



MEETING OF THE BOARD OF CITY COMMISSIONERS

4/28/2026 - MINUTES

CALL TO ORDER

The Board of City Commissioners met on April 28, 2026, 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, Zenker, and Mayor Schmitz were present.

FUTURE COMMISSION MEETINGS

May 12, 2026 & May 26, 2026

June 9, 2026 & June 23, 2026

July 14, 2026 & July 28, 2026

MISSION STATEMENT

Together, we deliver exceptional public service.

MEETING OF THE BOARD OF CITY COMMISSION

2. PROCLAMATIONS

A. Arbor Day

Mayor Schmitz read a proclamation declaring May 1, 2026, as Arbor Day in the City of Bismarck.

B. Bike Month

Mayor Schmitz read a proclamation declaring May 2026, as Bike Month in the City of Bismarck.

C. Historic Preservation Month

Mayor Schmitz read a proclamation declaring May as Historic Preservation Month in the City of Bismarck.

D. Landscape Architecture Month

Mayor Schmitz read a proclamation declaring May as Landscape Architecture Month in the City of Bismarck.

E. National Small Business Week

Mayor Schmitz read a proclamation declaring May 3rd through 9th as National Small Business Week in the City of Bismarck.

1. **PUBLIC COMMENT**

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

No public comment was received.

3. **CONSENT AGENDA**

Commissioner Zenker moved to approve the consent agenda as presented, and Commissioner Connelly 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: 1131949-1132204

D. Consider the request for approval from the Administration Department for the following:

1. Introduction of and call for a public hearing on a request for a new Class C-2, Hotel Complementary Alcohol, from Omkara, LLC (dba) Super 8 by Wyndham at 1124 East Capitol Avenue.
2. Gaming site authorization renewals.
3. Amendment No. 4, a no-cost time extension with Jones Lang LaSalle (JLL) to assist the City of Bismarck with advisory services related to contract negotiation for the Bismarck Event Center management transition to third party operator Oak View Group (OVG).

E. Consider the request for approval from the Bismarck-Burleigh Public Health Department for the following:

1. Adjustment to fee for sexually transmitted disease (STD) blood draw services.

F. Consider the request for approval from the Engineering Department for the following:

1. Encroachment agreement with Next Play, LLC at 707 Airport Road for a staircase.
2. Request for resolution receiving bids, ordering preparation of the engineer's statement and awarding contracts for City concrete projects CC2026, Parts A-1, A-2 and B.
3. Award concurrence of the North Dakota Department of Transportation (NDDOT) University Drive Microsurface, Bismarck Expressway to 48th Ave, NHU-1-804(054)074, PCN 24405, City Project HC 175.
4. Concurrence of the North Dakota Department of Transportation (NDDOT) Bismarck Expressway Microsurface, Expressway Bridge to Rosser Ave, NHU-1-094(245)925 & NHU-1-810(034)001, PCN 24403 and 24404, City Project HC 180.
5. Receive bids and award contract for Facility Improvement Project FI 26.
6. Resolutions declaring petitions have been received, creating the district, ordering the preparation of the engineer's report, approving the engineer's report, directing the preparation of the plans and specifications, approving plans and specifications, directing the advertisement for bids, and receiving bids for Street Improvement District No. SI 598.
7. Engineering Private Utility (EPU) permit fees of \$250 for the first 1,000 linear feet of private infrastructure installed within the right-of-way and \$300 for each additional 1,000 linear feet, effective for all permits issued on or after May 4, 2026.

G. Consider the request for approval from the Police Department for the following:

1. Permission for Bismarck Police Department Animal Control to issue 20 permits for the 2026 archery season.

- H. Consider the request for approval from the Public Works - Service Operations Department for the following:
1. Permission to apply for, and accept if awarded, the American Public Works Association (APWA) Grant for the 2026 Public Works Open House scheduled for May 19, 2026.
 2. Time extension to Task Order 25-02 with Houston Engineering, Inc. for landfill utilization, analysis, and reporting for 2025.
 3. Permission to sell or dispose of City Assets at Public Sale.

4. **REGULAR AGENDA**

- A. Consider the request to receive a presentation from Bismarck Public Schools Superintendent Dr. Jeff Fastnacht on the 2026 Bond Referendum.

Dr. Jeff Fastnacht, Bismarck Public Schools Superintendent, provided a presentation on the Bismarck Public Schools 2026 Bond Referendum. The \$127 million bond referendum set for the June 9, 2026, primary election, addresses needs such as safety, accessibility, and infrastructure needs across 25 school sites.

- [Presentation Slides](#)

The Commission received the presentation.

- B. Consider the request to receive the Dakota West Arts Council 2025 Annual Report.

Dr. Jason Thoms, Executive Director of Dakota West Arts Council, presented the 2025 Annual Report and notified the Commission of upcoming summer programs.

- [Presentation Slides](#)

The Commission received the report.

- C. Public hearing on an application to transfer the alcohol license from Matpac Properties, LLC to LPM, LLC at 2150 East Thayer Avenue.

Mayor Schmitz opened the public hearing.

- Rich Steidler provided information on the request to transfer the legal name of the business.

Commissioner Cleary 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 an application to transfer the alcohol license from Matpac Properties, LLC to LPM, LLC at 804 East Main Avenue.

Mayor Schmitz opened the public hearing. No public comment was received.

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

- E. Public hearing on an application to transfer the alcohol license from Doublewood of Bismarck, Inc. to GHM Bismarck Holding Co, LLC at 1400 East Interchange Avenue.

Mayor Schmitz opened the public hearing.

- Clinton Goehring notified the Commission that the prior owner sold the business at the beginning of the year and that the bank is the current owner.

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

- F. Public hearing on Ordinance 6659, a zoning map amendment from the A – Agricultural zoning district to the RR – Residential zoning district and Cruz Subdivision, a major subdivision final plat.

Daniel Nairn, Planning Director, presented information on Ordinance 6659.

Mayor Schmitz opened the public comment. No public comment was received.

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

- G. Public hearing on Ordinance 6661, a zoning ordinance text amendment to Section 14-04-19 (FP – Floodplain District) to update references to North Dakota Century Code (NDCC) chapters relating to Senate Bill 2027.

Daniel Nairn, Planning Director, presented information on Ordinance 6661.

Mayor Schmitz opened the public comment. No public comment was received.

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

- H. Consider the request for approval of a Renaissance Zone Rehabilitation and Commercial Lease projects at 407 North 4th Street.

Daniel Nairn, Planning Director, presented information on the requests for approval of the Renaissance Zone Rehabilitation and Commercial Lease projects at 407 North 4th Street. The project involves a full interior remodel to support the salon's expansion, with an estimated investment \$588,973, exceeding the threshold for a property tax exemption. The Renaissance Zone benefits would include an exemption of the increased property tax value after improvements and a five-year state income tax exemption for the business.

Andrea Birst, Glance Spa and Salon Owner, explained that most of the remodel is general building improvement, not salon specific, except for one room that needs updated

plumbing and electrical work to support two water service treatment beds. Ms. Birst noted that the building is older and needs significant structural updates, including removing an old staircase, reconfiguring walls, adding plumbing and electrical to treatment rooms, updating bathrooms, and replacing exterior windows that are currently damaged. The overall goal is to modernize the space and make it functional after years without updates.

The group discussed the purpose of the Renaissance Zone and clarified that it focuses on improving aging or under-maintained buildings within the designated district rather than evaluating the type of businesses occupying them. The program's purpose is district-wide revitalization, addressing structural needs and deferred maintenance to enhance the area's vibrancy. The proposed incentive applies only to the increase in property value, not the entire property, due to updated Renaissance Zone rules, resulting in an estimated \$29,600 property-tax benefit over five years, in addition to a similar income tax exemption.

Commissioner Zenker moved to approve as presented and Commissioner Cleary seconded. Upon a roll call vote, Commissioners Cleary, Risch, Zenker and Mayo Schmitz voted aye. Commissioner Connelly voted nay. M/C.

- I. Consider the request for a resolution receiving bids, ordering preparation of the Engineer's Statement and awarding the contract for Street Improvement District No. SI 599.

Gabe Schell, City Engineer, presented the bid results for Street Improvement District SI 599 and recommended awarding the bid to the lowest bidder, Northern Improvement Company for \$185,949.99.

- [Bid Results](#)

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

- J. Consider the request from the Administration Department to provide an update on the Strategic Plan.

Doug Wiles, Assistant City Administrator, provided the first Strategic Plan quarterly report. Assistant Administrator Wiles demonstrates a new public-facing dashboard that updates weekly and allows residents and Commissioners to track progress on goals in real time. Commissioners expressed appreciation for the added transparency and functionality, noting that the dashboard makes the plan more actionable and visible. The next report will be delivered in July.

5. **OTHER BUSINESS**

- Commissioner Risch complimented Public Works on their performance during Clean Up Week and wanted to remind residents of the Reuse It Store at the public landfill. The store accepts items such as paint, stains, pesticides, hazardous materials, etc. and offers them free to the public.

ADJOURN

There being no further business to discuss, the meeting was adjourned at 6:17 PM.

