



MEETING OF THE BOARD OF CITY COMMISSIONERS

5/26/2026 - MINUTES

CALL TO ORDER

The Board of City Commissioners met on May 26, 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

June 9, 2026 & June 23, 2026
July 14, 2026 & July 28, 2026
August 11, 2026 & August 25, 2026

MISSION STATEMENT

Together, we deliver exceptional public service.

MEETING OF THE BOARD OF CITY COMMISSION

1. AWARD PRESENTATION

A. Historic Preservation Award

Lauren Oster presented the Historic Preservation Award to Chris Anderson in recognition of educating and raising awareness of the history of Bismarck through the presentation of the History of the Bismarck Fire Department.

2. PUBLIC COMMENT

A. [Public Comment Policy](#): 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 Risch seconded.

Discussion:

- Commissioner Connelly stated that he is not going to pull item D.3., but he will approve the whole consent agenda excluding item D.3. and he will vote accordingly.

- Commissioner Risch questioned a no vote for the entire Consent Agenda and asked if the item should be pulled for a separate vote.
- Mayor Schmitz consulted City Attorney Julie Mees, and she confirmed that a unanimous approval vote was not required for consent agenda items.

Upon a roll call vote, Commissioners Zenker, Clear, Risch, and Mayor Schmitz voted aye. Commissioner Connelly voted nay. M/C.

A. Consider approval of minutes

B. Consider approval of personnel actions

C. Consider approval of expenditures

Vouchers: 1132499-1132803.

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

1. Adopt the updated Bismarck Multi-Hazard Mitigation Plan.
2. Gaming site authorization renewals.
3. Provide a letter of support to the North Dakota Opportunity Fund Loan Program for applicant Trusted Rock Properties LLC.

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

1. Receive bids and award contract for Highway Construction Project 188.
2. Resolution awarding the contract for Street Improvement District SI 598.
3. Resolutions approving plans and specifications, directing the advertisement for bids, and receiving bids for Street Improvement District No. SI 600.

4. Request for resolutions approving plans and specifications, directing the advertisement for bids, and receiving bids for Street Improvement District No. SI 602.
 5. ND Department of Transportation (NDDOT) Flexible Transportation Fund grant.
 6. Memorandum of Understanding with the University of Mary regarding Block 13 & 15, Tract 500, Original Plat.
- F. Consider the request for approval from the Finance Department for the following:
1. Applications for abatement.
 2. Introduction of and call for a public hearing on Ordinance 6668 to amend Title 7-01 of the City of Bismarck Code of Ordinances.
- G. Consider the request for approval from the Legal Department for the following:
1. Introduction of and call for a public hearing on Ordinance 6667 to amend Section 12-03-08 of the City of Bismarck Code of Ordinances relating to Violations of Registration Provisions and to enact Section 12-05-12 of the City of Bismarck Code of Ordinances relating to Speed in School Zone.
- H. Consider the request for approval from the Planning Department for the following:
1. Consider approval of the draft 2026 Annual Action Plan, which functions as the City's application to the Department of Housing and Urban Development (HUD) for Community Development Block Grant (CDBG) funds.
 2. Art selections for the Art and Heritage Discovery Trail.
 3. Release part of the non-access lines on Lot 1, Block 3, Paradise Valley Second Addition.

4. Release part of the non-access line on Part of Lot 1, Block 1, Rue's Second Subdivision.
 5. Release part of the 7-foot utility easement on Lot 22, Block 24, Stein's Fourth Addition.
- I. Consider the request for approval from the Police Department for the following:
1. Permission to enter into agreement with the North Dakota Game and Fish to conduct river patrol with Game Wardens.
- J. Consider the request for approval from the Public Works - Service Operations Department for the following:
1. Award the construction of the Landfill Cold Storage Building to the lowest bidder, Dakota West Contracting, Inc. for \$288,650.00.
 2. Change Order No. 4 for New Landfill Scale House/Scales with Missouri River Contracting for \$58,195.31.
 3. Change order to the existing Library LED Lighting contract with Honeywell and permission to apply for, and accept if awarded, the ND Commerce Department's Energy Conservation Grant.
 4. Award the bid for the 2026 Installation of Painted Pavement Markings to Traffic Safety Services, Inc for \$165,800.00.
 5. Permission to sell or dispose of City Assets at Public Sale.

4. **REGULAR AGENDA**

- A. Consider the request to receive a presentation from the Bismarck-Mandan Leadership Program's Downtown Beautification Project team.

Sydney Helgeson and Alex Kowski presented their group's Leadership Bismarck Mandan Downtown Beautification Project with a request to the City Commission for partnership,

initial funding, and possible ongoing support. The project focuses on enhancing Main Avenue (6th Street to 1st Street) with approximately 30 self-watering planters designed to improve downtown vibrancy while minimizing maintenance needs. Key partners include the City of Bismarck, Forestry, Public Works, the Bismarck Mandan Garden Club, and NDSU Extension Master Gardeners. The team outlined project benefits, design considerations, timeline, and budget needs, noting an estimated \$16,265 startup cost and \$6,000 in annual maintenance. Implementation is targeted for May 2027.

- [Presentation](#)

Mayor Schmitz noted that there are currently funds in the 2026 budget that have been allocated but not used for a leadership project.

The consensus of the Commission was to have the group present their request to the City Budget Committee for funding in 2027.

- B. Consider the request to receive an update on appeals from the April 7, 2026, Board of Equalization meeting from the City Assessor.

Allison Jensen, City Assessor, provided an update to the Mayor and Board of City Commissioners regarding property valuation appeals arising from the April 7, 2026, City Board of Equalization meeting. Twenty-four property owners appeared at the meeting without having submitted prior documentation to the Assessor's Office; therefore, no valuation changes could be recommended during the hearing. Following the meeting, staff contacted all attendees. Eight property owners scheduled property reviews, and valuation adjustments were recommended where data errors were identified. Five property owners did not return calls. Eight spoke with appraisers and declined to schedule reviews, indicating they were satisfied with the explanations provided. Two scheduled reviews but did not receive valuation changes. One property owner disagreed with the information provided and may appeal to the County Board; however, this remains undetermined. An appellant involving multiple land parcels scheduled a meeting after the city hearing. Of those parcels reviewed, seven received recommended adjustments, and the remaining parcels may be presented to the County Board on June 1, 2026. Assessor Jensen reported that approximately 171 parcels were appealed for the 2026 assessment year, representing roughly 0.6 percent of the City's 26,875 taxable parcels.

The Commissioners discussed property valuation changes, the impact on the \$1,600 property tax credit, and uncertainties due to future mill levies. Auditor Jensen explained that she can report how many valuations changed but cannot determine how many will exceed the credit until budgets and mill levies are finalized. Commissioners expressed concern that higher valuations may absorb the credit and discussed the likelihood of mill levy adjustments. Mayor Schmitz requested that future notices be sent earlier, along with clearer information for property owners, to allow property owners more time to contact City Assessing regarding their property valuations. Auditor Jensen noted they will review the timing of their notices for next year and share feedback with the State regarding improvements to State-issued forms.

- C. Public Hearing on Ordinance 6662 as the Land Development Code, a repeal and replacement of Title 14 Zoning and Subdivision ordinance in the Bismarck City Code

of Ordinances and public hearing on Ordinance 6663 as a new zoning map corresponding to the districts of the Land Development Code.

Elizabeth Garvin, a representative of Clarion Associates, provided a presentation regarding the completion of the Land Development Code. Ms. Garvin reported that the code was developed to implement the policies of Together 2045 and includes expanded housing options, broader allowed uses, and updated use tables. Ms. Garvin noted that the project emphasized balancing objective standards with flexibility and ensuring a fair, predictable process. Development of the code included extensive public engagement through a working group, community open houses, stakeholder and focus group meetings, project website postings, and ongoing updates to the Planning Commission and City Commission. The Planning Commission unanimously recommended approval and following City Commission approval and adoption, Clarion staff will complete minor cleanup, begin implementation adjustments, and allow the code to operate for approximately one year before major amendments are considered. The code is intended to function as a living document that will be updated as community needs evolve.

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

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

5. OTHER BUSINESS

- A. Commissioner Risch noted that he attended the Petroleum Conference held at the Event Center and received positive feedback regarding the management and staff at the Event Center.

ADJOURN

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