



# Board of City Commissioners

## AGENDA August 12, 2025

---

|                        |                             |         |
|------------------------|-----------------------------|---------|
| Tom Baker Meeting Room | City/County Office Building | 5:15 PM |
|                        | 221 N. 5th St.              |         |
|                        | Bismarck, ND 58501          |         |

---

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](mailto:bismarckadmin@bismarcknd.gov) by 3:30 PM on the day of the meeting. Please include the item number that your comment references. The comments will be sent to the members and placed with the minutes.

Live meeting coverage is available on Government Access Channels 2 & 602HD, Radio Access 102.5 FM Radio, or streaming on multiple platforms, including [DakotaMediaAccess.org](http://DakotaMediaAccess.org) and [Facebook LIVE](https://www.facebook.com/BismarckCityCommission).

The Invocation and the Pledge of Allegiance will be presented by a Chaplain from the Bismarck Police Department.

### MEETING OF THE BOARD OF HEALTH

#### CALL TO ORDER

#### BOARD OF HEALTH AGENDA

- A. Public Health Director Update
  - 1. Bismarck-Burleigh Public Health Strategic Plan

#### ADJOURN

### MEETING OF THE BOARD OF CITY COMMISSION

#### CALL TO ORDER

#### FUTURE COMMISSION MEETINGS

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.

1. **PROCLAMATION**

- A. 90th Anniversary of Social Security

2. **PUBLIC COMMENT**

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

3. **CONSENT AGENDA**

- A. Consider approval of minutes
- B. Consider approval of personnel actions
- C. Consider approval of expenditures
- D. Consider the request for approval from the Administration Department for the following:
1. Introduction of and call for a public hearing on Ordinance 6623 to amend Title 5, regarding liquor licenses.
  2. Liquor license renewal application for ND Hospitality, LLC (dba) Comfort Lounge at 1030 East Interstate Avenue.
  3. Provide a letter of support to CD Holdings, LLC / Cameron Fleck relating to the proposed riverfront hotel development project in Bismarck to be included in the Destination Development Grant application submitted by Mr. Fleck to the North Dakota Department of Commerce - Tourism Division.
  4. **Gaming site authorization renewal for Bismarck Mandan Lodge NO. 1199 Benevolent and Protective Order of Elks at 900 South Washing Street.**
- E. Consider the request for approval from the Bismarck Airport for the following:
1. Tri-Energy Cooperative Lease Amendment #3.
  2. Sole source purchase of snow blower pump system from Abi-Schmidt MB.
  3. Contract amendment to KLJ's Passenger Boarding Bridge 2 and 3 Replacement Construction Observation Contract.
  4. **Sole source purchase of ditching grading from Northern Improvement Company, Inc.**
- F. Consider the request for approval from the Bismarck-Burleigh Public Health Department for the following:
1. 2025-2028 Bismarck-Burleigh Public Health Strategic Plan.

- G. Consider the request for approval from the Community Development Department for the following:
1. Introduction of and call for a public hearing on Ordinance 6636, the annexation of Lots 1-3, Block 1, and Lot 1, Block 2, Boulder Ridge Commercial Addition, where the Planning and Zoning Commission recommends approval.
  2. Introduction of and call for a public hearing on Ordinance 6637, a zoning map amendment from the A – Agricultural zoning district to the R10 – Residential zoning district and major subdivision final plat titled Elk Ridge Fourth Addition, where the Planning and Zoning Commission recommends approval.
  3. 2024 Consolidated Annual Performance and Evaluation Report (CAPER), a detailed report of the prior year's performance of the Community Development Block Grant (CDBG) program.
  4. Purchase one power floor scrubber for the Bis-Man Transit facility.
- H. Consider the request for approval from the Engineering Department for the following:
1. Request to enter into an encroachment agreement with Intermountain Infrastructure Group for the installation of a fiber optic line.
  2. Encroachment agreement for a private storm sewer within South Bismarck Drainage Channel.
  3. Closure of Ave A between 24th Street and 25th Street on September 5, 2025, from 2:00 PM - 9:00 PM for Grace Lutheran Brethren Church's block party.
  4. Pursue North Dakota Department of Transportation Flexible Transportation Fund grant funding.
  5. Amendment No. 2 to existing professional services agreement with Moore Engineering, Inc. for Ottawa Street Reconstruction - HC 174 Design Engineering.
  6. North Dakota Department of Transportation (NDDOT) Cost Participation and Maintenance Agreement for University Dr microsurfacing project NHU-1-804(054)074, PCN 24405, City Project HC 175.
  7. North Dakota Department of Transportation (NDDOT) Cost Participation and Maintenance Agreement for 9th St microsurfacing project NHU-1-083(148)900 (PCN 24402), City Project HC 179.
  8. North Dakota Department of Transportation (NDDOT) Cost Participation and Maintenance Agreement for 9th St microsurfacing project NHU-1-094(245) 925 (PCN 24403) & NHU-1-810(034)003 (PCN 24404), City Project HC 180.
- I. Consider the request for approval from the Finance Department for the following:

1. Resolution directing special assessments to be levied.
  2. Applications for Abatement.
- J. Consider the request for approval from the Human Resources Department for the following:
1. Updated Title VI document.
  2. Military Leave Policy change.
- K. Consider the request for approval from the Police Department for the following:
1. Enter into a transfer agreement with Officer Benke to transfer K-9 Mesa from the City of Bismarck to Officer Benke.
  2. Memorandum of Understanding (MOU) between 31:8 Project and Bismarck Police Department for a funding request for the 2025 Human Trafficking Education Grant.
- L. Consider the request for approval from the Public Works - Service Operations Department for the following:
1. Task Order 25-02 Bismarck Landfill Utilization Analysis and Reporting with Houston Engineering, Inc.
- M. Consider the request for approval from the Public Works - Utility Operations Department for the following:
1. Amendment No. 8 by HDR Engineering, Inc for the Water Treatment Plant Expansion Project.
  2. Amendment No. 3 by HDR Engineering, Inc for the Wastewater Treatment Plant Flow Equalization (FEQ) Project.

#### 4. **REGULAR AGENDA**

- A. Public hearing on Ordinance 6632 to amend Chapters 9-07 and 9-08 of the City of Bismarck Code of Ordinances relating to the City Employee Pension Plan and to the Police Pension Plan.
- B. Public hearing on Ordinance 6633 to amend Obstructing Law Enforcement Officers In Discharge of Their Duties.
- C. Public hearing on Ordinance 6630 to amend Sections 12-05-01, 12-05-03, 12-05-11, 12-07-04, 12-09-18, 12-10-06, 12-10-07 and 12-13-26 of the City of Bismarck Code of Ordinances relating to careless driving, speeding, speeding in construction zones, rotary traffic islands (roundabouts), restricted licenses, driving under suspension, and parking for the mobility impaired.

- D. Consider the request from the Administration Department for discussion on releasing Class D, Full-Alcohol On/Off Sale licenses for sale through the sealed bid process described in City Ordinance 5-01-06.
- E. Consider the request from the Public Works - Service Operations Department to provide an update regarding Fall Leaf Collection options for Bismarck residents.
- F. Consider the request from the Finance Department to accept the 2024 Audit Results and the 2024 Annual Comprehensive Financial Report.

**5. OTHER BUSINESS**

**6. EXECUTIVE SESSION**

- A. Consider the request from the Bismarck Airport to enter an Executive Session under North Dakota Century Code Section 44-04-19.2 regarding contract negotiation/negotiation strategy under NDCC Section 44-04-19.1(9) for the consideration of land acquisition.

**ADJOURN**