



HISTORIC PRESERVATION COMMISSION

MEETING AGENDA April 17, 2024

Tom Baker Meeting Room	3:00 p.m.	City-County Office Building
<p>Any member of the public may attend this meeting. Comments may be provided on public hearing items either in person, at the appointed time, or emailed by 8:00 am on the meeting day to planning@bismarcknd.gov for distribution to the Commission and inclusion in minutes, unless anonymous.</p> <p>Coverage of this meeting is available on Government Access Channels 2 & 602HD or streaming live and archived online at</p>		<p>FreeTV.org. Minutes will be available at https://www.bismarcknd.gov/agendacenter.</p> <p>The City of Bismarck does not discriminate in admission or access to its programs, activities, or services. To request accommodations for disabilities and/or language assistance, please contact the Title VI/ADA Coordinator at 701-355-1330.</p> <p>Agenda subject to change prior to meeting.</p>
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MINUTES

1. Consider approval of the minutes of the March 20, 2024, meeting of the Bismarck Historic Preservation Commission.

REGULAR AGENDA

2. **Introduction of Gabe Schell and the Engineering Department**
 - a. Gabe Schell, City Engineer
3. **ND National Guard New Museum Wing Update**.....
 - a. Shirley Olgeirson, North Dakota National Guard Historian
4. **2022 Historic Preservation Grant Update**.....3
 - a. Highland Acres Banners



5. **2023 Historic Preservation Grant Update**.....

6. **2024 Historic Preservation Fund Grant**5

7. **Upcoming May Historic Preservation Month**14

OTHER BUSINESS

8. **Other Business**

ADJOURNMENT

9. **Adjourn:** The next regular meeting date is scheduled for May 15, 2024, at 3:00 p.m. in the Tom Baker Meeting Room.



MEMORANDUM

TO: Chair Sakariassen and Historic Preservation Commission

FROM: Lauren Oster, Planner

SUBJ: 2022 Historic Preservation Fund Grant Update

DATE: April 12, 2024

At the previous meeting, the Historic Preservation Commission (HPC) decided to see if Indigo Signs would be able to create some potential banner designs. Indigo Signs have been working on potential design options for your consideration. If one of these potential designs is chosen, it would need to be approved by the State Historical Society of North Dakota prior to creation and installation of the banners.

Additionally, the Highland Acres banner subcommittee met on April 9, and decided to provide the Historic Preservation Commission with an updated banner design layout using the original design. This is attached for your review. The State Historical Society of North Dakota has already reviewed this and would not need to review it again prior to creation and installation of the banners.

Staff Recommended Action

Choose a design for the banner.

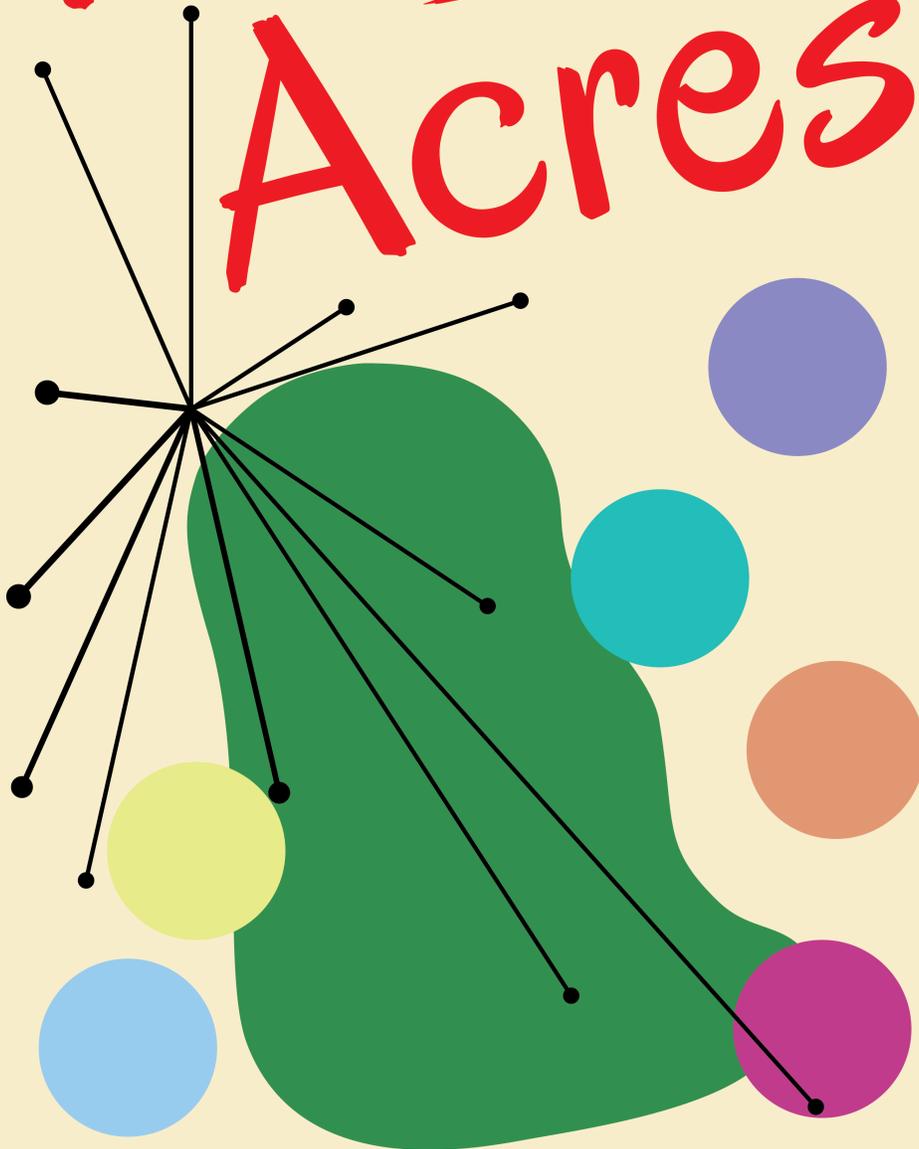
Attachments:

1. Updated original banner design



POLE AREA

Highland Acres



Historic District

POLE AREA



MEMORANDUM

TO: Chair Sakariassen and Historic Preservation Commission

FROM: Lauren Oster, Planner

SUBJ: 2024 Historic Preservation Grant Update

DATE: April 12, 2024

2024 HPF Grant Update

The City of Bismarck has been awarded the full amount requested for activities in 2024. The contract between the State Historic Preservation Office (SHPO) and the City of Bismarck will be provided and reviewed within the next several weeks. The total federal grant funding request for the 2024 grant application is \$21,990. The required 40% match will be 100% provided by donated labor calculated for staff and Historic Preservation Commission (HPC) activities.

The HPC recommended approval of this Historic Preservation Fund grant application for 2024 at the January 17, 2024, meeting. The City Commission approved of the HPC's request to apply at the City Commission meeting on January 23, 2024.

No work on projects is allowed until a contract for the grant funds is signed by both SHPO and the City.

The awarded funding will be used for the three proposed items:

- Priority 2 - Local History School Education Resources
- Priority 3 - Urban Survey of 6th Street Bismarck
- Priority 4 - CLG/MPMA Conference

Project narratives are attached below. Further information on this grant will be provided at a later date.

Staff Recommended Action

No action is required at this time.

Attachments:

1. Project Narratives and Budget

Priority 2: Local History School Education Resources

The City of Bismarck is seeking project funding assistance to create K-12 education resources that promote Bismarck's local history.

NARRATIVE

Grant funds are sought to assist with associated costs to create K-12 education resources that promote Bismarck's local history. The education resources would be developed as part of a Suitcase Education for North Dakota (S.E.N.D.) kit matched to a specific topic within North Dakota Studies Units. Currently, there are no specific local education kits in the State Historic Society of North Dakota's (SHSND) collection. Bismarck, as the state capital of North Dakota, has played an important role in shaping the historic landscape of North Dakota. Its history should be a prominent focus for the historic education programs within North Dakota.

This proposed S.E.N.D. kit will provide teachers and students with hands-on objects, worksheets, and activities to facilitate memorable learning experiences and promote important aspects of Bismarck's local history. A teacher guide, including a short report on the topic, will also be included in the kit. The goal of this short report is to provide an overview of the topic for the teacher to reference when delivering the lesson.

As the North Dakota State Capital, Bismarck's local history is an important facet to the overall understanding of North Dakota's history. Many important people and groups shaped Bismarck into what it is today. The proposed time period for the topic will mirror the 8th grade North Dakota Studies Unit III: Waves of Development (1861-1920). This time period allows for the presentation of a multitude of potential topics including conflicts between tribal groups and the U.S. Army, North Dakota's statehood, and the suffrage movement.

A topic has not been established at this time. The potential topic will dictate the exact amount of the associated resources in the kit (i.e., objects and activities). The topic and all resources from the kit will also reflect relevant education benchmarks ND.6_12.1.1 through ND.6_12.4.6 of the 6-12 North Dakota Social Studies Content Standards. Bismarck Public Schools and the Bismarck Historical Society will be consulted during the creation of the activities and procurement of the objects.

All the objects within the kit will be utilized in the activities, providing a tactile learning experience for students. The worksheets will offer a lighter form of learning while still highlighting important aspects of the potential topic. The teacher guide/topic report will include a lesson plan for the teacher and provide a brief background on the topic. This allows the teacher to deliver the lesson with little to no prior knowledge of the subject. The report will also be cited accordingly and will provide additional resources for reference.

PRODUCTS

- 1 S.E.N.D. kit including the following:
 - 1 metal trunk/container
 - 15-20 topic-specific objects
 - 3-4 Worksheets
 - 8-10 Activities
 - Teacher Guide/Topic Report

TIMELINE

Determine Content for Kit.....April 2024
S.E.N.D. Kit Content Creation.....May-July 2024
Approval by HPC.....August 2024
Approval by SHPO.....October 2024
Distribute (as needed)November 2024

BUDGET

	MATCH	HPF FUNDS	TOTAL
Metal trunk/container	\$0	\$450	\$450
Objects	\$0	\$1,500	\$1,500
Worksheets	\$500	\$40	\$540
Activities	\$1,800	\$1,000	\$2,800
Teacher Guide/Topic Report	\$2,000	\$500	\$2,500
TOTAL	\$4,300	\$3,490	\$7,790

Cost estimates were obtained by contacting both the Education Supervisor at the SHSND as well as the Curator of Interpretation at the SDSHS about their education kits. The Bismarck HPC will investigate all options for procurement of objects or replicas for the kit at low or reasonable prices. City staff will provide project management and coordinate with any necessary consultants. There was a variety of estimates based on the topic of the kit, so an average was used to establish the requested grant funding with a 10% contingency added. City staff and the Historic Preservation Commission will provide donated labor as a match.

Priority 3: Survey and Promote a 6th Street Cultural Trail

The Bismarck Historic Preservation Commission is seeking project funding assistance for a qualified consultant(s) to complete an in-depth architectural/historic survey/evaluation of the 6th Street corridor between the capitol grounds and downtown Bismarck and an online StoryMap walking/driving tour identifying and promoting notable structures along this route.

NARRATIVE

The Bismarck Historic Preservation Commission (HPC) is seeking project funding assistance for a qualified consultant(s) to complete an in-depth architectural/historic survey/evaluation of the 6th Street corridor between the capitol grounds (E Boulevard Ave) and downtown Bismarck (E Main Ave), to determine whether properties in this area are eligible for nomination to the National Register of Historic Places (NRHP). This corridor's proximity and roadway connection to the state capitol is important for understanding the development of this area and past residents' connections with North Dakota's state government.

The City of Bismarck recently adopted its Comprehensive Plan in 2022. Goal T6(c) of this plan states: "Develop and promote a 6th Street Cultural Trail connecting downtown with the Capitol Grounds using wayfinding and improved bicycle and pedestrian infrastructure." This is part of T6's broader goal: "Preserve buildings and sites of architectural significance to the history of Bismarck." Completing a survey along this corridor will ensure that the historic significance and development of this corridor is preserved.

The potential project area would encompass a total of 90 properties. This area has not been previously adequately surveyed or systematically inventoried. The area consists of single-family and multi-family homes, commercial buildings, and health and municipal facilities. Of the 90 buildings, 77 in this survey area were built between from 1882 and the 1980s. Five sites in this potential survey area are currently individually listed on the NRHP or are contributing to the Bismarck Downtown Historic District. Eleven architectural sites along this corridor have been previously surveyed; however, five are over 20 years old and will likely need to be updated. By having a larger survey area encompassing more properties, there is a greater chance for identifying significant historical resources as well as expanding the Bismarck HPC's current inventory of historic properties.

In 2007, a survey of the 4th Street corridor was conducted. It was concluded that areas to the east and west of 4th Street (i.e., 6th Street) should be evaluated for comparative purposes to determine if these corridors are individually distinct and significant or if they would contribute to a larger potential NRHP district. If enough properties in these surrounding areas, including 6th Street, were identified as eligible for nomination to the NRHP, there would be significant potential for the creation of another historic district in Bismarck.

The creation of an online StoryMap promoting unique buildings identified along this corridor, in conjunction with the survey, helps promote cultural stability, stimulate tourism, and safeguard the heritage of the community. A goal of the Bismarck HPC is to develop resources that will support and provide avenues that encourage self-exploration of our history and heritage. This online resource, created in conjunction with the survey, benefits the community immediately by promoting knowledge and understanding of the City's heritage, our historic properties, and the past endeavors of our residents.

A draft of all site forms and survey reports will be subject to review by members of the HPC prior to submission to the State Historic Preservation Office. The HPC is fully capable of providing such review in-house, based on the relevant professional experience of current board members who meet the Secretary of the Interior’s Professional Qualifications Standards for History (Commissioner Nodland, Swanson, Jackson, and Sakariassen), Archaeology (Commissioner Nodland and Engel), and Architecture (Commissioner Swanson), and those who have experience serving on the State Review Board (Commissioner Sakariassen).

PRODUCTS

- Scope of Work
- Chosen Proposal
- Contract
- Site Forms
- Draft Survey to Commission
- Draft of Survey to State Historic Preservation Office
- Final Survey Report
- Online StoryMap

TIMELINE

- Scope of Work/RFP.....March 2024
- Chosen Proposal.....May 2024
- Contract Review/Awarded.....May 2024
- Consultant Starts Survey Work.....June 2024
- Site Forms for Review.....August 2024
- Draft Survey to Commission.....December 2024*
- Draft of Survey to Historic Preservation Office.....January 2025*
- Final Survey Report.....February 2025*

**This will include submittal of the online StoryMap.*

BUDGET

	MATCH	HPF FUNDS	TOTAL
Consultant	\$ 0	\$15,000	\$15,000
HPC Donated Labor	\$4,500	\$ 0	\$4,500
Online StoryMap Walking Tour	\$1,000	\$0	\$1,000
TOTAL	\$5,500	\$15,000	\$20,500

Cost estimates for the architectural survey were obtained from contacting local contractors who specialize in architectural history, evaluating past associated costs from the Highland Acres Historic District survey, and reviewing peer North Dakota Certified Local Government survey

projects. Match funds will be provided as donated labor from City of Bismarck staff for grant and project administration, creation of an online StoryMaps walking tour, and HPC members' time spent reviewing work products. All estimates include an additional 25% contingency.

Priority 4: 2024 CLG/MPMA Conference

The Bismarck Historic Preservation Commission is seeking funding assistance to potentially host the 2024 Annual North Dakota Certified Local Government (CLG) conference which will be held in conjunction with the 2024 Mountain Plains Museum Association (MPMA) conference. As the capital of North Dakota, Bismarck's history is rich and full of a multitude of important people, places, and events.

The host community for the CLG annual conference has traditionally cycled between each of the North Dakota CLGs. Bismarck hosted the last CLG conference in Bismarck in 2022. No CLG conference was held in 2023. Normally, the honor of hosting this conference would cycle through other CLGs; however, it has been decided that the 2024 CLG conference will be held in conjunction with the MPMA conference from October 6-8 in Bismarck, North Dakota. As such, it makes sense that the Bismarck CLG would host the CLG conference, as it will already be in Bismarck.

It is anticipated that there will be cost associated with hosting the 2024 CLG conference, despite it being held in conjunction with the MPMA conference. The previous CLG conference included breakfast, lunch, snacks, presentations, and a mobile tour of Highland Acres. There were over 30 people who attended, both in-person and online. If chosen to host, the Bismarck HPC would like to include food, presentations, and a group activity as part of the conference program structure. The MPMA is already asking for presentation proposals, so this item could potentially be appeased here. However, the Bismarck HPC would like to focus the conference sessions on areas specific to preservation and its value and importance in communities and can look for additional presentations, as or if needed.

At the last conference, a mobile tour of Highland Acres was offered as an activity. The Bismarck HPC would like to provide a similar activity to in-person conference attendees as this is a great way to showcase and immerse individuals in Bismarck's historic landscape. Utilization of the walking/driving tour maps of our three historic districts will also be incorporated into the activity.

Discussion with the MPMA coordinators will need to happen before the logistics are set. However, the following is a rough layout of the logistics for the CLG conference. The conference will be free to any staff or local city elected/appointed commissioner of a CLG as well as those from the State Historic Preservation Office and State Historical Society of North Dakota. Registration will include free snacks and lunch for participants. Additional expenses may include procurement and booking of an adequately sized venue, potential keynote speaker fees, online conference participation platform fees, printed material, and other miscellaneous conference related expenses.

PRODUCTS

2024 CLG Conference (3 days)

Venue (If not already chosen by MPMA)

Lunch Meal and Snacks

Remote Online Platform

Printed Agendas and Material

3-5 Local/State Sessions on Historic Topics

North Dakota CLG Coordinators Presentation (showcasing recent and current projects)

TIMELINE

Establishment of CLG Conference Planning Committee.....February 2024
Planning Committee*March to May 2024
Presentations/Speaker Identification and Confirmation.....*Before* August 2024
Conference Registration..... *Before* September 2024
2024 CLG/MPMA Conference.....October 6-8, 2024

**Discussion with MPMA conference coordinators will take place during this planning period*

BUDGET

	MATCH	HPF FUNDS	TOTAL
Conference Expenses	\$0	\$3,500	\$3,500
HPC & Staff Donated Labor	\$1,200	\$0	\$1,200
TOTAL	\$1,200	\$3,500	\$4,700

This budget is based on the 2022 CLG conference with a 25% contingency buffer. Although this conference is set to last two days longer than the 2022 conference, it is anticipated that a portion of the cost will be handled by the MPMA. City staff, Historic Preservation Commission, and community volunteers will provide donated labor as a match.

2024 HPF Grant Application Comprehensive Budget

Project 1:					
Administrative Budget	Qty	Each	HPF Request	Match Amount (Donated Labor)	Project Total
Administrative Salary and Benefits	1	\$3,929	\$0	\$3,929	\$3,929
HPC Donated Labor					
		Total:	\$0	\$3,929	\$3,929
Project 2:					
Local History School Education Resources	Qty	Each	HPF Request	Match Amount (Donated Labor)	Project Total
Metal Trunk/Container	1	\$450	\$450	\$0	\$450
Objects	20	\$75	\$1,500	\$0	\$1,500
Worksheets	4	\$10	\$40	\$500	\$540
Activities	10	\$100	\$1,000	\$1,800	\$2,800
Teacher Guide/Topic Report	1	\$500	\$500	\$2,000	\$2,500
		Total:	\$3,490	\$4,300	\$7,790
Project 3:					
Survey and Promote a 6th Street Cultural Trail	Qty	Each	HPF Request	Match Amount (Donated Labor)	Project Total
Consultant	1	\$15,000	\$15,000	\$0	\$15,000
HPC Donated Labor	1	\$3,500	\$0	\$4,500	\$4,500
Online StoryMaps Walking Tour	1	\$2,000	\$0	\$1,000	\$1,000
		Total:	\$15,000	\$5,500	\$20,500
Project 4:					
2024 CLG/MPMA Conference	Qty	Each	HPF Request	Match Amount (Donated Labor)	Project Total
Conference Expenses	1	\$3,500	\$3,500	\$0	\$3,500
HPC & Staff Donated Labor	1	\$1,200	\$0	\$1,200	\$1,200
		Total:	\$3,500	\$1,200	\$4,700
BUDGET SUMMARY					
				FEDERAL FUNDS	\$21,990
				MATCHING SHARE	\$14,929
				TOTAL PROJECT COST	\$36,919



MEMORANDUM

TO: Chair Sakariassen and Historic Preservation Commission

FROM: Lauren Oster, Planner

SUBJ: Upcoming May Historic Preservation Month

DATE: April 12, 2024

At the previous meeting, the Historic Preservation Commission (HPC) decided to host and participate in historic preservation-related events during the month of May to celebrate Historic Preservation Month. Participation in these events helps promote the knowledge and understanding of the City's heritage, its historic properties, and the past endeavors of its residents. They are also an avenue to educate the public about historic preservation and any related programs and tools.

Potential events for hosting and promoting that were discussed at the previous meeting included:

- Proclamation presented by the Mayor at a City Commission meeting
- Exhibit of the Downtown Historic District artifacts
- A walking tour of either the Downtown Historic District or the Cathedral Historic District
- Bismarck Historical Society's Founder's Day history trivia event
- Preservation awards presented at the May Historic Preservation Commission meeting
- Additional presentations

Based on these ideas, staff has created a potential schedule of events and promotional flyer for the month of May.

However, it's important to note that items included in the draft schedule may change based on external circumstances.

Staff Recommended Action

Review and tentatively approve the event schedule and other associated items.

Attachments:

1. Draft Event Schedule



Celebrate Historic Preservation Month!

Check out the list of events:

April 29

Through

May 31

Downtown Artifact Exhibit

Come view this window exhibit featuring various artifacts from the Downtown Historic District.
Where: 118 North 4th Street.

May 4

Time: TBD

Walking Tour of Bismarck's Downtown Historic District

Join members of the Historic Preservation Commission as they take you on a tour of the Downtown Historic District.
Where: TBD

May 13

6:30 pm

Bismarck Founder's Day

Join the Bismarck Historical Society for a fun evening of local history trivia.
Where: Laughing Sun Brewery

May 15

3:00 pm

Historic Preservation Commission Meeting

Join the Historic Preservation Commission at their monthly meeting.
Where: Tom Baker Meeting Room, City-County Office Building, 221 N. 5th Street

May 21

6:30 pm

Highways and Roads: Connecting the History of Bismarck

Join Ben Kubischta as he presents how highways and roads influenced the Bismarck community.
Where: Bismarck Veterans Memorial Library, Meeting Room A

Additional Ways to Celebrate:

- Go on your own historical walking tour of the Downtown Historic District and Cathedral Historic District. Tour maps available at the Bismarck Community Development Department in the City-County Office building.
- Explore and support local historic sites and museums.
- Read about Bismarck's local history with the Bismarck Timeline or enjoy other local history books at the Bismarck Veterans Memorial Library.
- Listen to local history topics with the Bismarck Historical Society's 'History Hotdish' podcast.

**BISMARCK HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
March 20, 2024**

The Bismarck Historic Preservation Commission met on Wednesday, March 20, 2024, 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. Dakota Media Access was present to record the meeting and archive on freetv.org for public viewing. Chair Sakariassen presided.

Commissioners present were Michael Connelly, Beth Nodland, Scooter Pursley, Amy Sakariassen and John Swanson.

Commissioners not present were Damita Engel and Tory Jackson.

Staff members present were Sandra Bogaczyk – Office Assistant, Ben Ehreth – Community Development Director, Daniel Nairn – Planning Manager, Lauren Oster – Planner, Stephanie Pretzer – Assistant City Attorney and Steve Salwei, Public Works Service Operations Director.

Guests present were Lorna Meidinger – SHPO (State Historic Preservation Office) and Emily Sakariassen – South Fork Historical Research and Board Member of the Bismarck Historical Society.

MINUTES

Chair Sakariassen called for consideration of the minutes of the February 21, 2024, meeting of the Historic Preservation Commission.

MOTION: A motion was made by Commissioner Nodland to approve the minutes of the February 21, 2024, meeting of the Historic Preservation Commission. The motion was seconded by Commissioner Swanson and with Commissioners Connelly, Nodland, Pursley, Swanson 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 comments, Chair Sakariassen resumed the meeting.

INTRODUCTION TO STEVEN SALWEI AND PUBLIC WORKS SERVICE OPERATIONS DIVISION

Chair Sakariassen welcomed Mr. Salwei who introduced himself and presented to the Commission what Public Works Service Operations is and does and how his department might work with the Historic Preservation Commission in the future.

There was discussion about how the Commission could have helped resolve problems with the Cathedral District trees had they been contacted before utility companies became involved.

Ms. Nodland requested that Historic Preservation Commission be contacted when ground disturbance is projected so members can help.

Suggestions were made about how the Commission and Public Works Operations could work together for the benefit of the community.

NRHP NOMINATION REVIEW – HIGHLAND ACRES HISTORIC DISTRICT BOUNDARY INCREASE

Ms. Oster summarized the history, progress and current status of the nomination of Highland Acres Historic District Boundary Increase.

Ms. Nodland asked if National Register of Historic Places (NRHP) solicited for public comment like it did when the City requested historic recognition of Highland Acres. Ms. Meidinger stated that because this request was solicited by a private citizen and not a public entity her office would not request additional public comment outside of the normal review process. She further explained NRHP's remaining process. She mentioned that the public can follow the process at history@nd.gov.

Mr. Connelly requested that NRHP please list history@nd.gov on the City website. Ms. Meidinger and staff agreed to post to the website.

There was discussion about what meets and does not meet criteria for designating a building to be a significant historic building.

Chair Sakariassen stated that she found the request justified given the neighborhood feeling that has historically been understood in the area surrounding Highland Acres.

Ms. Meidinger stated that the Secretary of State determines if federal monies can be used.

Mr. Pursley asked for clarification of integrity issues mentioned in the NRHP report. Ms. Meidinger explained that any structure built outside of the dates mentioned in the original historical designation request would not be included as part of the boundary due to its historical insignificance given the dates of the original request.

There was discussion about the history of covenants and their enforcement and the distinction between the boundaries of the historic district and the recognition of significant structures within the historic district. Ms. Meidinger stated that the covenants are separate from NRHP parameters.

There was discussion about sidewalks in the historic district. Mr. Ehreth stated that the City Commission decided not to pursue the installation of sidewalks but at future commissions that could possibly change.

MOTION: A motion was made by Commissioner Nodland to approve that staff prepare a letter highlighting the Historic Preservation Commission's support of the nomination and include the following:

1. the role of accessory dwelling units

2. the criteria of non-contributing structures
3. the process for property owners to inquire about their property's integrity to support potential nomination to the National Register

The motion was seconded by Commissioner Connelly and with Commissioners Connelly, Nodland, Pursley, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

QUESTIONS ABOUT BELLE MEHUS REHABILITATION

There was discussion about the history of the rehabilitation project at the Belle Mehus Auditorium. Chair Sakariassen requested that SHPO provide updates or include the Historic Preservation Commission in further actions and requests regarding alterations within the building. Ms. Meidinger described her experience working on the project and Chair Sakariassen stated that members appreciate her work and judgement on the project.

Chair Sakariassen asked Ms. Meidinger for some context of the renovations planned for the Provident Building which is in the Downtown Historical District. Ms. Meidinger listed various people involved in discussions about a renovation of the building and stated that no updated plans have been submitted. She mentioned that SHPO has stated that the beacon on top of the building is historically significant and is a key feature of the building.

There was discussion about keeping or removing the revolving doors.

Ms. Meidinger stated that any public building, including the Provident Building, could be nominated to be listed as historically significant by any member of the public because the manager of the building is considered a caretaker of the building, not an owner of the building.

Ms. Meidinger offered a contact for commissioners to communicate with about any future building renovations.

DOWNTOWN BISMARCK ARTIFACTS

Ms. Oster stated that construction and cultural resources fieldwork was conducted in six blocks of downtown Bismarck within the Bismarck Downtown Historic District and named the associated funding. She further described the methodology, locations and history of the area, as included in the memorandum in the agenda packet, and described artifacts found in the fieldwork. Ms. Oster stated how and where the artifacts are currently and temporarily being stored and asked commissioners to provide direction about what to do with the artifacts.

Ms. Oster stated that Ms. Engel was the principal investigator on this project and would be the contact regarding any aspect of the collection.

Ms. Nodland volunteered and asked for assistance to create an exhibit for a window display located downtown in conjunction with Historic Preservation Month for May 2024, and then for permanent retention with SHPO.

There was discussion about where to contain and how to preserve and present the artifacts.

MOTION: A motion was made by Commissioner Connelly to have staff inquire with SHPO to determine if they have any interest in the artifacts and if duplicates exist, those be reserved for another purpose. The motion was seconded by Commissioner Swanson and with Commissioners Connelly, Nodland, Pursley, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

MOTION: A motion was made by Commissioner Swanson to approve that Historic Preservation Commission members prepare an exhibit for Historical Prevention Month focusing on downtown history to be displayed in a downtown business window. The motion was seconded by Commissioner Pursley and with Commissioners Connelly, Nodland, Pursley, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

2022 HISTORIC PRESERVATION FUND GRANT UPDATE

Ms. Oster reminded members of the progress made in creating street banners for the Highland Acres Historical District and what actions remain to be determined.

There was discussion about the design, size and height of the banners.

Ms. Nodland asked staff if it is possible to extend the deadline to determine the final design. Ms. Oster stated that another month could be used for this determination.

MOTION: A motion was made by Commissioner Swanson to approve Commissioner Swanson working with a designer at Indigo Signs to refine a banner design. The motion was seconded by Commissioner Nodland and with Commissioners Connelly, Nodland, Pursley, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

Staff agreed to provide the sign company contact to Mr. Swanson.

2023 HISTORIC PRESERVATION GRANT UPDATE

There was discussion about how to use any remaining funds.

MOTION: A motion was made by Commissioner Nodland to approve the use of any remaining funds to print additional Bismarck Timeline books. The motion was seconded by Commissioner Connelly and with Commissioners Connelly, Nodland, Pursley, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

There was a consensus to send Ms. Engel and Mr. Pursley with staff to Florida for a professional development conference.

HISTORIC PRESERVATION GUIDE FOR NEIGHBORHOOD REINVESTMENT INITIATIVE

Ms. Oster stated, as noted in the agenda packet, that commissioners were asked to help create an historic preservation information guide to help support Bismarck's Neighborhood Reinvestment Initiative whose goal is to provide information to community members about preservation and rehabilitation.

There was consensus that members loved the initiative and agreed to support.

There was discussion about various aspects of the draft document included in the agenda packet including using local images and Chair Sakariassen thanked staff for the super job achieved in creating the draft.

Mr. Connelly suggested appending the document to City's website. Ms. Oster stated that it will be accessible on the Neighborhood Reinvestment Initiative (NRI) web pages, currently being reorganized.

Chair Sakariassen reiterated that there is a consensus that the document is acceptable.

UPCOMING HISTORIC PRESERVATION MONTH

Ms. Oster reminded members that May is Historic Preservation Month and, as stated in the agenda packet, this event promotes historic places, events and activities for the purpose of instilling national, regional, and local community pride and awareness of historic preservation.

There was discussion about various possible actions members could take to promote Historic Preservation Month including but not limited to an exhibit, a National Guard presentation, walking tours of historical districts, identifying examples of good rehabilitation practices in historical districts and creating a proclamation for City Commission.

Ms. Nodland and Chair Sakariassen asked if the Bismarck Historical Society has any additional information

Ms. Emily Sakariassen stated that Bismarck Founder's Day falls in May and stated that the Bismarck Historical Society is holding a fundraiser and trivia night at Laughing Sun Brewery on May 13, 2024, at 6:30 p.m. to raise awareness of Bismarck history and her organization. She asked members to support that event or build a team if interested and said that any partnership between their organizations would be welcomed.

Staff suggested a proclamation should be made for Historic Preservation Month by the next regular meeting so that it could be announced at City Commission in a timely manner.

MOTION: A motion was made by Commissioner Nodland to develop a plan for events and activities in observance of Historic Preservation Month. The motion was seconded by Commissioner Pursley and with Commissioners Connelly, Nodland, Pursley, Swanson and Chair Sakariassen voting in favor of the motion, the motion was approved.

OTHER BUSINESS

Mr. Swanson asked if a City director was on the agenda to appear next month. Ms. Oster stated that there is a speaker tentatively scheduled. Mr. Swanson asked if a representative from the Downtown Design Review Committee could present their activities. Mr. Nairn stated that Chair Christianson could be asked to present. There was consensus that members would like to invite Chair Christianson to present board activities for the Downtown Design Review Committee.

Ms. Oster stated that the Historic Preservation Survey to gauge citizens' interest in historic preservation is available on-line on the City's webpage at bismarcknd.gov and at Dakota Media Access until May 8, 2024. When asked, she stated that over 60 responses have already been made.

ADJOURNMENT

There being no further business, Chair Sakariassen declared the meeting of the Bismarck Historic Preservation Commission adjourned at 5:22 p.m. to meet again on April 17, 2024, at 3:00 p.m. in the Tom Baker Meeting Room.

Respectfully Submitted,

Sandra Bogaczyk
Recording Secretary

Amy Sakariassen
Chair

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