



Special Assessment Task Force

4/11/2022 - Minutes

1. Welcome And Introductions

The subcommittee of the Special Assessment Task Force is composed of Dustin Gawrylow, Kate Herzog, Mike Schmitz, Mark Splonskowski, and Kevin Strege.

Committee members present included Dustin Gawrylow, Kate Herzog, Mike Schmitz, and Mark Splonskowski. Committee member Kevin Strege was absent.

2. Approval Of Minutes

Mike Schmitz made a motion to approve the minutes as presented, Dustin Gawrylow seconded. All members present voted aye,

M/C.

3. Review The Updated Draft Ballot Language Provided By Dustin Gawrylow And Other Subcommittee Members.

Paragraph A - The general consensus was for the language to be as follows:

- For the purposes of this fee, "street maintenance" shall be defined as any maintenance activity not financed by the City's general fund prior to enactment of this amendment or prior to January 1, 2022. Necessary street maintenance is defined by City Engineering using the basis of a pavement management system. The city commission shall enact ordinances defining and itemizing this scope and may only expand this scope definition with a unanimous roll call vote renewed during the annual budget process.

Paragraph B - The general consensus was for the language to be as follows:

- Upon passage, the City Commission shall assume existing street maintenance balances as part of the Street Infrastructure Fee.

Paragraph C - The general consensus was to task City Engineer Gabe Schell to draft language addressing a five-year street maintenance capital improvement plan.

Paragraph D - The general consensus was to accept the language as drafted with the understanding that it is a five-year capital improvement plan and not a three-year maintenance schedule as previously drafted. The subcommittee members will reconsider this at a later meeting.

Paragraph E - The general consensus was to remove paragraph E from the draft home rule charter language and to develop a recommendation on implementation that will be delivered to the City Commission at a future meeting.

Paragraph F - The general consensus was to move forward with option one and remove the language "to protect the taxpaying citizens of Bismarck," leaving option one to read, the commission shall establish a policy addressing minimum fund balances and maximum ending fund balances. Option two will be included with other elements in the recommendations provided to the commission by the subcommittee at a future meeting date.

Paragraph G - Prior to implementation City Commission shall not exceed 110% of the annual average of the prior three years' expenditures, as a result, the annual fee assessed to account holders will be calculated based upon the caps to the fund balance.

Paragraph H - The group decided to remove paragraph H and include it with paragraphs E and F as part of the recommendation to the commission.

4. Review The Proposed Fee Schedule And Tier Structure.

Time did not allow for discussion of item 4.

5. Discuss The Impacts To Other Political Subdivisions Such As Bismarck Public Schools And Bismarck Parks And Recreation District.

Time did not allow for discussion of item 5.

6. Next Meeting Of The Subcommittee Is April 18, 2022.

The meeting adjourned at 5:10 PM.

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