



MEETING OF THE BOARD OF CITY COMMISSIONERS

7/22/2025 - Minutes

CALL TO ORDER

The Board of City Commissioners met on July 22, 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 were present. Mayor Schmitz attended the meeting via Teams.

FUTURE COMMISSION MEETINGS

August 12, 2025 & August 26, 2025
September 9, 2025 & September 23, 2025
October 14, 2025 & October 28, 2025

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. RECOGNITION OF POLICE CHIEF DAVE DRAOVITCH

2. 2024 HUMANITARIAN AWARD PRESENTATIONS

The Bismarck Human Relations Committee presented the following Humanitarian Awards to recognize individuals and organizations that educate, advocate, and work to eliminate discriminatory barriers while promoting dignity and equal opportunity for all.

- Youth Individual Award Winner Lauren Zent
- Adult Individual Award Winner Mika Stokkeland
- Nonprofit Organization Winner YouthWorks

3. PUBLIC COMMENT

Restricted to items on the Consent Agenda, Regular Agenda, or the Prior City Commission Agenda excluding public hearing items

A. Michael Walsh addressed the Commission regarding Regular Agenda item 5.I.

4. CONSENT AGENDA

Commissioner Zenker moved to approve the consent agenda as presented, and Commissioner Risch seconded. Upon a roll call vote, all voted aye. M/C.

- A. Consider approval of minutes
- B. Consider approval of personnel actions
- C. Consider approval of expenditures

Vouchers: 1126199 - 1126526.

- D. Consider the request for approval from the Administration Department for the following:
 - 1. Letter of Support for ND Opportunity Fund Applicant Fern Studios, LLC.
 - 2. Letter of Support for ND Opportunity Fund Applicant Shoults Strategies QOZB, LLC.
 - 3. Liquor license renewal applications.
 - 4. Revisions to the City's Social Media Terms of Use, now referred to as the "Social Media Comments User Acknowledgment" and the updated Social Media Policy for employees.
 - 5. **Service Orders 1, 2 & 3 for the Bismarck Event Center Capital Improvement Plan.**
- E. Consider the request for approval from the Bismarck Airport for the following:
 - 1. Award Aircraft Rescue Fire Fighting (ARFF) Building Expansion Project Bids.
 - 2. North Dakota National Guard (NDNG) Lease Amendment for the Army Aviation Support Facility on the south end of the Bismarck Airport.
- F. Consider the request for approval from the Community Development Department for the following:
 - 1. Title VI Monitoring Review for calendar year 2024.
- G. Consider the request for approval from the Engineering Department for the following:
 - 1. Receive bids and award contract for Street Light and Traffic Signal Project SV 84.
 - 2. Resolutions approving the preliminary reports, directing the preparation of the plans and specifications, approving the plans and specifications, directing the advertisement of bids and receiving bids for Sewer Improvement Districts SE

585 & SE 586, Water Improvement District WA 334 and Street Improvement District SI 591.

3. Hear the insufficiency of protests on the Resolution of Necessity and for resolutions approving plans and specifications, directing the advertisement of bids and receiving bids for Street Improvement District SI 589.
- H. Consider the request for approval from the Finance Department for the following:
 1. Application for Abatement
- I. Consider the request for approval from the Human Resources Department for the following:
 1. Reclassify the Waste Water Treatment Plant Operator II to Waste Water Treatment Plant Lead Operator position from grade 13 to grade 16.
 2. Reclassify the Senior Accountant position from grade 17 to grade 19.
- J. Consider the request for approval from the Legal Department for the following:
 1. Permission to submit a ballot on behalf of the City of Bismarck to accept the proposed Purdue Pharma/Sackler Bankruptcy Plan.
- K. Consider the request for approval from the Police Department for the following:
 1. Auction obsolete equipment through GovDeals.
- L. Consider the request for approval from the Public Works - Service Operations Department for the following:
 1. Permission to enter into an agreement with EAPC for Fire Station 6 Project.
 2. Award contractor bids for the Library Restroom Renovation Project.
 3. **Permission to add WisDOT, Wisconsin Department of Transportation State Contract, to the previously approved list of procurement contracts for procurement purposes.**

5. REGULAR AGENDA

- A. Receive Update on the Terminal Area Study.

Jeff Ubl, with Ubl Design Group, provided a presentation on the findings of the Terminal Area Study.

- [Terminal Area Study Presentation](#)

The Commission received the report.

- B. Public hearing on Ordinance 6629, to amend Chapter 10-11 Franchises of the City of Bismarck Code of Ordinances.

Chair Cleary opened the public hearing. No public comment was received.

Commissioner Zenker moved to approve the item as presented and Commissioner Connelly seconded. Upon a roll call vote, all voted aye. M/C.

- C. Public hearing on Ordinance 6631 to create a special assessment district for annexed properties.

Chair Cleary opened the public hearing. No public comment was received.

Commissioner Zenker moved to approve the item as presented and Commissioner Risch seconded. Upon a roll call vote, all voted aye. M/C.

- D. Public hearing on Ordinance 6634, a zoning ordinance text amendment to revise Section of 14-04-16 of the City Code of Ordinances height and setback regulations of structures in P – Public zoning districts.

Isak Johnson, Community Development Planner, presented information on Ordinance 6634, a zoning ordinance text amendment to revise Section 14-04-16 of the City Code of Ordinances regarding height and setback regulations of structures in P – Public zoning districts.

Chair Cleary opened the public hearing. No public comment was received.

Commissioner Risch moved to approve the item as presented and Commissioner Zenker seconded. Upon a roll call vote, all voted aye. M/C.

- E. Public hearing on a request for a Taxi Cab License for Affordable Taxi.

Chair Cleary opened the public hearing. No public comment was received.

Commissioner Zenker moved to approve the item as presented and Commissioner Connelly seconded. Upon a roll call vote, all voted aye. M/C.

- F. Public Hearing on International Building Code text amendment to allow for specific group U and group S occupancy buildings to be constructed without a frost-protected foundation system.

Brady Blaskowski, City Building Official, presented information on the International Building Code text amendment to allow for specific group U and group S occupancy buildings to be constructed without a frost-protected foundation system.

Chair Cleary opened the public hearing. No public comment was received.

Commissioner Connelly moved to approve the item as presented and Commissioner Risch seconded. Upon a roll call vote, all voted aye. M/C.

- G. Consider the request to discuss the results of the Bulk Item Collection Pilot Program and decide whether or not to continue with the program; and discuss options for fall leaf disposal.

Steve Salwei, Public Works Service Operations Director, presented the results of the Bulk Item Collection Pilot Program.

Mayor Schmitz moved to continue the Bulk Item Collection Program, and Commissioner Zenker seconded. Upon a roll call vote, all voted aye. M/C.

- H. Consider the request to receive and approve the City's 2026 preliminary budget, budget requests, and Budget Committee recommendations.

Dmitriy Chernyak, Finance Director, presented the 2026 Preliminary Budget.

- [Budget Presentation](#)

Mayor Schmitz moved to approve the 2026 Preliminary Budget as presented, and Commissioner Zenker seconded. Upon a roll call vote, all voted aye. M/C.

- I. Consider the recommendation from the City Administrator to hire the new Police Chief.

Jason Tomanek, City Administrator, presented a recommendation to hire Jason Stugelmeyer as Police Chief.

Commissioner Zenker moved to hire Jason Stugelmeyer as Police Chief, and Commissioner Connelly seconded. Upon a roll call vote, all voted aye. M/C.

- J. Consider the request to discuss Extraterritorial Area (ETA) topics for the upcoming August 5, 2025, meeting with Burleigh County.

Jason Tomanek, City Administrator, addressed the Commission with a request for topics the Commission would like to have on the upcoming August 5, 2025, agenda for the combined meeting with the Burleigh County Commission.

Commissioner Connelly provided his thoughts to the Commission prior to the meeting.

- [Commissioner Connelly's notes](#)

Mayor Schmitz noted that he would like to have the meeting on the fifth to provide education on the extraterritorial area (ETA), jurisdiction, and similarities and differences between the City's and County's building and zoning codes. Mayor Schmitz also stated that a second meeting might be necessary to address concerns that were brought up at the initial meeting.

City Administration will work with City and County staff to prepare an agenda and materials for the upcoming agenda.

- K. **Consider the request to receive an update on discussions with Commissioners Connelly and Zenker and representatives of the proposed citizen-initiated home rule charter amendment.**

Gabe Schell, City Engineer, addressed the Commission with an update on the meetings between City staff and the citizen-led 1/2 Cent Sales Tax Committee. Commissioner Connelly thanked staff for the meetings and noted that the committee is comfortable with its current language and is moving forward with submitting the petition so that they can begin getting signatures.

Commissioner Zenker noted that he would like to form a committee with Mayor Schmitz, Bismarck Mandan Chamber EDC's President Brenda Nagel, and past Special Assessment Task Force member Kevin Strege with the purpose of proposing a City-led concept for a Home Rule Charter amendment.

Engineer Schell asked the Commission if they would like staff to continue to work with the citizen-led committee or focus solely on the City-led concept. The general consensus of the Commission is to let the citizen-led committee come to City staff with questions, but there is no need to continue with future meetings.

6. OTHER BUSINESS

ADJOURN

There being no further business to discuss, the meeting adjourned at 8:28 PM.