



HISTORIC PRESERVATION COMMISSION

MEETING AGENDA September 20, 2023

Tom Baker Meeting Room	3:00 p.m.	City-County Office Building
<p>The City of Bismarck encourages citizens to provide their comments via email to planning@bismarcknd.gov. The comments will be sent to the Historic Preservation Commissioners prior to the meeting and included in the minutes of the meeting. To ensure that comments are compiled and forwarded to the Historic Preservation Commission with enough time to review all comments, please submit your comments no later than 12 noon the day of the meeting. Comments should also include which agenda item number or topic your comment references and your name (anonymous</p>		<p>comments will not be forwarded to the Historic Preservations Commissioners or included in the minutes of the meeting).</p> <p>If you would like to appear via video or audio link for a 3-5-minute comment on a public hearing item, please provide your e-mail address and contact information to planning@bismarcknd.gov at least one business day before the meeting.</p> <p>As always, live meeting coverage is available on Government Access Channels 2 & 602HD, FreeTV.org, ROKU, Apple TV and Fire TV.</p>
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MINUTES

1. Consider approval of the minutes of the August 16, 2023 meeting of the Bismarck Historic Preservation Commission.

PUBLIC COMMENT

2. The public comment period is available for residents and other interested parties to address items on the agenda or any general public input for consideration by the Historic Preservation Commission.



REGULAR AGENDA

3. **2023 Historic Preservation Fund Grant**
 - a. Priority 2 – Historic District Street Light Banners subcommittee update
 - b. Priority 3 – Historic District Walking/Driving Tour Maps subcommittee update

OTHER BUSINESS

4. **Other Business**

ADJOURNMENT

5. **Adjourn:** The next regular meeting date is scheduled for October 18, 2023, at 3:00 p.m. in the Tom Baker Meeting Room.

**BISMARCK HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
August 16, 2023**

The Bismarck Historic Preservation Commission met on Wednesday, August 16, 2023 at 3:00 p.m. in the Tom Baker Meeting Room in the City-County Office Building, 221 North 5th Street. The meeting was held in person and via Zoom. Chair Sakariassen presided.

Commissioners present were Michael Connelly, Blake Dinkins, Damita Engel, Calvin Grinnell, Beth Nodland and Amy Sakariassen

Commissioner Tory Jackson was absent.

Staff members present were Sandra Bogaczyk – Office Assistant II, Ben Ehreth – Community Development Director, Isak Johnson – Planner, Daniel Nairn – Planning Manager, and Stephanie Pretzer – Assistant City Attorney.

MINUTES

Chair Sakariassen called for consideration of the minutes of the July 19, 2023 meeting of the Historic Preservation Commission. Commissioner Connelly stated that he was present for the meeting via Zoom but could not be heard. Chair Sakariassen called for consideration of the corrected minutes of the July 19, 2023 meeting of the Historic Preservation Commission.

MOTION: A motion was made by Commissioner Nodland to approve the corrected minutes of the July 19, 2023 meeting of the Historic Preservation Commission. The motion was seconded by Commissioner Engel and with Commissioners Connelly, Dinkins, Engel, Grinnell, Nodland and Chair Sakariassen voting in favor of the motion, the motion was approved.

PUBLIC COMMENT

Chair Sakariassen asked if there were any public comments.

There being no public input, Chair Sakariassen resumed the meeting.

HISTORIC PRESERVATION PLAN UPDATE

Mr. Johnson summarized three parts of the updated Preservation Plan to elicit discussion.

Commissioners discussed if a finite list of locations is necessary to create due to the changing nature of additions to the list.

Ms. Nodland suggested instead of creating a draft inventory that a goal could be to identify potential resources.

There was discussion about the process of acquiring information to map the development of the city and various subdivisions and potentially develop a closer relationship with landowners.

There was discussion about the order of items, the format of the Plan and attempting to meet goals annually.

Staff offered to help organize priorities by receiving commissioners' comments and suggestions via email in preparation for future discussion.

There was discussion about working with educational entities and using the Timeline to develop classroom lessons.

There was discussion about the draft survey and its wording, included in the meeting packet.

2023 HISTORIC PRESERVATION FUND GRANT

Mr. Dinkins and Ms. Nodland summarized the prior subcommittee discussion about using the Historic Preservation Fund Grant to acquire street banners, which would emphasize the City's historic districts. Mr. Dinkins stated that future subcommittee members would include himself, Ms. Nodland, volunteers and members of the Downtowners.

There was discussion about how to use the banner space and imagery most effectively.

Chair Sakariassen summarized experiences with the printer regarding publishing the Walking/Driving Tour Maps. Ms. Engel volunteered to assist with this project and join the subcommittee.

HISTORIC TIMELINE DISTRIBUTION UPDATE

Mr. Johnson summarized last month's introduction to Mr. Dinkins' poster, advertising the availability of Bismarck Timeline books for the public to obtain for free, for possible approval and suggested also using various media outlets.

There was consensus to repost social media information previously created and staff committed to engaging the City's Communication Strategist.

There was discussion about sharing information and presenting QR codes with City Commission.

MOTION: A motion was made by Commissioner Dinkins to approve using additional social media postings and the City website to advertise the availability of Bismarck Timeline books to the public. The motion was seconded by Commissioner Nodland and with Commissioners Connelly, Dinkins, Engel, Grinnell, Nodland and Chair Sakariassen voting in favor of the motion, the motion was approved.

There was discussion about distributing timelines to private schools in Bismarck. Chair Sakariassen volunteered to ask any schools if they would like to receive timeline books, compiled on a list to be given to her by commissioners.

Mr. Connelly stated that he distributed timeline books to various organizations.

Chair Sakariassen stated that she took timeline books and walking maps to a few historical sites.

OTHER BUSINESS

Mr. Johnson stated that the Community Development Department was contacted to see if a speaker could discuss the timeline project and its contents to an assisted living community. Chair Sakariassen noted that the item fully expresses goals and objectives of the Historic Preservation Commission. Ms. Nodland requested that Mr. Jackson speak to the Timeline Subcommittee members to nominate a speaker. Chair Sakariassen agreed.

Mr. Johnson stated that more walking tour maps were requested to be distributed to the Northern Plains Heritage Foundation location on the river, as it is a very popular item.

Mr. Johnson asked commissioners if they wanted to discuss the Bismarck Event Center history project. There was discussion and consensus to have Chair Sakariassen begin conversations with the Event Center to first establish project parameters before involving other entities.

Ms. Nodland suggested distributing timelines at the Street Fair.

Chair Sakariassen suggested reprinting maps and timelines at a future date.

ADJOURNMENT

There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 4:21 p.m. to meet again on September 20, 2023 at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,

Sandra Bogaczyk
Recording Secretary

APPROVED:

Amy Sakariassen, Chair