr. Jackson stated that he would like to prioritize curriculum development, then the 6th Street Cultural Trail, the 2024 CLG Conference and then the NACP or other conference in that order. There was consensus to the priority list suggested.

OTHER BUSINESS

Ms. Oster stated that City Commissioner Connelly mentioned that the Burleigh County move to the Provident Building was discussed at the Burleigh County Commission and she wanted to bring it to members' attention since the building is over 50 years old. She asked if members wanted to discuss.

Chair Sakariassen stated that the Historic Preservation Commission does have an interest in how the building might be altered in any way.

Mr. Connelly stated that discussion at the Burleigh County meeting involved the likelihood that the sign might come down and the beacon was mentioned along with window repair or replacement.

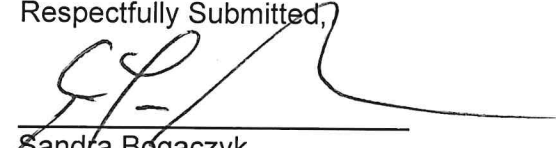
Ms. Engels suggested the Historic Preservation Commission draft language regarding which changes might affect the building's eligibility for historic status. Staff agreed by consensus to have staff draft a letter.

Chair Sakariassen and members applauded Blake Dinkins for his past efforts as a vital force as a Historic Preservation Commission member and thanked him for his informed guidance.

ADJOURNMENT

There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 4:26 p.m. to meet again on January 17, 2024, at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,



Sandra Bogaczyk
Recording Secretary



Amy Sakariassen
Chair