



MEETING OF THE BOARD OF CITY COMMISSIONERS

5/21/2025 - Minutes

CALL TO ORDER

The Board of City Commissioners met on May 21, 2025, at 5:15 PM in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

Commissioners

Connelly, Cleary, Risch, and Zenker and Mayor Schmitz were present.

AGENDA

1. Receive a presentation, review, and discuss the Bismarck Event Center Amenities Proposal and direct staff on appropriate next steps.

Jason Tomanek, City Administrator, introduced the team that submitted the proposal for the Bismarck Event Center Amenities project. Ryan Christenson and Kevin Magstadt, with Adolfson & Peterson Construction (AP), and Jeff Ubl, of Ubl Design Group, provided a presentation of their proposal for the project. The preliminary design included four options.

- Option 1: Hotel and Convention Space
- Option 2: Hotel
- Option 3: Hotel and Retail
- Option 4: Hotel and Condos

The project team explained that they are seeking a memorandum of understanding from the City of Bismarck (CITY) at no cost to the City that addresses the following:

1. CITY agrees to allow AP to solicit and vet potential development partners without requiring these partners to participate in an RFP/RFQ process.
2. CITY agrees to meet regularly with AP to identify incentive programs that can be utilized to make the development viable and attractive to prospective partners.
3. AP agrees to keep the discussions and decisions of the incentive meetings confidential until permission is given from the CITY to share information with prospective partners.
4. AP agrees to finalize the development agreement with CITY approval and within 18 months of this agreement.
 - It is anticipated that the design and preconstruction phase could take up to 12 months and the construction phase could take up to 18 months depending on final conditions and design.
5. CITY agrees to require the development partner to negotiate first with AP.

Commissioner Cleary moved to have staff research the legality of having the memorandum of understanding as long as it works legally and makes sense for the City, and move forward at

no cost to the City and Commissioner Zenker seconded. Upon a roll call vote, Commissioners Clear, Risch, Zenker, and Mayor Schmitz voted aye. Commissioner Connelly voted nay. M/C.

- [Bismarck Event Center Amenity Proposal](#)
- [Bismarck Event Center Amenity Presentation](#)

ADJOURN

There being no further business to discuss, the meeting adjourned at 5:59 PM.