

**RENAISSANCE ZONE AUTHORITY  
MEETING MINUTES  
April 19, 2016**

The Bismarck Renaissance Zone Authority met on April 19, 2016 in the David J. Blackstead Meeting Room in the City-County Office Building at 221 North 5<sup>th</sup> Street. Chairman Walth presided.

Authority members present were Josh Askvig, Jim Christianson, Chuck Huber, George Keiser, Todd Van Orman, and Chair Walth.

Authority member Jeff Ubl was absent.

Technical Advisors Bruce Whittey was present while Steph Smith was absent.

Staff members present were Jason Tomanek (Senior Planner), Brenda Johnson (Real Property Appraiser), Sandra Bogaczyk (Office Assistant), Carl Hokenstad (Community Development Director), Kim Lee (Planning Manager), Daniel Nairn (Planner), Mark Berg (City Traffic Engineer), Will Hutchings (Transportation Planner).

Guests present were Dawn Kopp and Madison Cermak of the Downtowners and Terry Fleck.

**CALL TO ORDER**

Chairman Walth called the meeting to order at 4:05 p.m.

**MINUTES**

The corrected February 16, 2016 meeting minutes and March 15, 2016 meeting minutes were distributed with the agenda packet.

**MOTION:** A motion was made by Mr. Keiser and seconded by Mr. Christianson to approve the minutes of the February 16, 2016 and March 15, 2016 meetings with corrections. The motion passed unanimously with members Askvig, Christianson, Huber, Keiser, Van Orman, and Chairman Walth voting in favor.

**QUIET RAIL ZONE IMPLEMENTATION - UPDATE**

Mr. Berg stated that representatives of Burlington Northern Sante Fe Railroad (BNSF), SRF Consulting and the City of Bismarck met and discussed the preliminary plans for the quiet rail implementation project. Mr. Berg stated that BNSF wants to start the project in May with equipment in place by the end of August 2016. Mr. Berg stated that the City determined that a full street closure at 3rd Street and 5<sup>th</sup> Street rather than half the street open and half closed makes more sense during the installation of the safety devices. Mr. Berg stated that the City prefers fully closing the street in order to expedite the process. Mr. Berg further explained

that sidewalks will be dismantled and the City will replace them since it costs more to have BNSF reconstruct the sidewalks. The City's traffic signals and BNSF's equipment will communicate to create the best traffic patterns. Mr. Berg stated after Labor Day equipment will be operational. He continued by stating that there is a 45-day waiting period between the first operational date and when a letter is sent explaining that horns are not to blow after a specific date. The train engineers may still use horns for safety reasons, but it typically takes about two months for rail engineers to acclimate to the new quiet rail rules.

Mr. Christianson asked how long each crossing would be closed entirely. Mr. Berg replied that work will be completed in 4 to 5 days and stated that Balfour Beatty is contracted to do the work.

Mr. Whittey asked if SRF Consulting will continue to be the City's on-site engineer and inspector. Mr. Berg responded yes and the City signal, asphalt, lighting, traffic control and concrete crews will be on-call.

Mr. Whittey asked for clarification on street separation. Mr. Berg confirmed that raised medians or pedestrian mazes, which are not mandatory, will not be erected due to encroachment on private business parking lots.

Mr. Berg continued that BNSF crews will remain on-site warning City crews when trains are approaching.

Mr. Berg mentioned that there will not be any movement of rails. The only place where rails were moved was at 12<sup>th</sup> Street, where an abandoned rail spur was removed.

With no more questions, Chairman Walth closed the discussion.

### **RENAISSANCE ZONE PROGRAM STATE EXTENSION PROCEDURES - Update**

Mr. Askvig stated that he and Mr. Tomanek attended the Bismarck School Board meeting on April 18, 2016 and secured a letter of support to extend the Renaissance Zone program.

Mr. Christianson asked when the required documents and letters of support will be sent. Mr. Tomanek mentioned that it would be sent as soon as the School Board letter is received which should be this week. Mr. Tomanek stated that he will contact Superintendent Uselman for any updates. The Development Plan and all other documents have already been updated and completed.

Mr. Askvig mentioned that the City Commission does not have any further responsibilities in putting the request forward.

With no more questions, Chairman Walth closed the discussion.

## **DOWNTOWN UPDATE PROVIDED BY THE DOWNTOWNERS ASSOCIATION**

Ms. Kopp and Ms. Cermak presented the planned Downtowners Association event titled State of the Downtown to be held May 3, 2016 at the Dakota Stage Theater, which is being held to present an economic snapshot of downtown Bismarck.

Mr. Whittey asked if there will be a question and answer period. Ms. Kopp responded that the event will not include a Q & A period, but rather presentations from various individuals.

With no more questions, Chairman Walth closed the discussion.

## **OTHER BUSINESS**

Mr. Tomanek announced that he will be leaving the Community Development Department as staff planner to move to a position in City Administration. He will no longer be the primary staff person for the Renaissance Zone Authority, but he intends to attend future meetings as a representative from Administration. Mr. Tomanek further announced that Kim Lee, Planning Manager, who was his predecessor, along with Daniel Nairn, Planner, will be the Renaissance Zone Authority staff going forward.

Chairman Walth expressed thanks on behalf of the Renaissance Zone Authority to Mr. Tomanek for his dedication and guidance.

Mr. Tomanek expressed that it has been a treat to serve the City, its business owners and work on the downtown revitalization.

Mr. Whittey stated that throughout the Renaissance Zone Authority process Mr. Tomanek has allowed everyone to learn and continue to perform better as a civic entity.

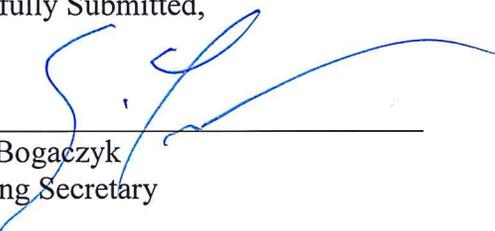
Mr. Fleck asked if it is the intention of the Renaissance Zone Authority to expand using island blocks. Mr. Askvig answered by stating that the City of Bismarck's Renaissance Zone Development Plan has no inclusion of island blocks or plans to expand. Mr. Askvig stated that if the Renaissance Zone Authority determined a need to modify the boundary it would go through the established process, including public hearings.

With no more questions, Chairman Walth closed the discussion.

## **ADJOURNMENT**

There being no further business, Chairman Walth adjourned the meeting of the Bismarck Renaissance Zone Authority at 4:24 p.m.

Respectfully Submitted,



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Sandra Bogaczyk  
Recording Secretary



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Curt Walth  
Chairman