

**BISMARCK RENAISSANCE ZONE AUTHORITY
MEETING MINUTES
September 10, 2020**

The Bismarck Renaissance Zone Authority met on September 10, 2020 in the Tom Baker Meeting Room in the City-County Office Building at 221 North 5th Street. Due to ongoing public health concerns related to COVID-19, the meeting was held remotely via the online platform Zoom as well as the meeting room. Chair Christianson presided remotely.

Authority members present were Jim Christianson, Joe Fink, Dustin Gawrylow, Todd Van Orman, and Greg Zenker.

Authority members absent were George Keiser and Curt Walth.

Technical Advisor Bruce Whittey was present and Technical Advisor Steph Smith was absent.

Staff members present were Sandra Bogaczyk (Office Assistant II), Janelle Combs (City Attorney), Ben Ehreth (Community Development Director), Allison Jensen (City Assessor), Kim Lee (Planning Manager) and Daniel Nairn (Senior Planner).

Guests present were Kate Herzog (The Downtowners) and Chad Johnson (First Western Bank).

CALL TO ORDER

Chair Christianson called the meeting to order at 4:04 p.m.

MINUTES

The minutes of the June 11, 2020 meeting were distributed prior to the meeting.

MOTION: A motion was made by Mr. Fink and seconded by Mr. Van Orman to approve the minutes of the June 11, 2020 meeting. The motion passed unanimously by voice vote with members Fink, Gawrylow, Van Orman, Zenker and Chair Christianson voting in favor.

**DOWNTOWN DESIGN REVIEW – 304 EAST FRONT AVENUE
FIRST WESTERN BANK AND TRUST – FENCE**

Mr. Nairn gave an overview of the staff report and stated that the applicant, First Western Bank and Trust, is requesting downtown design review approval for the installation of a fence along

the east border of the property at 304 East Front Avenue. Mr. Nairn stated that the proposed material is a municipal-grade metal and would be six feet tall with a gate insert, to be controlled by the property owner and generally kept locked. He stated that the property is adjacent to Bismarck Parks and Recreation property.

Mr. Nairn stated that, based on the findings contained in the staff report, staff recommends approval of the proposed design for a fence at 304 East Front Avenue as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Mr. Johnson stated that installation is scheduled for the end of October.

MOTION: A motion was made by Mr. Van Orman and seconded by Mr. Fink to approve the proposed design for a fence at 304 East Front Avenue as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

The motion passed unanimously with members Fink, Gawrylow, Van Orman, Zenker and Chair Christianson voting in favor.

OTHER BUSINESS

REPORT FROM CITY STAFF

Mr. Nairn stated that the subcommittee task force, created to study the effectiveness of the Renaissance Zone program, met twice since the Authority's last meeting. There is a scheduled third meeting in one week, but there was nothing to report yet, and the draft outcome will be included in a future agenda packet.

Mr. Nairn stated that it was concluded that not enough survey responses were returned in order to create a viable statistical response to the questions about owners' experiences with the Renaissance Zone program.

Mr. Nairn stated that several projects are underway and moving forward in the downtown area, some of which will need to request extensions of their completion deadline from the Renaissance Zone Authority.

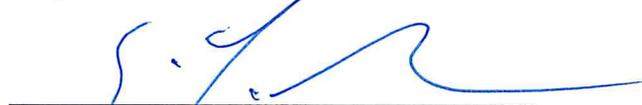
REPORT FROM THE DOWNTOWNERS

Ms. Herzog reported on the state of the downtown economy and said that some business sectors are doing better than others due to COVID-19 restrictions. She mentioned that the annual Downtown Street Fair will still be held, but 50% of the typical vendors will be attending and other precautions will be taken.

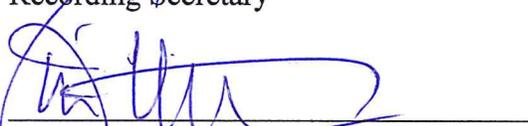
ADJOURNMENT

There being no further business, the meeting of the Bismarck Renaissance Zone Authority adjourned at 4:15 p.m. to meet again on October 8, 2020.

Respectfully submitted,



Sandra Bogaczyk
Recording Secretary



Jim Christianson
Chair