



**CITY COUNCIL
MEETING AGENDA
MAY 13, 2024 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM**

City Council Meeting

Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements in accordance with the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Agenda Amendments
4. Consent Agenda

*All items listed with an asterisk (*) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in accordance with the "Council Rules of Procedure". In such event, the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.*
5. Recognitions - Presentations
 - A. MoorHeart Recognition: AARP Free Income Tax Assistance Volunteer Preparers
 - B. Presentation: Class of 2024 Citizens Government Academy
 - C. Proclamation: Older American Month 2024
6. Approve Minutes
 - A. April 22, 2024 Meeting Minutes
7. Citizens Addressing the Council (Time Reserved: 15 Minutes)

During "Citizens Addressing the Council", the Mayor will invite residents to share issues, concerns and opportunities. Individuals must limit their comments to three minutes. The Mayor may limit the number of speakers on the same issue in the interest of time and topic. Individuals should not expect the Mayor or Council to respond to their comments tonight.
8. *Mayor and Council Appointments
9. Public Hearings (5:45 pm)

During "Public Hearings", the Mayor will ask for public testimony after staff and/or applicants make their presentations. The following guidelines are in place to ensure an efficient, fair, and respectful hearing; limit your testimony to three minutes and to the matter under consideration; the Mayor may modify times, as deemed necessary; avoid repeating remarks or points of view made by previous speakers. The use of signs, clapping, cheering or booing or any other form of verbal or nonverbal communication is not allowed.

 - A. Public Hearing to Consider Reduction in Public Transit Service Hours on MATBUS and MAT Paratransit to Become Effective July 1, 2024
 - B. Resolution to Approve Changes in Public Transit Service Hours for MATBUS and MAT Paratransit Effective July 1, 2024

- C. Public Hearing Relating to Proposals to Adopt the Redevelopment Plan for the Downtown Moorhead Development Project and to Establish the Tax Increment Financing Plan for Tax Increment Financing (Redevelopment) District No. 31 (Downtown Moorhead Redevelopment Project)
- D. Resolution Establishing the Downtown Moorhead Development Project TIF
- 10. Economic Development
 - A. *Resolution Finding that Construction of a New Office/Shop Building Located at 4111 34 Ave S is Consistent with the Protective Covenants of MCCARA Third Addition with Variance
- 11. Engineering Department
 - A. *Resolution to Award Bid for the 2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (Eng. No. 24-A2-02)
- 12. Community Development Department
 - A. *Resolution to Approve Minor Subdivision – 406 Horn Avenue - Parcel 58.102.1810
 - B. *Resolution to Approve Conditional Use Permit for Excavation and Development in Floodway and Flood Fringe at Clay County Ditch No 41 (Snakey Creek)
 - C. *Resolution to Approve Vacation of a portion of 1st Avenue S Right-of-Way in Schreiber's Addition
 - D. *Resolution to Approve Preliminary and Final Plat relating to Moorhead Downtown Addition
- 13. Administration
 - A. *Resolution to Approve Budget Adjustment #24-014 Related to the Cost of Updating the Transit Development Plan
 - B. *Resolution to Approve Legal Services Agreement with Ohnstad Twichell, PC
- 14. Mayor and Council Reports
- 15. City Manager Reports
- 16. Executive Session
 - A. Closed Executive Session pursuant to Minn. Stat. § 13D.05 subd. (a) for the purpose of conducting the City Managers Annual Performance Evaluation*
**At the next regular City Council meeting, the Mayor in accordance with Minn. Stat. § 13D.05 subd. (a) will present a summary of the performance evaluation of the City Manager*
- 17. New Business
- 18. Adjourn



City Council Communication

May 13, 2024

SUBJECT:

MoorHeart Recognition: AARP Free Income Tax Assistance Volunteer Preparers

RECOMMENDATION:

The Mayor and City Council are asked to recognize and honor the AARP Free Income Tax Assistance Volunteer Preparers with the MoorHeart award.

BACKGROUND/KEY POINTS:

The MoorHeart award recognizes individuals and organizations that go above and beyond to demonstrate community within our City by their actions and service. A team of volunteers from City boards and commissions selects award recipients who are recognized at City Council meetings. The MoorHeart selection committee chose to recognize AARP Free Income Tax Assistance Volunteers because of their continued dedication to assisting Moorhead residents with taxes each year.

AARP's certified volunteer tax preparation services ensure that all Moorhead residents have access to assistance in navigating taxes while also providing educational resources for everyone.

Hope Their, the City of Moorhead's Senior Center Director, wrote in the nomination:

The certified IRS volunteers begin training months ahead of time. Once tax season starts, these volunteers work four days per week in Moorhead and prepare and electronically file over 1,000 income tax returns in the two and one-half month tax season. In 2024 alone, they completed 353 tax returns (242 clients were over 60 years old) at the Moorhead Senior Center and 666 tax returns (436 clients were over 60 years old) at the Moorhead Public Library. There were a total of 17 volunteers at the Moorhead sites in 2024, and 9 to 11 volunteers assisted citizens at each location site. In addition to providing tax services, some volunteers generously bring refreshments for taxpayers to enjoy while they wait. Several of the volunteers have served more than 5 years each, including Harold Vanderbush who has volunteered for 20 years.

By offering personalized guidance, this free tax services ensures that people in Moorhead and neighboring communities can maximize tax refunds and credits. The certified IRS volunteers that come together to provide this valuable service shine with MoorHeart generosity.

Thank you, AARP, for providing this exceptional service to members of our community year after year. Your work highlights the Moorhead spirit, and we thank you!

The MoorHeart award is commemorated with a piece of art commissioned from local artist, Dennis Krull especially for this purpose.

As you learn of others in our community doing great things, large and small, please consider submitting a nomination. Information on nominating others for MoorHeart consideration is found at cityofmoorhead.com.



City Council Communication

May 13, 2024

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Not Applicable

Submitted By:

Dan Mahli, City Manager
Lisa Bode, Governmental Affairs Director
Kelly Kuntz, Communications Coordinator

Attachments:

OFFICIAL PROCLAMATION
Older Americans Month 2024

***Whereas,** May is Older Americans Month, a time for us to recognize and honor older adults in the City of Moorhead and their immense influence on every facet of American society; and*

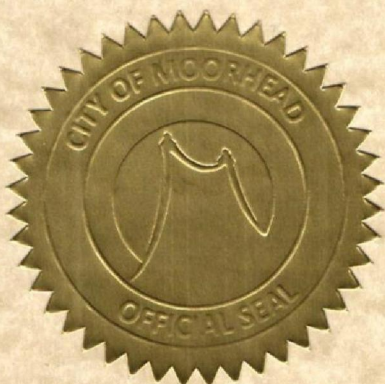
***Whereas,** through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and*

***Whereas,** older Americans improve our communities through intergenerational relationships, community service, civic engagement, and many other activities; and*

***Whereas,** communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and*

***Whereas,** Moorhead must ensure that older Americans have the resources and support needed to stay involved in their communities — reflecting our commitment to inclusivity and connectedness; and*

***NOW, THEREFORE, BE IT RESOLVED,** that I, Shelly Carlson, Mayor of the City of Moorhead, Minnesota, do hereby proclaim May 2024 as Older Americans Month and call upon all residents to join me in recognizing the contributions of our older citizens and promoting programs and activities that foster connection, inclusion, and support for older adults.*



Shelly A. Carlson
Mayor of Moorhead



**CITY COUNCIL
MEETING MINUTES
APRIL 22, 2024 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM**

1. Call to Order and Roll Call

Roll call of the members was made as follows:

Present: Council Member: Ryan Nelson
Council Member: Matthew Gilbertson
Council Member: Heather Nesemeier
Council Member: Laura Caroon
Council Member: Deb White
Council Member: Sebastian McDougall
Council Member: Chuck Hendrickson
Mayor: Shelly Carlson

Absent: Council Member: Larry Seljevold

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

Motion to Approve Consent Agenda made by Heather Nesemeier and seconded by Deb White

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Seljevold

5. Recognitions - Presentations

6. Approve Minutes

A. April 8, 2024 Meeting Minutes

Motion to Approve April 8, 2024 Meeting Minutes made by Ryan Nelson and seconded by Laura Caroon

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Seljevold

7. Citizens Addressing the Council (Time Reserved: 15 Minutes)

8. *Mayor and Council Appointments

9. Public Hearings (5:45 pm)

- A. Public Hearing to Consider Actions Relating to 2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (Eng. No. 24-A2-02)

Motion to Open Public Hearing Public Hearing to Consider Actions Relating to 2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (Eng. No. 24-A2-02) made by Heather Nesemeier and seconded by Laura Caroon

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Seljevoll

City Engineer Tom Trowbridge presented the final wearing course for the Meadows Golf Course parking lot improvement project.

Motion to Close Public Hearing Public Hearing to Consider Actions Relating to 2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (Eng. No. 24-A2-02) made by Chuck Hendrickson and seconded by Heather Nesemeier

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Seljevoll

- B. Resolution to Order Improvements and Declare Intent to Assess the Final Wearing Course and Meadows Parking Lot Improvements (Eng. No. 24-A2-02)

Motion to Approve Resolution to Order Improvements and Declare Intent to Assess the Final Wearing Course and Meadows Parking Lot Improvements (Eng. No. 24-A2-02) made by Laura Caroon and seconded by Sebastian McDougall

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Seljevoll

10. Engineering Department

- A. *Resolution to Award Bid for the 2024 Wastewater Treatment Facility Roof Replacement Project (Eng. No. 24-06-03)
- B. *Resolution to Order the Engineer's Report for Moorhead Center Mall Redevelopment – Street & Utility Improvements (Eng. No. 24-A6-02)

11. Community Development Department

- A. Resolution to Approve Minor Subdivision - 650 Center Avenue - Parcel 58.520.4101

City Manager Dan Mahli shared information on the minor subdivision of 650 Center Avenue on parcel 58.3520.4101.

Motion to Approve Resolution to Approve Minor Subdivision - 650 Center Avenue - Parcel 58.520.4101 made by Deb White and seconded by Heather Nesemeier

Motion Passed

For: 6; Nelson, Nesemeier, Caroon, White, McDougall, Hendrickson

Against: 0

Abstain/Recuse: 1; Gilbertson

Absent: 1; Seljevold

- B. *Approve Resolutions related to the future site of the Moorhead Community Center Library (MCCL)
- C. *Resolution to Approve Minor Subdivision - 450 Center Avenue – Parcels 58.520.4100, 58.575.1270, 58.575.1280, 58.999.0013
- D. *Resolution to Approve Land Transfer from MCM Development, LLC to City of Moorhead – 420 Center Avenue 27 and 29 - Parcels 58.575.1270 and 58.575.1280

12. Police Department

- A. *Resolution to Enter Into a Grant Agreement with the Minnesota Department of Public Safety, Office of Justice Programs for Receipt of Youth Intervention Program Funds

13. Moorhead Public Service

- A. Resolution to Approve Electric Fund Transfer Agreement for 2024-2026 with Moorhead Public Service

City Manager Dan Mahli shared information on the extension of a transfer agreement between the City of Moorhead and Moorhead Public Service. The transfer agreement has been in place since 2014. The agreement is seen as a reasonable and predictable approach for determining the Electric Division's transfer payment to the general fund, delivering energy reliably, and making budgets and financial forecasting clearer. The Moorhead Public Service Commission approved the transfer agreement on April 16, The term runs until December 31, 2026.

Motion to Approve Resolution to Approve Electric Fund Transfer Agreement for 2024-2026 with Moorhead Public Service made by Chuck Hendrickson and seconded by Sebastian McDougall

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, McDougall, Hendrickson

Against: 0

Abstain/Recuse: 0

Absent: 1; Seljevold

14. Public Works

- A. *Resolution to Approve the 2024 Cass County Vector Control Larval Mosquito Control Agreement

15. Administration

- A. Resolution to Authorize Agreement with JLG Architects for Architectural and Engineering Services for the City Hall Renovation/City Plaza Project and Approve Budget Adjustment #24-013

Assistant City Manager Mike Rietz updated the City Council on plans to renovate Moorhead City Hall and develop a civic plaza. A Request for Qualifications resulted in four submissions. The review committee unanimously recommends JLG Architects. Principal Architect Rob Remark was available to discuss and answer questions.

Motion to Approve Resolution to Authorize Agreement with JLG Architects for Architectural and Engineering Services for the City Hall Renovation/City Plaza Project and Approve Budget Adjustment #24-013 made by Laura Caroon and seconded by Heather Nesemeier

Motion Passed

For: 7; Nelson, Gilbertson, Nesemeier, Caroon, White, McDougall, Hendrickson

Against: 0

Abstain/Recuse: 0

Absent: 1; Seljevoll

- B. *Resolution to Approve Off-Site Gambling Permit to Moorhead Youth Hockey Association on October 03, 2024
- C. *Resolution to Enter into Cooperative City Prosecution Services Agreement
- D. *Resolution to Approve Budget Adjustment #24-012 and Authorize Amendment #1 to Contract with KLJ Inc. for Transit Reorganization Study

16. Mayor and Council Reports

Council member White congratulated Moorhead Human Rights Commission Chair Siham Amedy on being named a YWCA Women of the Year. Council member White attended a West Central Initiative Economic Development Board meeting to discuss housing. Council member White also thanked the Concordia student body for their participation in a Meet Your Ward 3 Council Member event at Concordia College.

Council member Nelson stated the Red River Regional Dispatch Center construction project continues with plans to open bids on May 9.

Council member Hendrickson attended the FM Rotary's Recital With A Cause fundraiser and mentioned awe in the talent on display in the region.

Council member Gilbertson thanked the City of Moorhead Assessing team for its work on property valuations leading up to the Board of Appeals and Equalization meeting on April 18.

Council member Nesemeier stated West Central Initiative is hosting a 'Going Local' event to discuss activating people in rural communities. Council member Nesemeier also attended the Red River Spring Market at MSUM.

Mayor Carlson presented at the Chamber of Commerce's Women in Business event and toured Down Home, a non-profit organization that provides furniture and home decor to families moving out of homelessness. Mayor Carlson participated in story time at the Moorhead Public Library and attended the MSUM Red Flame Gala. She thanked President Downs for his inspiring message to the community. Mayor Carlson also attended a pre-meeting for the upcoming Honor Flight that transports American Veterans to Washington DC as a recognition and thank you for their service and sacrifice.

17. City Manager Reports

City Manager Mahli shared there is a tree workshop on April 22 at 6:00 at the Moorhead Public Library called Emerald Ash Borer Solutions & Smart Tree Choices. City Forester Trent Wise is a speaker. Moorhead Forestry is also hosting a tree planting event in mid-May. Information and details are being development and will be shared citywide.

Moorhead Cleanup Days are scheduled May 6 to May 17. The Clay County Resource Recovery Center is also accepting materials free of charge beginning April 29 to May 18 for residents. The Resource Recovery Center will remain open Saturday May 4 and May 18 from 8:00 am to 4:00 pm for household debris. There is no change for Moorhead and Clay County residents.

City Manager Mahli shared that as part of Minnesota GreenStep Cities, Moorhead collects sustainability data and a variety of metrics as a baseline for improvement. The data includes information on walking/biking infrastructure, transit options, food, water, renewable energy, solid waste, comprehensive planning, and more. Right now, Moorhead is the only community in the metro that is benchmarking energy use in public buildings. City Manager Mahli stated Moorhead has been notified that it will be recognized as a Step 5 GreenStep City at the League of Minnesota Cities' Annual Conference in Rochester in June.

18. Executive Session

19. New Business

20. Adjourn

Meeting adjourned at 6:04pm

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

The proceedings of this meeting are digitally recorded and are available for public review.



City Council Communication

May 13, 2024

SUBJECT:

Public Hearing to Consider Reduction in Public Transit Service Hours on MATBUS and MAT Paratransit to Become Effective July 1, 2024

RECOMMENDATION:

The Mayor and City Manager are asked to conduct a public hearing and subsequently consider approval of reducing service hours on MATBUS Fixed Routes and MAT Paratransit to end at 10:15 p.m. rather than 11:15 p.m., Monday through Saturday, effective July 1, 2024 (contingent upon approval by the City of Fargo):

BACKGROUND/KEY POINTS:

The Cities of Moorhead and Fargo are considering service changes to operating hours to become effective July 1, 2024. In addition, Fargo is considering other route changes to Routes 13, 15, 32W, 33 and 36.

The MATBUS system has over the past three years enacted various temporary reductions in service hours to provide consistent, and reliable service levels in the face of a long-term driver shortage. In addition, MATBUS has seen changing ridership patterns post COVID-19, with rides dropping from 1.8 million in 2019 to 1.2 million rides in 2023. MATBUS is proposing to make a portion of the previously enacted temporary service changes permanent, allowing MATBUS to provide levels of service based on current ridership demands while addressing long-term driver shortages and a decrease in federal funding due to new allocation formulas applied to the Fargo-Moorhead urbanized area. Moorhead's ridership data for 2023 by the hour is provided on the following page.

Per Moorhead's "Fare and Service Change Policy" approved on September 10, 2018, the proposed changes meet the definition of "major change" and require a public hearing. Notices of the proposed changes, informational meetings and public hearings were published in the FM Extra and provided to passengers by posting notices at the Ground Transportation Center (GTC), posting on the MATBUS website, sending a Moorhead eNotification and a rider alert email, placing a display board at the GTC and through social media. Ridership data was displayed at the GTC, and comment sheets were available.

An open house informational meeting was held on May 6, 2024, from 4-6 pm at the GTC to gather public comments and input. As of May 7, comments were received from 17 people, of which four were related to service hours, asking not to reduce hours on Saturday or on Paratransit. After receiving public input on the proposed route/service changes, an adjustment was made to the public notice. Previously, Saturday service hours were proposed to permanently end at 8:15 p.m. This was updated to propose that Saturday service will end at 10:15 p.m. instead. This service hour change would take place when sufficient drivers are available and when Fargo can arrange for an alternative restroom location for routes using the



City Council Communication

May 13, 2024

West Acres hub (the mall closes at 8 p.m. on Saturdays). A summary of the comments received is attached.

Transit administrative staff will continue to temporarily suspend the following services in Moorhead until such time as sufficient drivers are consistently available to reinstate these hours (expected to be in late August 2024):

- Saturday service hours on MATBUS Fixed Routes and MAT Paratransit between 8:15 p.m. and 10:15 p.m.
- Reduced frequency from 15-minutes to 30-minutes on Route 2 during the MSUM academic year from 2:30-6:30 p.m., Monday-Friday.

FINANCIAL CONSIDERATIONS:

The decrease in revenue hours will provide some cost savings in the 2024 Mass Transit budget. However, with the potential implementation of the Transit Reorganization Study at year-end, other expenses may occur to offset that savings.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Lisa Bode, Governmental Affairs Director
Lori Van Beek, Transit Manager

Attachments: Public Comments



City Council Communication

May 13, 2024

2023 Ridership	Route 1	Route 2	Route 3	Route 4	Route 5	Route 6	Route 9	Total by Time Period	Percentage of Ridership
6:00am - 6:29am	840	545	893	1,379	788	20		4,465	1.19%
6:30am - 6:59am	1,541	911	980	1,663	734	626		6,455	1.72%
7:00am - 7:29am	2,580	2,255	2,037	2,999	1,536	129	645	12,181	3.25%
7:30am - 7:59am	1,792	1,709	1,631	3,199	1,269	615	209	10,424	2.78%
8:00am - 8:29am	2,157	1,889	1,580	2,860	1,567	68	272	10,393	2.77%
8:30am - 8:59am	1,747	1,862	1,487	2,884	1,588	699	35	10,302	2.75%
9:00am - 9:29am	2,005	2,354	1,724	4,512	1,595	49	249	12,488	3.33%
9:30am - 9:59am	1,883	2,188	1,662	3,420	1,737	581	31	11,502	3.07%
10:00am - 10:29am	2,308	3,281	1,815	3,150	1,952	54	272	12,832	3.42%
10:30am - 10:59am	2,081	2,347	1,872	4,300	1,645	623	42	12,910	3.44%
11:00am - 11:29am	2,643	1,713	1,755	4,640	1,925	41	283	13,000	3.47%
11:30am - 11:59am	2,154	2,403	1,622	4,524	1,716	655	34	13,108	3.50%
12:00pm - 12:29pm	1,491	2,506	1,818	4,547	2,140	58	504	13,064	3.49%
12:30pm - 12:59pm	2,379	3,042	2,241	4,811	2,252	839	82	15,646	4.17%
1:00pm - 1:29pm	2,640	2,893	2,007	4,756	1,786	87	413	14,582	3.89%
1:30pm - 1:59pm	2,774	3,536	1,897	4,612	1,313	664	186	14,982	4.00%
2:00pm - 2:29pm	2,765	3,325	2,175	4,469	1,649	93	403	14,879	3.97%
2:30pm - 2:59pm	2,985	3,574	2,255	4,692	1,558	686	167	15,917	4.25%
3:00pm - 3:29pm	2,823	3,741	1,796	4,607	1,924	78	529	15,498	4.13%
3:30pm - 3:59pm	3,676	3,429	1,540	4,494	1,909	682	152	15,882	4.24%
4:00pm - 4:29pm	3,340	3,382	1,744	6,059	2,053	82	480	17,140	4.57%
4:30pm - 4:59pm	3,383	3,929	2,010	4,133	1,746	718	194	16,113	4.30%
5:00pm - 5:29pm	2,851	3,962	1,737	3,245	1,963	82	509	14,349	3.83%
5:30pm - 5:59pm	2,911	2,717	1,775	3,633	1,464	594	100	13,194	3.52%
6:00pm - 6:29pm	3,004	1,920	1,750	3,843	1,377	196	61	12,151	3.24%
6:30pm - 6:59pm	1,755	2,376	1,516	3,101	1,277	63		10,088	2.69%
7:00pm - 7:29pm	1,390	2,310	1,333	2,665	1,015	6		8,719	2.33%
7:30pm - 7:59pm	1,981	2,002	1,094	2,357	947	3		8,384	2.24%
8:00pm - 8:29pm	1,715	1,915	1,211	2,266	909			8,016	2.14%
8:30pm - 8:59pm	1,634	1,915	861	1,843	865			7,118	1.90%
9:00pm - 9:29pm	1,455	1,574	805	1,530	733			6,097	1.63%
9:30pm - 9:59pm	690	682	434	616	360			2,782	0.74%
10:00pm - 10:29pm	34	43	56	26	30			189	0.05%
Total by Route	71,407	78,230	51,113	111,835	47,322	9,091	5,852	374,850	100%



City Council Communication

May 13, 2024

2023 Saturday Ridership	Route 1	Route 2	Route 3	Route 4	Route 5	Route 6	Route 9	Total by Time Period	Percentage of Ridership
7:15am - 7:29am	200	88	181	345	92	-	50	956	1.82%
7:30am - 7:59am	261	178	199	429	163	95	19	1,344	2.56%
8:00am - 8:29am	208	176	187	439	214	6	29	1,259	2.40%
8:30am - 8:59am	222	255	216	448	253	62	4	1,460	2.78%
9:00am - 9:29am	265	287	228	655	219	2	31	1,687	3.21%
9:30am - 9:59am	294	341	241	478	223	108	7	1,692	3.22%
10:00am - 10:29am	290	401	258	490	250	9	44	1,742	3.32%
10:30am - 10:59am	325	336	277	620	248	93	12	1,911	3.64%
11:00am - 11:29am	431	270	243	762	284	4	36	2,030	3.86%
11:30am - 11:59am	234	368	231	701	219	81	8	1,842	3.51%
12:00pm - 12:29pm	195	394	290	681	338	1	56	1,955	3.72%
12:30pm - 12:59pm	385	423	364	641	397	126	13	2,349	4.47%
1:00pm - 1:29pm	461	455	292	654	266	11	63	2,202	4.19%
1:30pm - 1:59pm	472	577	184	630	101	91	32	2,087	3.97%
2:00pm - 2:29pm	479	567	260	585	130	9	51	2,081	3.96%
2:30pm - 2:59pm	486	622	301	653	207	81	14	2,364	4.50%
3:00pm - 3:29pm	483	591	302	649	254	3	51	2,333	4.44%
3:30pm - 3:59pm	441	577	247	541	221	83	15	2,125	4.05%
4:00pm - 4:29pm	459	506	292	875	271	9	77	2,489	4.74%
4:30pm - 4:59pm	372	563	345	572	226	79	17	2,174	4.14%
5:00pm - 5:29pm	394	531	277	521	250	7	88	2,068	3.94%
5:30pm - 5:59pm	439	385	338	546	190	61	10	1,969	3.75%
6:00pm - 6:29pm	471	317	284	668	187	2	23	1,952	3.72%
6:30pm - 6:59pm	244	380	266	460	147	-	-	1,497	2.85%
7:00pm - 7:29pm	170	379	256	421	118	-	-	1,344	2.56%
7:30pm - 7:59pm	296	328	196	383	165	-	-	1,368	2.60%
8:00pm - 8:29pm	225	360	210	363	129	-	-	1,287	2.45%
8:30pm - 8:59pm	277	318	169	307	149	-	-	1,220	2.32%
9:00pm - 9:29pm	230	382	151	300	126	-	-	1,189	2.26%
9:30pm - 9:59pm	126	134	98	114	67	-	-	539	1.03%
10:00pm - 10:15pm	1	5	9	2	-	-	-	17	0.03%
Total by Route	9,836	11,494	7,392	15,933	6,104	1,023	750	52,532	100%

**PUBLIC COMMENTS RECEIVED
ROUTE & SERVICE CHANGES
MAY 2024**

Comments received through email, social media and at GTC on evening and Saturday service hours:

- I work on Sat. If you change the hours it means I will need to have to leave work earlier then I do. That's not fair.
- Please have buses running at least an hour later than now.
- Really, really hope Saturday service hours will not be made permanent.
- Do not reduce Paratransit hours! My name is Jillian, and I moved to the Fargo Moorhead area a month ago. I am a Paratransit Rider. I tried to schedule a ride to be there tonight, but there were no times available. While I have not had a lot of experience using Paratransit since I moved here yet, I believe reducing hours would be doing a disservice to Riders and the community. It will affect our ability to work, spend time with friends and family and just be in the community. As I gain familiarity with Fargo Moorhead, I am excited to explore new places and meet new people. Trying to schedule some of my rides already three or four days in advance can be a difficult process. I want to have the option of going to later movies, socializing and doing parts of my job in the community later if I want to. The article in the Fargo Inforum states that the hours would be reduced to 6:15 a.m. to 10:15 p.m. Monday through Friday, and 7:15 a.m. to 8:15 p.m. Saturdays. For Paratransit users that actually would add another half an hour to 45 minutes reduction due to the current scheduling method. That would mean I can only be in the community between 6:45 a.m. and 9:45 p.m. Monday through Friday and 7:45 a.m. and 7:45 p.m. Saturdays. to me, that sends a message, that I, along with other paratransit riders, are not as welcome in the community as those who don't use MAT bus services, or those who do, but still have options of taxis, Uber, Lyft, or simply getting rides with other people.
- So MATBUS is extending your service to 10:15 p.m., instead of 9:15 p.m., while your ridership continues to decline?

Comments received through email, social media and at the GTC on Route cancellations and frequency reductions:

- NDSU Circulator Routes: No comments were received on elimination of Routes 32W and 36 or reducing frequency on Route 33.
- Do not change Route 15 from 15 min to 30 min. Already some of the drivers tend to be late and then have to skip that route time turning it into 30 min. People rely on every 15 min for route #15.
- Would Route 13 continue running every 30 minutes during the summer or would that change back running every 60 minutes. Response: This public hearing is just making portions of the current schedule permanent. Route 13 will continue with 30-minute weekday and 60-minute Saturdays year round.
- The proposed change would reduce Route 13 from 30-minute service to 60-minute service on Saturdays only.

Comments received through email, social media and at GTC unrelated to the Route and Service Changes Proposed:

- Add bus shall stop to Route 14 at Elliott Place, 4462 30th Ave S Fargo, instead of walking to bus stop and no shelter is very cold and wet.
- Don't reduce routes. Increase 14: to twice an hour. 11: to twice an hour.
- Although it wouldn't be hard to adjust to, I am a mature, responsible, sane, normal, smart person that worked all her life before she got disabled and maintained self care, I believe if we change it to 30 min bus rides on the 15 it will cause more entitlement, unsafe conditions for passengers and riders more violence yellin, etc. so please keep that in mind it is scary enough frankly with these losers that expect everything handed to them don't work and steal everything u own while getting everything handed to them & done for them while trashing our city getting dumber & dangerous and I who have worked since I was forced 2 quit due 2 injury at 31 & get disability gets everything stolen from her by him verbally & physically assaulted and not sitting(?) any help! Plz help!
- It's very easy for the disabled to get stranded in your city. 1. "Tree Lane Blowed(?)" by Landscape aka builders. 2. Calls for "help" when injured after could go unnoticed. 3. Hard time learning how to get (illegible).
- Lousy Transit System. Poor customer service. Inaccurate information on Routes. Buses don't show up. Too many missed connections. Dump Julie B. & get someone who cares.
- Would like Route #16 returned to Sat. I miss Route #16 on Saturdays. It's a very helpful route instead of Mhd Rt 1 & 3 or Rt. 24 to Cash Wise out there. Does Rt #18 go to Cash Wise in SW Fargo by Parkway? Please leave the other routes the way are. We all like those routes.
- The driver was nice & polite. Thank you! Jesus (heart) you!
- Can the HUB implement more security to mitigate exposure to drug consumption on premises? Alcohol bottles, needles, mem etc. paraphernalia. Thank you!
- One of my major concerns is that the buses need to leave the Marriott exactly on the dot. For example they need to leave at 12:30 p.m. not 12:27 p.m. This has led to a lot of people missing the bus because they go past the bus stops too early. This continues to be an issue.
- So keep screwing everyone. Gotcha.

Comments from Informational Meeting at GTC on May 6, 2024:

- You need to post paper public hearing notices inside the buses for those without computers.
- Return Routes 11/14 to 30-minute service all day.
- Return Route 16 service on Saturdays.
- I like that 11/14 are interlined, as this provides a one-seat ride to medical appointments.
- Moorhead hasn't cut service frequency from their routes and have reduced MSUM service.
- Reduce shuttle service to NDSU and allocate those drivers to the Fixed Routes to address the driver shortage. General public service should have the priority.
- Have you considered that the driver shortages is related to how the drivers are treated by First Transit and lack of good benefits? Find other alternatives or companies.
- Consider removing the Route 14 loop off of 32nd Avenue S.
- Return Route 13 frequency to 30-minutes.
- Add a few routes on Sundays. You have two buses on Paratransit on Sundays.
- Hire more dispatchers to cover after 7 p.m.
- Return Route 15 to 15-minute frequency.

- Do not reduce any morning service hours.
- Community events run later than the buses; need later service to Scheel's Arena, Red Hawks, Fargo Dome, LaCrosse games.
- Do not replace the fixed routes with on-demand Tapride, as not everyone has a computer or Smartphone.
- On-demand service to the industrial park and Amazon doesn't work well due to shift work.
- For storm cancellations, need to update the website and the GTC phone message earlier (the day before).
- Shelters are not clean - especially the one on 13th Ave. S. by Wendy's. Remove garbage more frequently.
- The times listed in the shelters have not been updated with the temporary suspensions. Passengers are not aware that routes are ending early.
- MATBUS needs to be dependable with their timetables and consistent service hours.

Responses to Comments from Informational Meeting at GTC on May 6, 2024:

- We will post notices of the public hearings in the bus this week to provide one-week notice to those without computers who haven't noticed the display at the GTC.
- Fargo does plan to return frequency to Routes 11/14, Route 16 Saturdays, Route 13 and Route 15 as drivers become available (by late August).
- NDSU purchases service from Fargo, similar to Dilworth purchasing from Moorhead and West Fargo purchasing from Fargo. NDSU does not own buses. NDSU has requested service reductions to some of the circulator routes, such as 32W and 33.
- It is more difficult to reduce frequency on Moorhead routes, due to interlining and connections at the Marriott hub.
- First Transit (or Transdev) has a contract for service through 2024 with a one-year option for 2025. Transdev is looking at ways to show more appreciation to employees through picnics. Wages were increased in 2024 and a pay differential was added for evening and weekend hours. More drivers are applying for jobs and we hope to have sufficient staff to reinstate some service in late-August.
- The Route 14 loop off of 32nd Avenue serves apartments and has good ridership; we would not reduce service to this area.
- MATBUS was moving towards implementing Sunday service before the COVID-19 Pandemic. However, ridership patterns and business openings have changed. Also, we would need to add staff to the garage, dispatch, driver supervision, etc., which is cost prohibitive at this time.
- In the 2025 budget request, Fargo has again asked for Dispatch staff to cover full operating hours.
- We have no plans to reduce morning hours.
- Regarding storm cancellation notices, MATBUS has signed up with WDAY and KVLV to post service cancellations online.
- MATBUS will monitor the shelter cleaning and look at frequency of garbage collection.
- MATBUS will change the times listed in shelters for temporary service changes that are expected to last longer than a brief detour.

RESOLUTION

Resolution to Approve Changes in Public Transit Service Hours for MATBUS and MAT Paratransit Effective July 1, 2024

WHEREAS, due to a continued driver shortage, public transit service enacted various temporary reductions in service hours to provide consistent and reliable service levels on MATBUS and MAT Paratransit, including evening hours between 10:15 p.m. to 11:15 p.m.; and

WHEREAS, subsequent to the COVID-19 pandemic, public transit has seen changing ridership patterns, as many businesses continue to close earlier in the evening, resulting in lower demand in the late evening; and

WHEREAS, a public informational meeting was held on May 6, 2024, to receive public input on proposed changes in service hours, whereby comments received were considered for the final recommendation to elected officials;

WHEREAS, a public hearing was held on May 13, 2024, to receive public input on the final recommendations;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, contingent upon approval by the City of Fargo, that hereby approve reducing service hours on MATBUS and MAT Paratransit to end at 10:15 p.m. rather than 11:15 p.m., Monday through Saturday, effective July 1, 2024.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead that Transit administration may continue to temporarily suspend service on Saturdays from 8:15 p.m. to 10:15 p.m. until such time as sufficient drivers are available to reinstate these hours.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

May 13, 2024

SUBJECT:

Public Hearing Relating to Proposals to Adopt the Redevelopment Plan for the Downtown Moorhead Development Project and to Establish the Tax Increment Financing Plan for Tax Increment Financing (Redevelopment) District No. 31 (Downtown Moorhead Redevelopment Project)

RECOMMENDATION:

The Mayor and City Council are asked to hold a public hearing and consider, upon the unanimous recommendation of the Moorhead Economic Development Authority, and Moorhead Planning Commission related to land use, a resolution establishing the Downtown Moorhead Development Project; approving and accepting the Redevelopment Plan for Downtown Moorhead Development Project; and establishing Tax Increment Financing (Redevelopment) District No. 31 (Downtown Moorhead Development Project) and approving the Tax Increment Financing Plan therefor.

BACKGROUND/KEY POINTS:

Tax Increment Financing (TIF) is a tool to assist with financing eligible costs of a redevelopment with the incremental new taxes generated by a development so long as agreed upon development terms are met. Mikaela Huot, Baker Tilly, has provided a complete description of the TIF Plan and Redevelopment Project in the attached memo.

On May 6, 2024, the Moorhead Economic Development Authority (EDA) reviewed and recommended approval of a redevelopment plan for the Downtown Moorhead Development Project and Tax Increment Financing Plan for Tax Increment Financing District No. 31 (Downtown Moorhead Development Project).

On May 6, 2024, the Moorhead Planning Commission reviewed the Downtown Moorhead Development Project and Tax Increment Financing Plan for Tax Increment Financing District No. 31 (Downtown Moorhead Development Project) and found it to be consistent with the 2022 Comprehensive Plan as adopted by the City.

A copy of the full TIF plan may be viewed at: <https://cityofmoorhead.com/business/incentive-programs/tax-increment-financing>

FINANCIAL CONSIDERATIONS:

The proposed financial assistance is based on known TIF-qualifying expenses which have already been incurred, anticipated TIF-qualifying expenses, and financial assumptions based on future phased development projects.

Voting Requirements: 3/4 of Council (6)



City Council Communication

May 13, 2024

Submitted By:

Dan Mahli, City Manager

Derrick LaPoint, President/CEO, Downtown Moorhead Inc.

Amy Thorpe, Economic Development Program Administrator

Attachments: Baker Tilly Memo, General Location Map, Draft Resoluion

Memo

To: City of Moorhead City Council Members
Dan Mahli, Mike Rietz, Kristie Leshovsky, Jenica Flanagan, Amy Thorpe
Derrick LaPoint, Downtown Moorhead Incorporated

From: Mikaela Huot, Director

Date: May 13, 2024

Subject: Redevelopment Plan for Downtown Moorhead Redevelopment Project Area
and Tax Increment Financing Plan for Tax Increment Financing (TIF) District
No. 31 (Downtown Moorhead Development Project)

Executive Summary

The City of Moorhead is considering the establishment of a Tax Increment Financing District ("TIF District") and Redevelopment Project Area ("Project Area") to assist with financing a portion of the costs associated with redevelopment of the approximately 19.5 acres which will span nine city blocks. The new development will transform the current site of the Moorhead Center Mall, built in the 1960's, into a redeveloped downtown area providing year-round amenities for residents and visitors to work, live, relax, learn, and be entertained. By creating an area featuring mixed-use housing and retail, recreational facilities, restaurants, the arts, convenient parking, and more the site will re-establish key streets and strengthen the connection to the river. Growth in this area will provide tremendous tax benefits for the City of Moorhead, state of Minnesota and the community.

The property qualifies for inclusion within a redevelopment tax increment financing district with at least 50% of the buildings considered 'substandard' and at least 70% of the area within the proposed district 'occupied' by buildings, streets, sidewalks, parking lots, and similar structures, etc. The TIF Plan has been drafted utilizing assumptions relative to new development uses and anticipated construction timing. The budget of tax increment revenues and estimated public costs are based on anticipated new taxable value of \$269M upon completion of the entire site. Demolition and subsequent construction of the new development is projected to start in summer 2024 and continue construction through 2030. The redevelopment project is expected to be fully constructed by December 31, 2030, and be 100% assessed and on the tax rolls as of January 2, 2031, for taxes payable 2032. The City anticipates using tax increment revenues to finance eligible extraordinary costs associated with redevelopment of the project site including acquisition, site development and eligible redevelopment costs as well as related administrative expenses.

Process for TIF District Establishment

A Tax Increment Financing District is established within a Project Area and for this project proposal the boundaries of the TIF District and Project Area are coterminous. The City and EDA are considering the establishment of the new TIF District and Project Area to facilitate redevelopment of the existing substandard buildings and surrounding area that will include a new mixed-use development. A map showing the boundaries of the proposed Tax Increment Financing District No. 31 (Moorhead Downtown Development Project) and the Downtown Redevelopment Project Area are included in the draft document included with this memorandum.

The City and EDA are proposing to adopt the Redevelopment Plan for the Downtown Moorhead Redevelopment Project pursuant to Minnesota Statutes, Section 469.001 to 469.049 and establish the Tax Increment Financing Plan for Tax Increment Financing (Redevelopment) District No. 31 (Downtown Moorhead Development Project) within the Redevelopment Project and adopt a Tax Increment Financing Plan relating thereto pursuant to Minnesota Statutes, Section 469.174 to 469.1794. Pursuant to Minnesota Statutes 469.175, Subd. 3, the City needs to make certain findings that include the following:

1. The TIF District qualifies as a redevelopment district;
2. The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future;
3. The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for development of the Project Area by private enterprise; and
4. The TIF Plan conforms to general plans for development of the City as a whole.

The City Council will hold a public hearing on Monday, May 13, 2024 to consider approval of the TIF District and Redevelopment Project Area, after making the findings outlined above. Multiple steps are followed to allow for establishment of a tax increment financing district and project area, including notifications to the County and School District, Planning Commission review and approval (as specific to establishment of project area), EDA review and approval, publication of a public hearing notice, and the holding of a public hearing. Notices have been sent to the County Commissioner on April 12 (with 30-day notice waiver received) and County and School Board (draft TIF Plan and fiscal and economic impacts) on Friday, April 12. EDA review and approval was 6 at 11:45am followed by the Planning Commission review later that same day on May 6. Publication of the hearing notice for the TIF District creation was Thursday, May 2 in The Fargo Moorhead Extra newspaper. The public hearing to consider this project is Monday, May 13, 2024. The public hearing date is the time in which City Council would take any public comment, and after the hearing, consider the adoption of a resolution approving the TIF District and Project Area.

Project Qualifications

To establish the area identified as a Redevelopment TIF District, the project as proposed will need to qualify for inclusion within a redevelopment TIF District. Redevelopment districts are a type of tax increment financing district in which one or more of the following conditions exists and is reasonably distributed throughout the district:

- (1) parcels comprising at least 70% of the area of the district are occupied by buildings, streets, utilities, paved or gravel parking lots, or other similar structures and more than 50% of the buildings, not including outbuildings, are structurally substandard requiring substantial renovation or clearance. A parcel is deemed "occupied" if at least 15% of the area of the parcel contains buildings, streets, utilities, paved or gravel parking lots, or other similar structures.
- (2) the property consists of vacant, unused, underused, inappropriately used, or infrequently used railyards, rail storage facilities, or excessive or vacated railroad right-of-ways; or
- (3) tank facilities, or property whose immediately previous use was for tank facilities, as defined in section 115C.02, subdivision 15, if the tank facilities:
 - (i) have or had a capacity of more than 1,000,000 gallons;
 - (ii) are located adjacent to rail facilities; and
 - (iii) have been removed or are unused, underused, inappropriately used, or infrequently used.

For districts consisting of two more noncontiguous areas, each area must individually qualify under the provisions listed above, as well as the entire area must also qualify as a whole. The TIF District qualifies as a redevelopment district in that it meets all of the criteria listed in (1) above. The supporting facts and documentation for this determination will be retained by the City and EDA for the life of the TIF District. An analysis was completed by Braun Intertec Corporation to make this determination.

Recommended Action Item

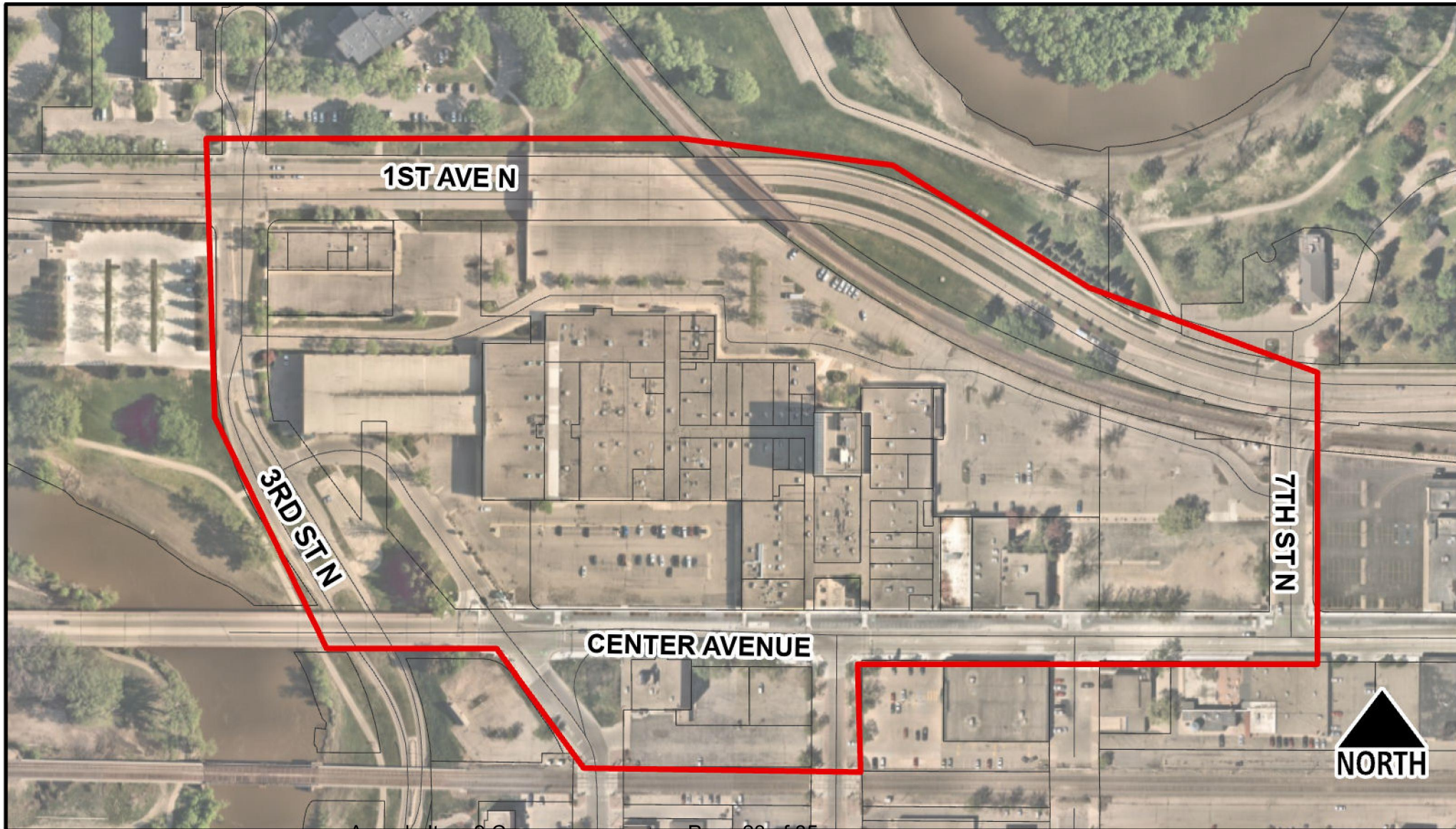
The City Council is being asked to hold a public hearing to allow for any public comments, followed by consideration of approval of the Downtown Moorhead Redevelopment Project Area and adoption of a Redevelopment Plan and establishment Tax Increment Financing District No. 31 (Downtown Moorhead Development Project) and adoption of the TIF Plan. A Master Development Agreement that will include the provisions of TIF and potential terms of assistance between the EDA and developer will be considered later.

Thank you for the opportunity to be of assistance to the City of Moorhead. Please contact me at 651-223-3036 or mikaela.huot@bakertilly.com with any questions or to discuss.



GENERAL LOCATION MAP

MCM REDEVELOPMENT PROJECT
Proposed TIF District Boundary



RESOLUTION

Resolution Establishing the Downtown Moorhead Development Project; Approving and Accepting the Redevelopment Plan for Downtown Moorhead Development Project; and Establishing Tax Increment Financing (Redevelopment) District No. 31 (Downtown Moorhead Development Project) and Approving the Tax Increment Financing Plan Therefor

WHEREAS, it has been proposed that the Moorhead Economic Development Authority (the "Authority") establish the area for the Downtown Moorhead Development Project (the "Redevelopment Project"); approve and accept the proposed Redevelopment Plan for Downtown Moorhead Development Project (the "Redevelopment Plan"), dated May 6, 2024; establish Tax Increment Financing (Redevelopment) District No. 31 (Downtown Moorhead Development Project) (the "TIF District") therein; and approve and accept the proposed Tax Increment Financing Plan for Tax Increment Financing (Redevelopment) District No. 31 (Downtown Moorhead Development Project), dated May 6, 2024, for the TIF District (the "TIF Plan"), all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.001 through 469.047, Sections 469.048 through 469.068, and Sections 469.174 through 469.1794 (the "Act"), Laws of Minnesota 1986, Chapter 341 and the Home Rule Charter of the City of Moorhead, Minnesota (the "City"); and

WHEREAS, the Authority considered the establishment and adoption of the Redevelopment Project, Redevelopment Plan, the TIF District, and the TIF Plan at its meeting on May 6, 2024, and recommended the same to the City Council through the submission of an application; and

WHEREAS, the Planning Commission considered the Redevelopment Project, Redevelopment Plan, the TIF District, and the TIF Plan at its meeting on May 6, 2024, and found the Redevelopment Plan and the TIF Plan conform to the general plans for development and redevelopment of the City as a whole and recommended the same to the City Council for its approval; and

WHEREAS, the proposed Redevelopment Plan and the proposed TIF Plan (collectively, the "Plans") have been prepared and are presented for the City Council's consideration; and

WHEREAS, the City has performed all actions required by law to be performed prior to the establishment of the Redevelopment Project and the establishment of the TIF District therein, and the adoption of a proposed Redevelopment Plan and TIF Plan therefor, including, but not limited to, notification of Clay County and Independent School District No. 152 having taxing jurisdiction over the property to be included in the TIF District and the holding of a public hearing upon published and mailed noticed as required by law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Moorhead as follows:

1. Redevelopment Plan Findings. The City finds, determines, and declares with respect to the Redevelopment Plan:

(a) The City hereby finds that the land in the Redevelopment Project would not be made available for redevelopment without the financial aid to be sought.

(b) The City further finds the Redevelopment Plan will afford maximum opportunity, consistent with the needs of the City as a whole, for the redevelopment of the Redevelopment Project and adjacent areas by private enterprise.

(c) The City further finds the Redevelopment Plan conforms to the general plan for the development or redevelopment of the City as a whole.

(d) The City further finds that the Redevelopment Plan is intended and, in the judgment of the City, its effect will be to promote the public purposes and to accomplish the objectives specified in the Redevelopment Plan for the Redevelopment Project.

2. Redevelopment Project. There is hereby established in the City of Moorhead the Redevelopment Project, the initial boundaries of which are fixed and determined as described in the Redevelopment Plan.

3. Redevelopment Plan. The proposed Redevelopment Plan for the Redevelopment Project is adopted as the redevelopment plan for the Redevelopment Project. A copy of the Redevelopment Plan will be on file in the office of the City Manager.

4. TIF District. There is hereby established in the City of Moorhead within the Redevelopment Project, the TIF District, the initial boundaries of which are fixed and determined as described in the TIF Plan.

5. TIF Plan. The TIF Plan is adopted as the TIF Plan for the TIF District, and the City Council makes the following findings:

(a) The TIF District is a redevelopment district as defined in Minnesota Statutes, Section 469.174, Subd. 10.

(b) In the opinion of the City, the proposed development would not reasonably be expected to occur through private investment within the reasonably foreseeable future. The reasons supporting this finding are:

(i) The project area qualifies for inclusion within a redevelopment tax increment financing district with at least 50% of the buildings considered 'substandard' and at least 70% of the area within the proposed district 'occupied' by buildings, streets, sidewalks, parking lots, and similar structures, etc. The City anticipates using tax increment revenues to finance eligible extraordinary costs associated with redevelopment of the project site including acquisition, site development and eligible redevelopment costs as well as related administrative expenses. The City's finding is based on the analysis of the project pro forma and other materials submitted to the City by the developer and the findings of the Moorhead Economic Development Authority in the TIF Plan. These documents have indicated that the TIF District contains properties whose values are too low to pay for the public services required or rendered and properties whose lack of use or improper use has resulted in stagnant or unproductive land that could otherwise contribute to the public health, safety, and welfare. The City finds that the TIF District properties cannot be developed without public participation and assistance in various forms including property acquisition and/or write-down, proper planning, the financing of development costs associated with clearance, grading and soils correction, and the making of various other public and private improvements necessary for development. The developer has indicated in communications with the City and submitted financial data that the development as proposed would not move forward without tax increment assistance.

(c) The TIF Plan conforms to the general plan for development or redevelopment of the City as a whole. The reasons supporting this finding are:

(i) The Planning Commission of the City has found the TIF Plan consistent with the general plan for development of the City as a whole and will generally complement and serve to implement policies adopted in the City's comprehensive plan.

(d) The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of the Redevelopment Project area by private enterprise. The reasons supporting this finding are:

(i) Through the implementation of the TIF Plan, the City will provide an impetus for the construction of public improvements and other facilities on or for the benefit of said property, thereby promoting and securing the development of other land within the project area. By creating an area featuring mixed-use housing and retail (including rental and ownership opportunities for various income levels), recreational facilities, restaurants, the arts, convenient parking, and more the site will reestablish key streets and strengthen the connection to the river. Growth in this area will provide tremendous tax benefits for the City, State of Minnesota, and the community.

6. Public Purpose. The adoption of the Redevelopment Plan for the Redevelopment Project and the adoption of the TIF Plan for the TIF District therein conform in all respects to the requirements of the Act and will help fulfill a need for development within the City and the Redevelopment Project area in order to provide employment and housing opportunities, to improve the local tax base, and to improve the general economy of the City and the State.

7. Certification. The Auditor of Clay County is requested to certify the original net tax capacity of the TIF District as described in the TIF Plan and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act. The City Manager is authorized and directed forthwith to transmit this request to the County Auditor in such form and content as the County Auditor may specify, together with a list of all properties within the TIF District for which building permits have been issued during the eighteen (18) months immediately preceding the adoption of this Resolution.

8. Filing. The City Manager is further authorized and directed to file a copy of the Redevelopment Plan and TIF Plan for the TIF District with the Commissioner of Revenue and the Office of the State Auditor.

9. Administration. The administration of the Redevelopment Project is assigned to the City Manager who shall from time to time be granted such powers and duties as the City Council may deem appropriate.

10. Governing Law. This Resolution will be governed by, and construed and enforced in accordance with, the laws of the State of Minnesota.

11. Electronic Signature. The electronic signature of a party on this Resolution will be as valid as an original signature of such party and will be binding. For purposes hereof: (i) "electronic signature" means a manually signed original signature that is then transmitted by electronic means; and (ii) "transmitted by electronic means" means sent in a form of a facsimile or sent via the internet as a portable document format ("pdf") or other replicating image attached to an electronic mail or internet message.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

Michelle (Shelly) A. Carlson, Mayor

ATTEST:

Christina Rust, City Clerk



City Council Communication

May 13, 2024

SUBJECT:

Resolution Finding that Construction of a New Office/Shop Building Located at 4111 34 Ave S is Consistent with the Protective Covenants of MCCARA Third Addition with Variance

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution, upon the unanimous recommendation of the MCCARA Development Control Board, to construct a multi-phased project which includes a new office, shop, and warehouse building located at 4111 34 Ave S. (58.420.0040 – Tract 1-A) as consistent with the Industrial Standards and Protective Covenants of MCCARA Third Addition.

BACKGROUND/KEY POINTS:

The MCCARA Development Control Board (DCB) met on April 24, 2024, to review the request of Vision Rentals, leasing to MinKo Construction, to construct a 18,220 square foot office and shop building, with unique architectural features. The building will include a lobby/reception area, conference room, workroom, breakroom, and offices. It will also have a large shop area, mezzanine, and warehouse. A future phase of the project includes another 9,000 square foot building.

A variance for the minimum building site coverage was approved to allow for phased construction and future expansion.

According to the recorded covenants, the City Council has the authority for final approval.

Sale of city-owned land was approved on November 27, 2023 (2023-1127-A) and the real estate closing will occur on or before June 1, 2024.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

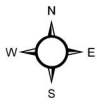
Amy Thorpe, Economic Development Program Administrator

Attachments:

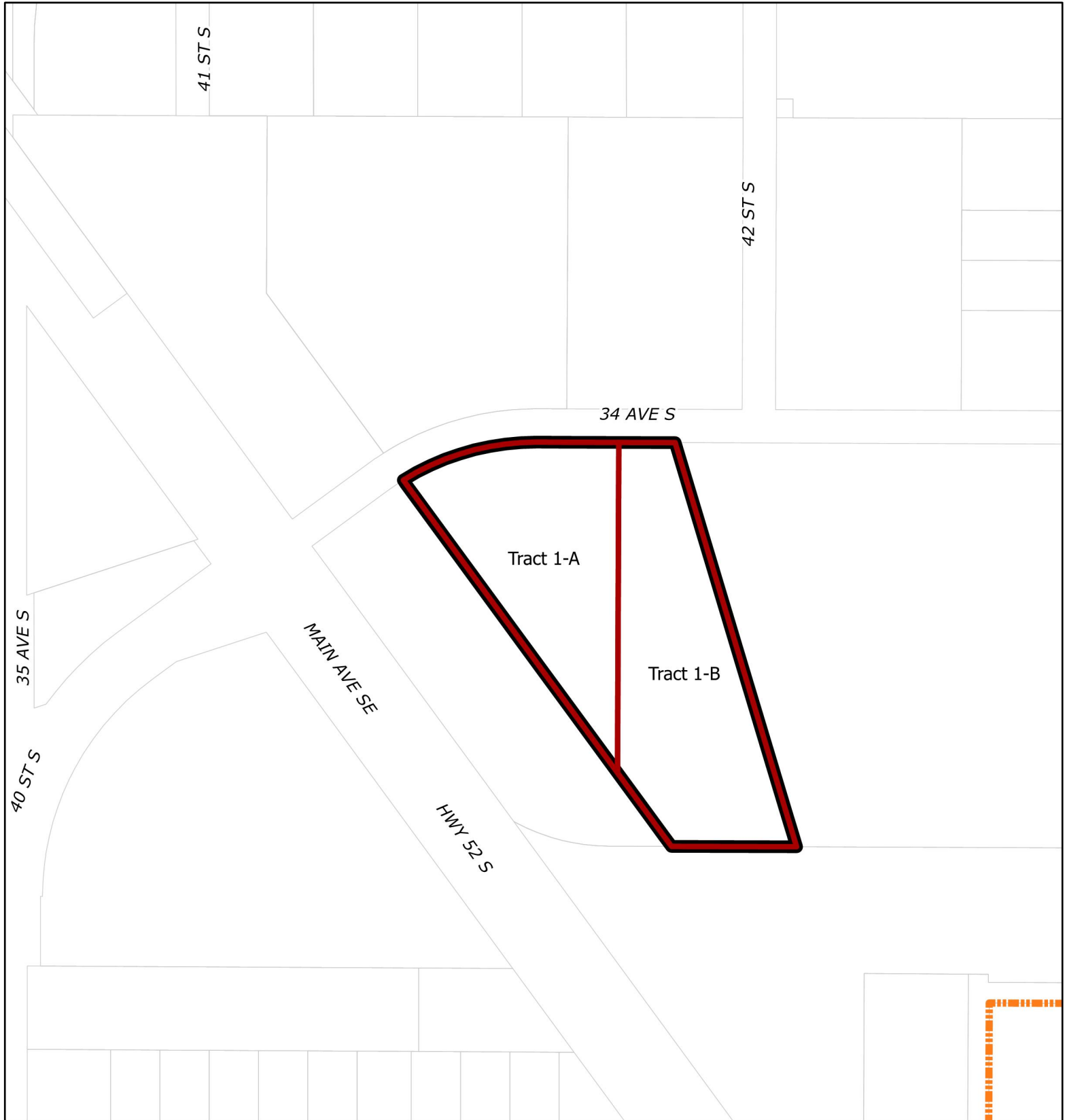
Draft Resolution

General Location Map

Site Plan, Floor Plan, and Building Elevation

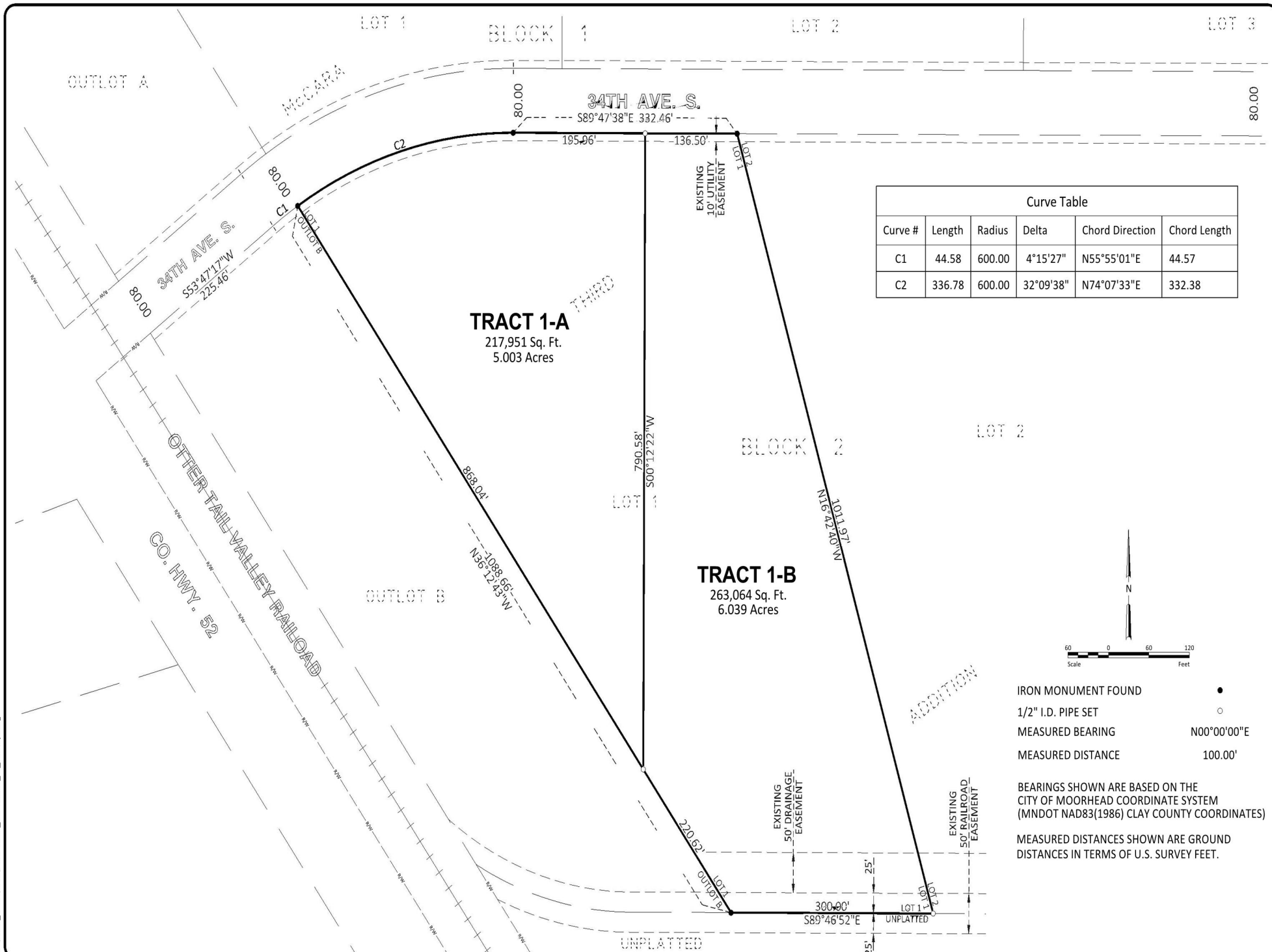


General Location Map
4111 34th Ave S
58.420.0040



-  Existing Parcel
-  New Parcels

H:\JAN\6000\6019\6019_0157\CAD\6019_0157_Certificate_of_Survey.dwg



IRON MONUMENT FOUND
1/2" I.D. PIPE SET
MEASURED BEARING N00°00'00"E
MEASURED DISTANCE 100.00'

BEARINGS SHOWN ARE BASED ON THE
CITY OF MOORHEAD COORDINATE SYSTEM
(MNDOT NAD83(1986) CLAY COUNTY COORDINATES)

MEASURED DISTANCES SHOWN ARE GROUND
DISTANCES IN TERMS OF U.S. SURVEY FEET.

No. Revision		Date	By	I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly licensed professional engineer in the State of Minnesota.		Page 30 of 85		Drawn by Date 2-12-24		CITY OF MOORHEAD LOT 1, BLOCK 2, McCARA THIRD ADDITION CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA		CERTIFICATE OF SURVEY		SHEET	
				Curtis A. Skarphol MN LS No. 42303		2-12-2024		Checked by Date 2-12-24				PROJECT NO. 6019-0157		1 OF 2	
								Scale AS SHOWN							

DESCRIPTION - TRACT 1-A:

That part of Lot 1, Block 2, McCara Third Addition, City of Moorhead, Clay County, Minnesota, described as follows:

BEGINNING at the most westerly corner of said Lot 1, said corner being on a curve, concave southeasterly, radius 600.00 feet; thence easterly, along said curve and along the northwesterly and northerly line of said Lot 1, for a distance of 336.78 feet, central angle 32°09'38", chord bearing N74°07'33" East; thence South 89°47'38" East, on a tangent to said curve and along the northerly line of said Lot 1, for a distance of 195.96 feet; thence South 00°12'22" West for a distance of 790.58 feet to a point of intersection with the southwesterly line of said Lot 1; thence North 36°12'43" West, along the southwesterly line of said Lot 1, for a distance of 868.04 feet to the POINT OF BEGINNING.

Said tract contains 5.003 acres, more or less, and is subject to easements as may be of record.

DESCRIPTION - TRACT 1-B:

Lot 1, Block 2, McCara Third Addition, City of Moorhead, Clay County, Minnesota, LESS the following described tract:

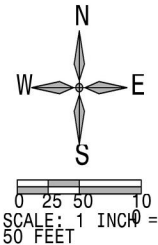
BEGINNING at the most westerly corner of said Lot 1, said corner being on a curve, concave southeasterly, radius 600.00 feet; thence easterly, along said curve and along the northwesterly and northerly line of said Lot 1, for a distance of 336.78 feet, central angle 32°09'38", chord bearing N74°07'33" East; thence South 89°47'38" East, on a tangent to said curve and along the northerly line of said Lot 1, for a distance of 195.96 feet; thence South 00°12'22" West for a distance of 790.58 feet to a point of intersection with the southwesterly line of said Lot 1; thence North 36°12'43" West, along the southwesterly line of said Lot 1, for a distance of 868.04 feet to the POINT OF BEGINNING.

Said tract contains 6.039 acres, more or less, and is subject to easements as may be of record.

M:\MIN\60016019\6019-0157\CAD\6019-0157_Certificate_of_Survey.dwg

		I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer in the State of Minnesota.			Drawn by pfc85	Date 2-12-24	CITY OF MOORHEAD LOT 1, BLOCK 2, McCARA THIRD ADDITION CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA	CERTIFICATE OF SURVEY PROJECT NO. 6019-0157	SHEET 2 OF 2
No.	Revision	Date	By Curtis A. Skarphol MN LS No. 42303		Checked by CAS	Scale -			

Agenda Item 10.A:



LOT DESCRIPTION
PROPERTY ADDRESS: 4111
34TH AVE S
MCCARRAS 3RD ADDITION
LOT 1 BLOCK 2
MOORHEAD, MINNESOTA
56560

REQUIRED SETBACKS
ZONE: LT (LIGHT
INDUSTRIAL) 10'
REAR: 10'
INTERIOR: 5'
SIDE: 10'
STREET
SIDE AREA: 217,688 SF
(5.00 ACRES)
TOTAL AREA: 46,571 SF
(1.06 ACRES)

PARKING REQUIREMENTS:
OFFICE PARKING
REQUIREMENT:
2 SPACE FOR EVERY
1,000 SF
STORAGE PARKING
REQUIREMENT:
1 SPACE FOR EVERY
1,000 SF
GROUP PARKING
REQUIREMENT:
1 SPACE FOR EVERY
1,000 SF
TOTAL 320 SF = 11
BUILT IN SPACES 36
STALLS
PARKING PROVIDED: 36
STALLS
ACCESSIBLE PARKING
PROVIDED: 2 STALLS

SYMBOL LEGEND:
NEW 5 ACRE
PROPERTY LINE
NEW
PAVEMENT
NEW
BUILDINGS
AREA
NEW GRAVEL
AREA

MBN
ENGINEERING
MECHANICAL *
ELECTRICAL * CIVIL
503 7TH ST. N.,
SUITE 200
FARGO, ND
781.478.6336
FAX:
701.478.6340

YHR
PARTNERS
MINKO
CONSTRUCTION
OFFICE / SHO
P
MOORHEAD,
MINNESOTA

NOT FOR CONSTRUCTION

SITE PLAN

MBN JOB #: 23-285
DATE: 11-14-23

C
2

Project No. : 202331-01

[illegible]



OFFICE AND SHOP

MOORHEAD, MINNESOTA

KEYNOTES

PROJECT INFORMATION

NAME: MINKO OFFICE AND SHOP

ADDRESS: 4111 15TH AVENUE SOUTH

MOORHEAD, MN 56560

APPLICABLE CODES:

2020 MINNESOTA BUILDING CODE

REMODELING/ADDITION

Yes No

New Building ? X

Addition ? X

Significant for One Hour Construction ? X

Alter Space ? X

Occupancy Classifications: GROUP B + GROUP S-1

Type of Construction: FRAM & WOOD FRAMED

CONSTRUCTION / TYPE VB

Number of Stories: 2 STORIES

ALLOWABLE AREA & HEIGHT CALCULATIONS

Allowable Building Height:

40'-0"

Actual Building Height:

30'-0"

Total Allowable Floor Area:

S-1: 5,500 SF + B: 3,500 SF

Apply for Open Area Increase:

S-1: 5,500 SF B-1: 11,900 SF

ACTUAL FLOOR AREA

FLOOR: FIRST FLOOR SECOND FLOOR

ACTUAL: B: 6,560 SF B: 5,840 SF

S-1: 11,900 SF S-1: 9,900 SF

TOTAL: 34,315 SF

ADDITIONAL INFORMATION:

TOTAL OCC. FIRST FLOOR SECOND FLOOR

LOAD: 135 135 135 135

FUTURE REQUIREMENTS:

WATER CLOSETS DRINKING FOUNTAINS

REQUIRED: 4 REQUIRED: 1

PROVIDED: 5 PROVIDED: WATER COOLER(S)

3 URINALS PROVIDED BY OWNER

LAVATORIES SERVICE SINK

REQUIRED: 3 REQUIRED: 1

PROVIDED: 5 PROVIDED: 2

GENERAL NOTES

CODE LEGEND

FIRE BARRIER - 1 HOUR RATING

FIRE BARRIER - 3 HOUR RATING

LOAD FACTOR

OCCUPANCY LABEL

OCCUPANT LOAD

I hereby certify that this drawing, specification or report was

prepared by me or under my direct supervision and that I am a duly

Licensed Architect under the laws of the State of Minnesota.

Print Name: MARK LUNDENBERG

Signature:

Date: FEBRUARY 2024 License No. 20090

YHR PARTNERS

ARCHITECTURE | PLANNING

420 Main Avenue

Moorehead, Minnesota 56509

Telephone: (218)233-4422

PROJECT NUMBER: 202331-01

CONSTRUCTION DOCUMENTS - 03/13/24

CODE PLAN

CODE

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B OCCUPANCY S-1 OCCUPANCY

FIRST FLOOR: 107 OCC TOTAL

FIRST FLOOR CODE

1/8" = 1'-0"

B OCCUPANCY S-1 OCCUPANCY

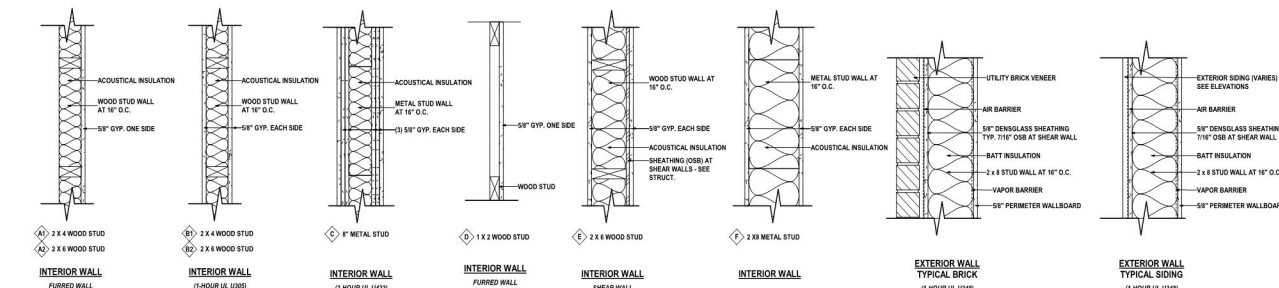
SECOND FLOOR: 28 OCC TOTAL

SECOND FLOOR CODE PLAN

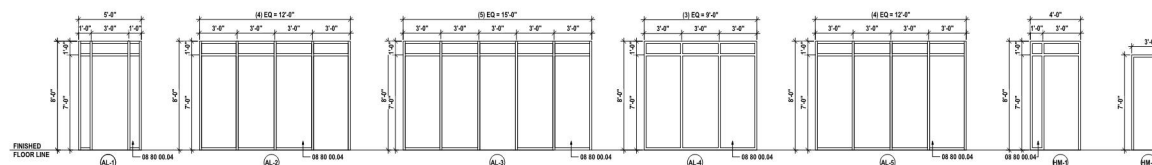
1/8" = 1'-0"

KEYNOTES

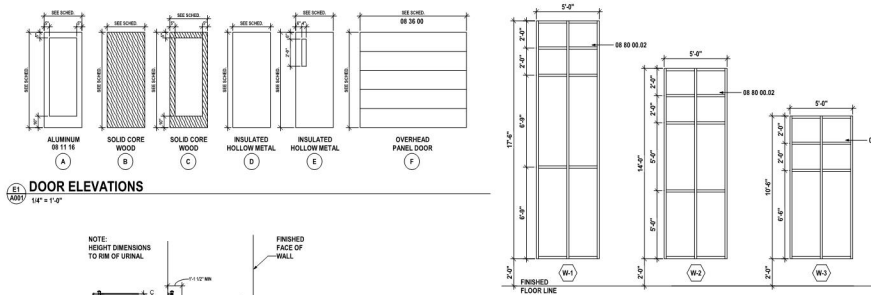
08 11 16 Aluminum Doors and Frames
08 36 00 Panel Doors
08 00 00.02 INSULATED GLASS (1" THICK, DOUBLE PANE)
08 00 00.04 LAMINATED GLASS



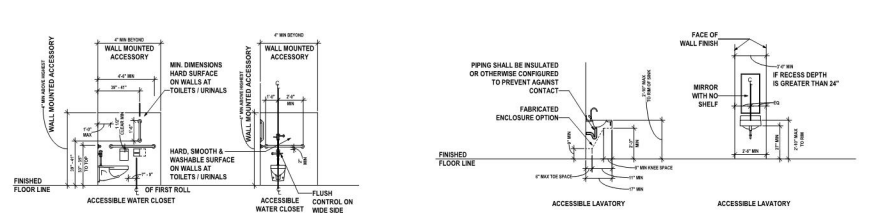
WALL TYPE LEGEND
1 1/2" = 1'-0"



FRAME ELEVATIONS
1/4" = 1'-0"

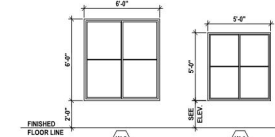


DOOR ELEVATIONS
1/4" = 1'-0"



TYPICAL TOILET ROOM MOUNTING HEIGHTS
1/4" = 1'-0"

TYPICAL SINK AND DRINKING FOUNTAIN MOUNTING HEIGHTS
1/4" = 1'-0"



WINDOW ELEVATIONS
1/4" = 1'-0"

ROOM FINISH SCHEDULE											
#	NAME	FLOOR	BASE	NORTH	EAST	SOUTH	WEST				
100	VEST	WALK OFF CARPET	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
101	LOBBY	LVT	RUBBER BASE	PAINT-2	PAINT-1	PAINT-1	PAINT-1				
102	CONFERENCE	CPY-2	RUBBER BASE	PAINT-1	PAINT-2	PAINT-1	PAINT-1				
103	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
104	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
105	SERVICE AREA	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
106	VEST	LVT	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
107	STORAGE	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
108	SHOP OFFICE	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
109	MECHANICAL/ELECTRICAL	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
110	VEST	LVT	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
111	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
112	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
113	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
114	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
115	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
116	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
117	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
118	OFFICE	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
119	RECEPTION	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
120	WET BAR	LVT	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
121	TOILET	TILE	TILE BASE	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1				
122	TOILET	TILE	TILE BASE	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1				
123	JANITOR	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
124	BRANDROOM	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
125	WORKROOM	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
126	HALLWAY	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
127	TOILET	TILE	TILE BASE	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1				
128	TOILET	SEALED CONCRETE	RUBBER BASE	FRP	FRP	FRP	FRP				
129	SHOP	SEALED CONCRETE	SEE MFR	SEE MFR	SEE MFR	SEE MFR	SEE MFR				
130	WAREHOUSE/STORAGE	SEALED CONCRETE	SEE MFR	SEE MFR	SEE MFR	SEE MFR	SEE MFR				
131	HALLWAY	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
132	STAR LANDING	CPY-1	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
133	OPEN OFFICE AREA	LVT	RUBBER BASE	PAINT-1	PAINT-2	PAINT-1	PAINT-1				
134	TOILET	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
135	MICHELLE	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
136	TOILET	TILE	TILE BASE	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1	TILE 5'-0" - PAINT-1				
137	STORAGE	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				
138	UNFINISHED SPACE	SEALED CONCRETE	RUBBER BASE	PAINT-1	PAINT-1	PAINT-1	PAINT-1				

DOOR SCHEDULE												
HARDWARE											COMMENTS	#
GLASS TYPE	HANGING	LOCK/LATCH	STOP/HOLD	TRIM/PROTECTOR	CLOSING	SEALING						
08 00 00.04	BY 08 11 16	ELECTRONIC KEY FOB	-	-	-	BY 08 11 16	101					
08 00 00.04	BY 08 11 16	PASSAGE	-	-	-	BY 08 11 16	102					
08 00 00.04	BY 08 11 16	OFFICE	-	-	-	BY 08 11 16	102A					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	104					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	106					
-	STANDARD	ELECTRONIC KEY FOB	-	-	-	SMOKE	108					
-	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	107					
-	STANDARD	OFFICE	-	-	-	SMOKE	109					
-	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	111					
-	STANDARD	ELECTRONIC KEY FOB	-	-	-	SMOKE	110					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	113					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	114					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	115					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	117					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	118					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	119					
-	STANDARD	PRIVACY	-	WOOD TRIM	-	SMOKE	121					
-	STANDARD	OFFICE	-	-	-	SMOKE	122					
08 00 00.04	BY 08 11 16	OFFICE	-	-	-	BY 08 11 16	124A					
08 00 00.04	BY 08 11 16	OFFICE	-	-	-	BY 08 11 16	124B					
-	STANDARD	PRIVACY	-	WOOD TRIM	-	SMOKE	127					
-	STANDARD	PRIVACY	-	-	-	SMOKE	128					
08 00 00.02	BY 08 36 00	ELECTRONIC KEY FOB	-	-	-	RC, TL SW, WS	132					
-	BY 08 36 00	-	-	-	-	BY 08 36 00	133					
08 00 00.02	EXTENSION	ELECTRONIC KEY FOB	-	-	-	RC, TL SW, WS	134					
-	BY 08 36 00	-	-	-	-	BY 08 36 00	135					
08 00 00.02	STANDARD	OFFICE	-	-	-	SMOKE	138					
-	BY 08 36 00	BY 08 36 00	-	-	-	BY 08 36 00	137					
-	EXTENSION	EXT LCK	-	-	-	RC, TL SW, WS	140					
-	EXTENSION	EXT LCK	-	-	-	RC, TL SW, WS	141					
08 00 00.02	EXTENSION	ELECTRONIC KEY FOB	-	-	-	RC, TL SW, WS	142					
-	BY 08 36 00	-	-	-	-	BY 08 36 00	143					
-	EXTENSION	EXT LCK	-	-	-	RC, TL SW, WS	146					
-	EXTENSION	EXT LCK	-	-	-	RC, TL SW, WS	147					
-	EXTENSION	EXT LCK	-	-	-	BY 08 11 16	200A					
08 00 00.04	STANDARD	OFFICE	-	-	-	SMOKE	200B					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	202					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	202C					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	201					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	203					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	204					
08 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	204B					
08 00 00.04	STANDARD	MP/BYPASSAGE	-	-	-	SMOKE	204C					
18 00 00.04	STANDARD	OFFICE	-	WOOD TRIM	-	SMOKE	204D					



OFFICE AND SHOP
MOORHEAD, MINNESOTA

REYNOTES

MATERIALS:

- FACE BRICK VENEER: EQUAL TO HEBRON BRICK, OPUS UTILITY
- PLAM-1: EQUAL TO WILSONART, COLOR: OILED SOAPSTONE 4882-38 (HORIZONTAL SURFACES)
- PLAM-2: EQUAL TO WILSONART, COLOR: MONTEVERD 8238-05 (VERTICAL SURFACES)
- SOLID SURFACE: EQUAL TO CORIAN, SORREL
- HOLLOW METAL FRAMES EQUAL TO CECO, 18 GAUGE WELDED FRAME
- DOORS: EQUAL TO VT INDUSTRIES - PREFINISHED RED OAK, RIFT CUT, SOLID CORE, HEAVY DUTY
- DOOR HARDWARE: EQUAL TO SCHLAGE ND SERIES. FINISH AND STYLE TO BE SELECTED. COORDINATE KEYING WITH OWNER
- ACOUSTICAL CEILING SYSTEM: EQUAL TO ARMSTRONG #76775, 24" X 24" X 3/4", ANGLED TEGULAR. COLOR WHITE. WHITE 15/16" CEILING GRID
- RB-1: JOHNSONITE, RESILIENT BASE, COVE BASE, 40 BLACK, 4" HIGH
- LVT-1: J&J FLOORING, POWER PLAY, COLOR: KNOWLEDGE 1080, SIZE 9" X 48"
- CARPET TILE-1: EQUAL TO J&J FLOORING GROUP, ANALYTIC MODULAR (STYLE 7631M); COLOR: COOL 3590; SIZE: 18"X36"
- CARPET TILE-2: EQUAL TO J&J FLOORING GROUP, ANALYTIC DIFFUSE (STYLE 7632M); COLOR: COOL RED 3597; SIZE: 18"X36"
- ENTRY MATT - EQUAL TO XXXXXXXX
- PT-1: SHERWIN WILLIAMS, SW 7668 MARCH WIND (LIGHT GRAY)
- PT-2: SHERWIN WILLIAMS, SW 6231 ROCK CANDY (WHITE)
- PT-3: SHERWIN WILLIAMS, SW 6594 POINSETTIA (RED)
- PT-4: SHERWIN WILLIAMS, SW6990 CAVIAR (BLACK) - HOLLOW METAL FRAMES
- ALL PAINT - FLAT @ CEILINGS
 - EGGSHELL @ WALLS
 - SEMI-GLOSS @ DOOR/WINDOW FRAMES
- ACOUSTICAL CEILING SYSTEM: EQUAL TO ARMSTRONG #76775, 24" X 24" X 3/4", ANGLED TEGULAR. COLOR WHITE. WHITE 15/16" CEILING GRID

FLOOR TILE:

- EQUAL TO: XXX
- STYLE - XXX
- SIZE - XXX
- COLOR - XXX
- INSTALLATION - XXX

FLOOR TILE AT PERIMETER WITH DRAINS (SEE PLAN):

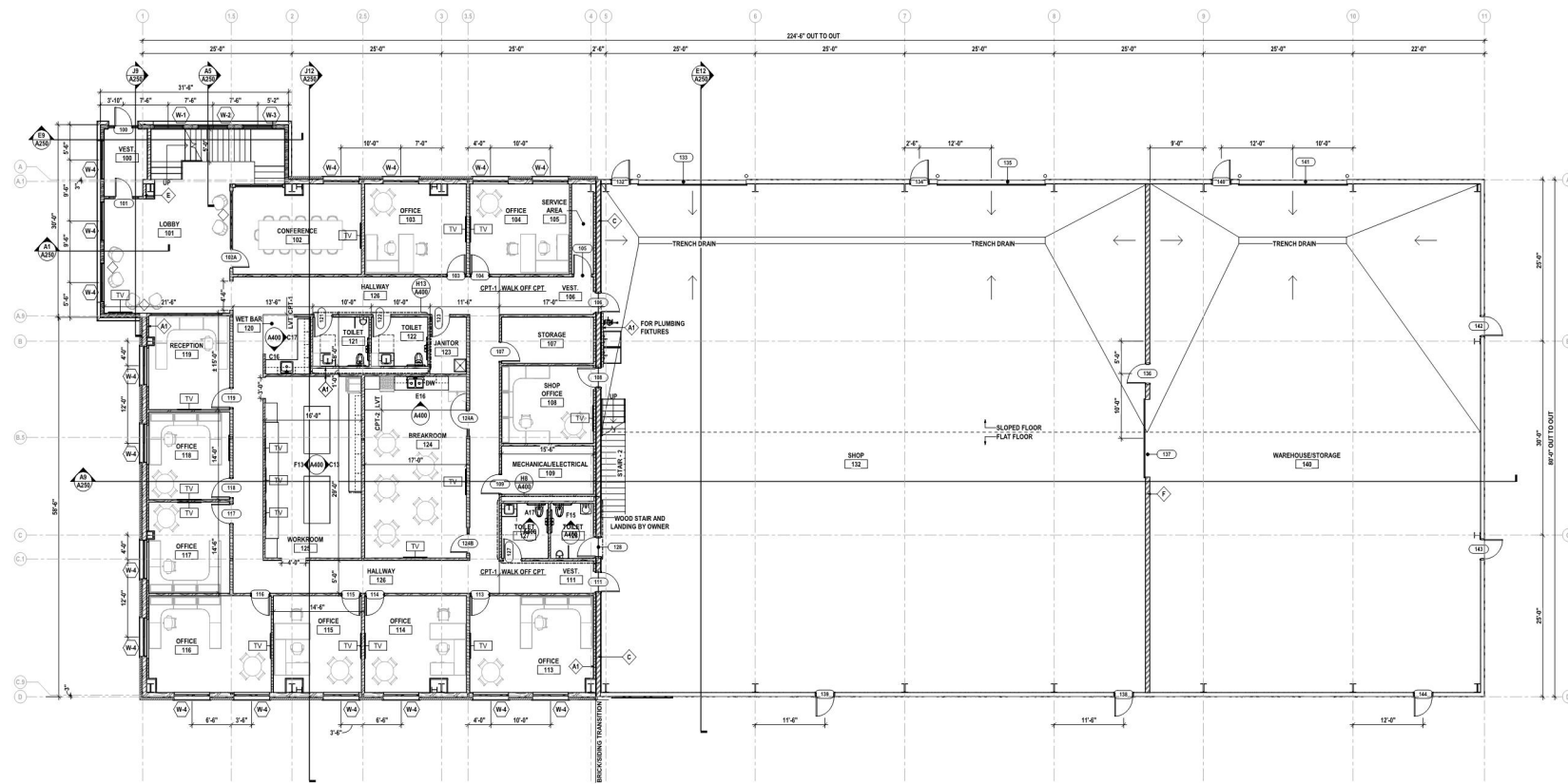
- EQUAL TO: XXX
- STYLE - XXX
- SIZE - XXX
- COLOR - XXX
- INSTALLATION - 30" OUT FROM WALL, VERIFY WITH DRAIN LOCATION

WALL TILE - FIELD:

- EQUAL TO: XXX
- STYLE - XXX
- SIZE - XXX
- COLOR - XXX
- INSTALLATION - XXX
- ACCESSORIES - EQUAL TO SCHLUTER RONDEC TRIM, STAINLESS STEEL WITH ASSOCIATED CONNECTOR TRIM, INSIDE AND OUTSIDE CORNER TRIMS

SETTING MATERIALS: EPOXY MORTAR, ANSI A118.4

GROUT - XXX



GENERAL NOTES

- NOTE 1: ALL WALLS COVERING PERM COLUMN STRUCTURE WALL TYPE 0 UNLESS OTHERWISE NOTED - COVER ALL COLUMNS TO CEILING IN OFFICE AREA
- NOTE 2: ALL WALLS TYPE B1 UNLESS OTHERWISE NOTED AND ALL COLUMN WALLS TYPE B2
- NOTE 3: ANY FURNITURE AND MILLWORK SHOWN HALF SHADE IS FOR REFERENCE ONLY
- NOTE 4: SEE PERM MANUFACTURER FOR GRT LAYOUT DETAILS

I hereby certify that this drawing, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Print Name: MARK LUNDBERG

Signature:

Date: FEBRUARY 2024

License No. 20000



ARCHITECTURE | PLANNING
420 Main Avenue
Moorhead, Minnesota 56509
Telephone: (218)233-4422

PROJECT NUMBER: 202331-01

CONSTRUCTION DOCUMENTS - 031324

FIRST FLOOR PLAN

A120

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FIRST FLOOR
1/8" = 1'-0"





OFFICE AND SHOP
MOORHEAD, MINNESOTA

KEYNOTES

GENERAL NOTES

NOTE 1:
ALL WALLS COVERING PERM COLUMN STRUCTURE WALL
TYPE D UNLESS OTHERWISE NOTED - COVER ALL COLUMNS
TO CEILING IN OFFICE AREA

NOTE 2:
ALL WALLS TYPE B1 UNLESS OTHERWISE NOTED AND ALL
COLUMN WALLS TYPE B2

NOTE 3:
ANY FURNITURE AND MILLWORK SHOWN HALF SHADE IS FOR
REFERENCE ONLY

NOTE 4:
SEE PERM MANUFACTURER FOR GIRT LAYOUT/DETAILS

I hereby certify that this drawing, specification or report was
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Print Name: MARK LUNDBERG

Signature:

Date: FEBRUARY 2024

License No. 20000



ARCHITECTURE | PLANNING
420 Main Avenue
Moorhead, Minnesota 56509
Telephone: (218) 233-4422

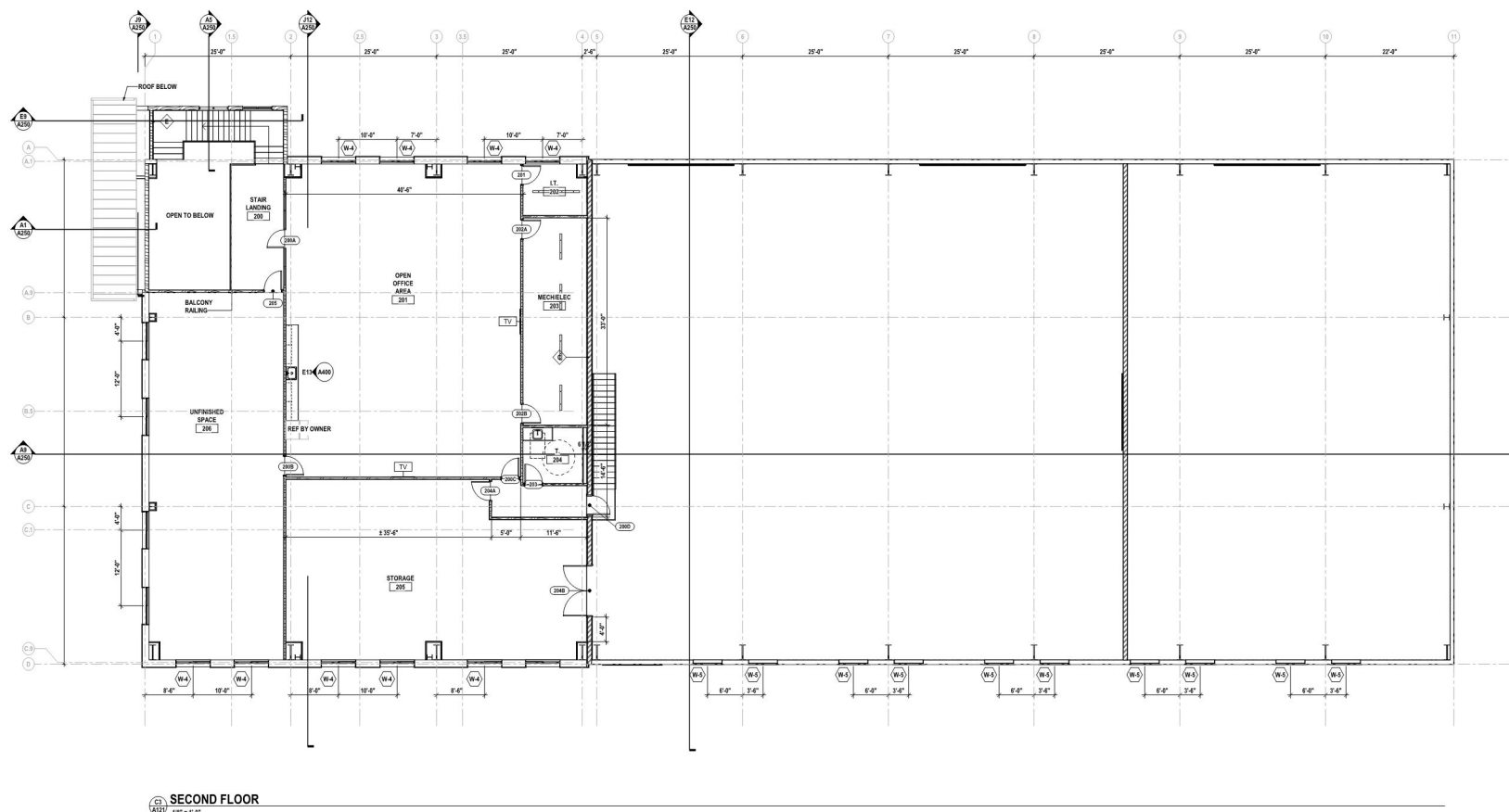
PROJECT NUMBER: 202331-01

CONSTRUCTION DOCUMENTS - 03/13/24

SECOND FLOOR PLAN

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A121

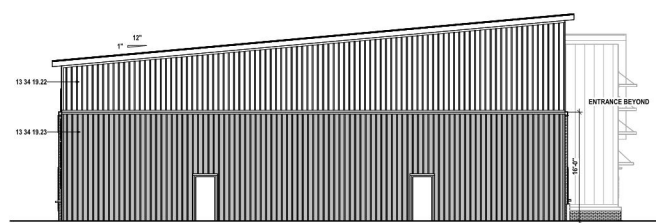


SECOND FLOOR
18'0" x 11'0"

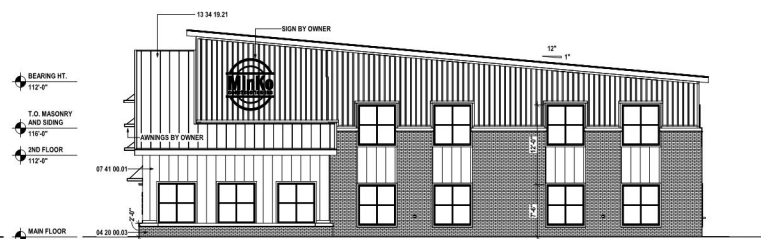


OFFICE AND SHOP
MOORHEAD, MINNESOTA

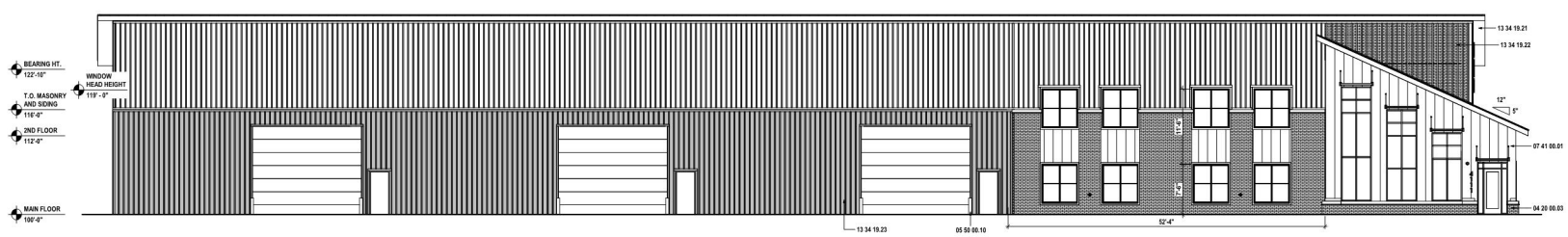
KEYNOTES	
04 20 00.03	BRICK VENEER
05 00 00.10	BOLLARD - BY OWNER
07 41 00.01	WOOD LOOK SIDING
13 34 19.21	P.E.M.B. ROOF STRUCTURE
13 34 19.22	P.E.M.B. METAL SIDING - COLOR 1
13 34 19.23	P.E.M.B. METAL SIDING - COLOR 2



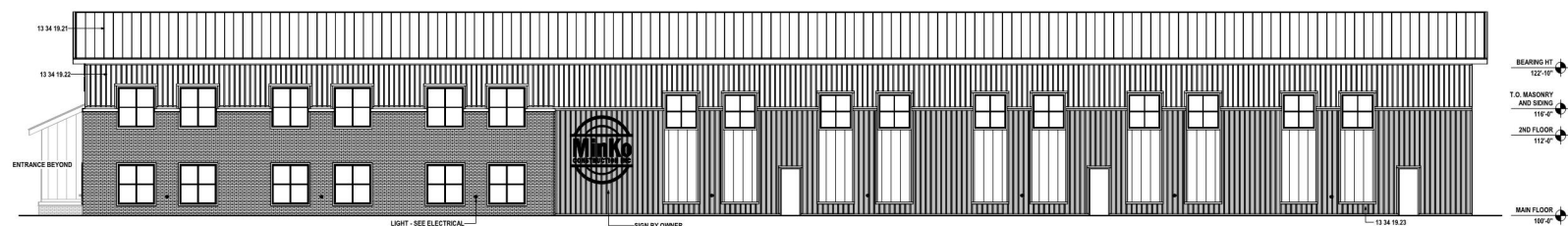
EAST ELEVATION
1/8" = 1'-0"



WEST ELEVATION
1/8" = 1'-0"



NORTH ELEVATION
1/8" = 1'-0"



SOUTH ELEVATION
1/8" = 1'-0"

GENERAL NOTES

I hereby certify that this drawing, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Print Name: - MARK LUNDBERG
Signature:
Date: FEBRUARY 2024 License No. 20000



PROJECT NUMBER: 202331-01
CONSTRUCTION DOCUMENTS - 031324

BUILDING ELEVATIONS



OFFICE AND SHOP
MOORHEAD, MINNESOTA

KEYNOTES

- 03 30 00.01 CONCRETE SLAB - SEE STRUCTURAL
- 03 30 00.03 UNDERLAYS VAPOR BARRIER
- 03 30 00.07 CONCRETE FOOTING - SEE STRUCTURAL
- 04 20 00.03 BRICK VENER
- 06 10 00.10 1/2" PLYWOOD SHEATHING
- 06 10 00.14 WOOD STUDS - SEE STRUCTURAL
- 07 20 00.01 BATT INSULATION
- 07 20 00.02 2" RIGID INSULATION
- 07 25 00.02 VAPOR BARRIER
- 07 25 00.06 AIR BARRIER
- 08 30 00.01 OVERHEAD DOOR INSULATED METAL PANEL
- 09 21 16.02 5/8" GYPSUM BOARD
- 13 34 18.04 PREFIN. METAL FLASHING/STORM
- 13 34 18.10 PRE-ENGINEERED METAL STRUCTURE
- 13 34 18.21 P.E.M.B. ROOF STRUCTURE
- 21 23 00.01 EXCAVATE AS NEEDED AND FILL BACK WITH ENGINEERED FILL

GENERAL NOTES

- NOTE 1:
SEE PEMB MANUFACTURER FOR GIRT LAYOUT/DETAILS

I hereby certify that this drawing, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

C Print Name: - MARK LUNDBERG

Signature:

Date: FEBRUARY 2024

License No. 20090



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Moorhead, Minnesota 56509
Telephone: (218)233-4422

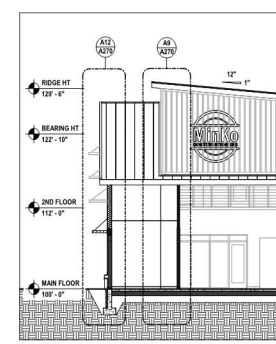
PROJECT NUMBER: 202331-01

CONSTRUCTION DOCUMENTS - 03/13/24

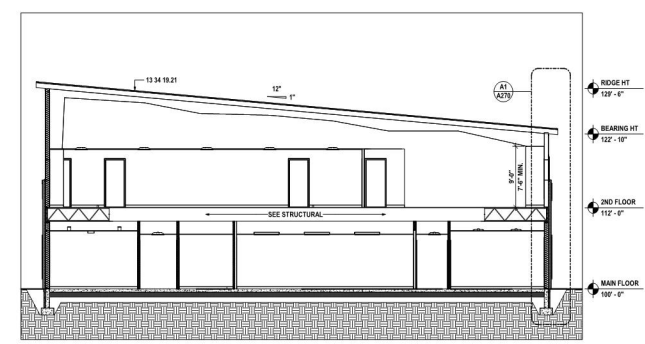
BUILDING SECTIONS

A250

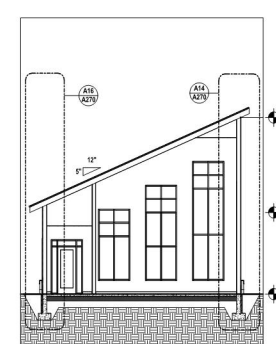
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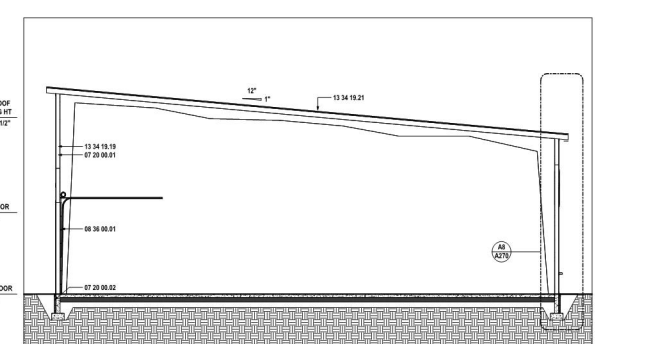
ENTRY SECTION 1
1/8" = 1'-0"



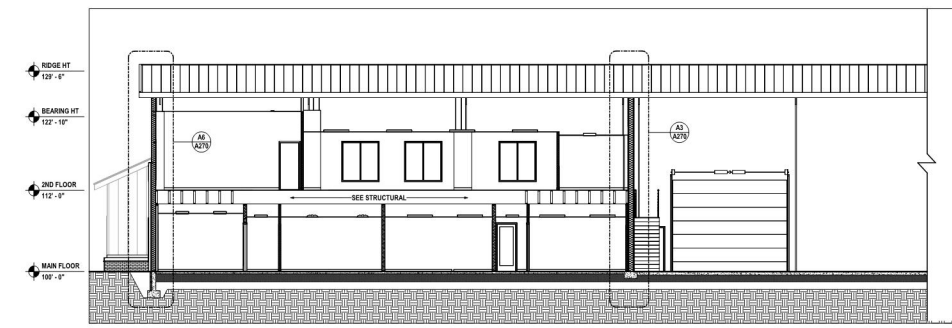
NORTH SOUTH OFFICE SECTION
1/8" = 1'-0"



ENTRY SECTION 2
1/8" = 1'-0"



NORTH SOUTH SECTION
1/8" = 1'-0"



EAST WEST SECTION
1/8" = 1'-0"



OFFICE AND SHOP
MOORHEAD, MINNESOTA

KEYNOTES

- 03 30 00.01 CONCRETE SLAB - SEE STRUCTURAL
- 03 30 00.03 UNDERLAYS VAPOR BARRIER
- 03 30 00.07 CONCRETE FOOTING - SEE STRUCTURAL
- 04 20 00.03 BRICK VENEER
- 04 20 00.04 THROUGH-WALL FLASHING
- 04 20 00.15 MOISTURE NET
- 06 10 00.10 1/2" PLYWOOD SHEATHING
- 06 10 00.14 WOOD STUDS - SEE STRUCTURAL
- 07 20 00.01 BATT INSULATION
- 07 20 00.02 3" RIGID INSULATION
- 07 25 00.02 VAPOR BARRIER
- 07 25 00.06 AIR BARRIER
- 09 21 16.01 SUSPENDED GYPSUM BOARD CEILING SYSTEM
- 09 21 16.02 5/8" GYPSUM BOARD
- 09 51 00.01 ACoustICAL CEILING TILE TYPE-1
- 13 34 19.04 PRECAST METAL FLASHING/ROOFING
- 13 34 19.19 PRE-ENGINEERED METAL STRUCTURE
- 13 34 19.21 P.E.M.B. ROOF STRUCTURE
- 15 23 00.01 EXCAVATE AS NEEDED AND FILL BACK WITH ENGINEERED FILL

GENERAL NOTES

- NOTE 1:
SEE PEMB MANUFACTURER FOR GIRT LAYOUT/DETAILS

I hereby certify that this drawing, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

C Print Name: MARK LUNDBERG

Signature:
Date: FEBRUARY 2024 License No. 20000



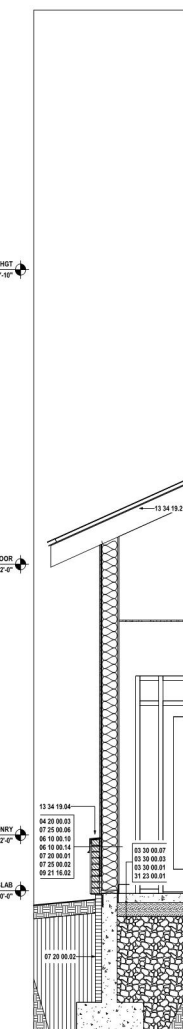
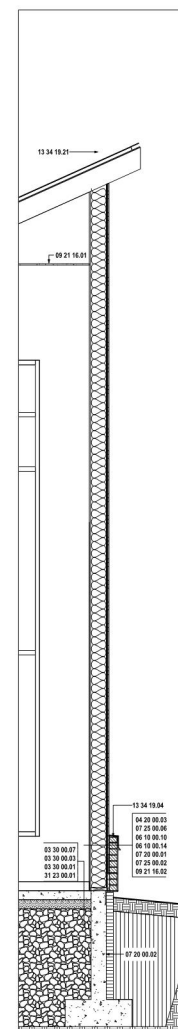
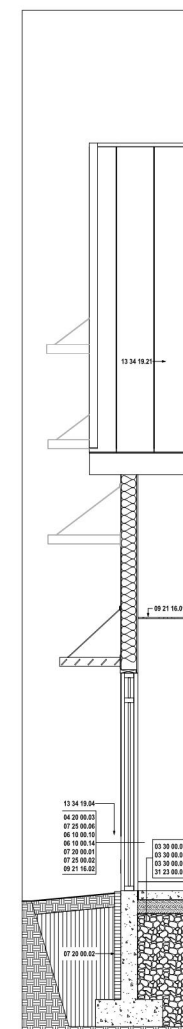
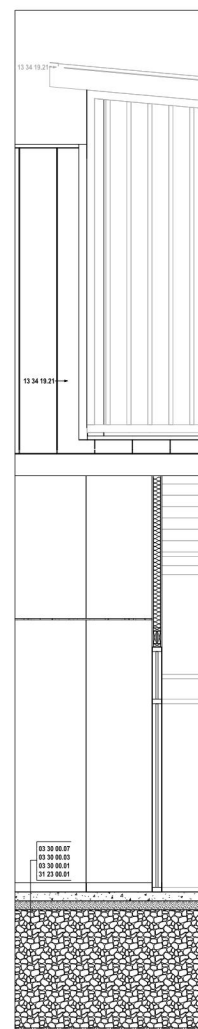
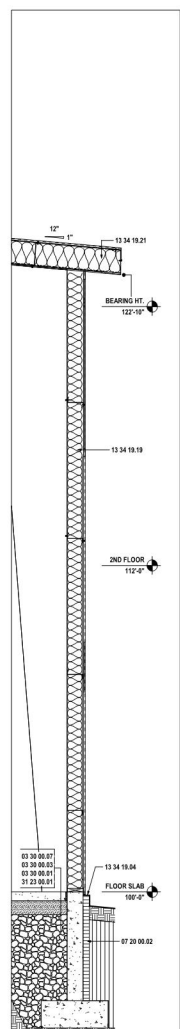
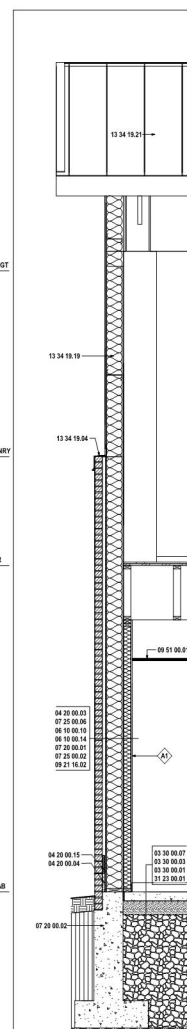
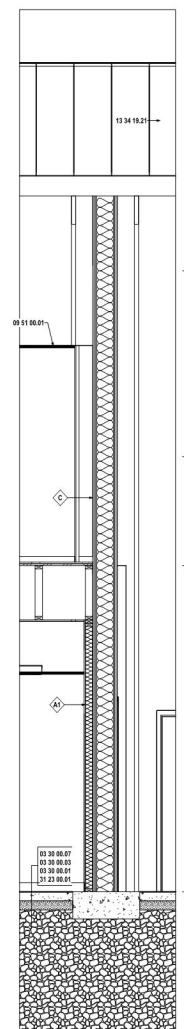
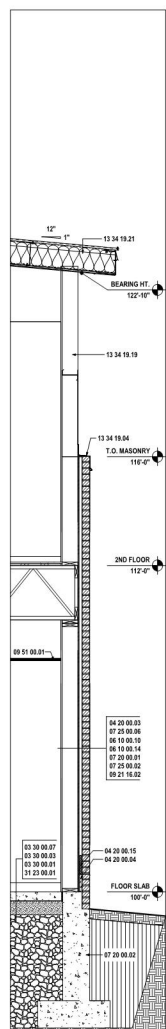
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Moorhead, Minnesota 56505
Telephone: (218) 233-4422

PROJECT NUMBER: 202331-01

CONSTRUCTION DOCUMENTS - 001324

WALL SECTIONS
A270

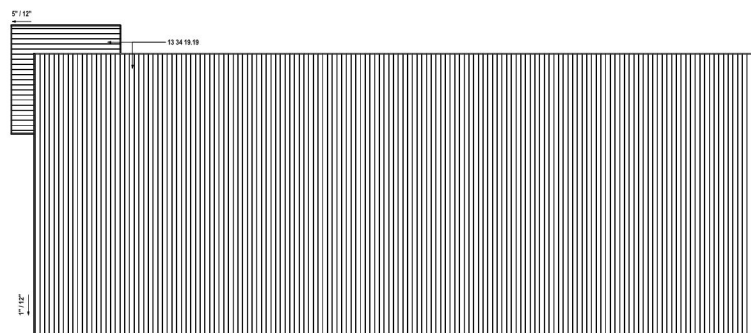
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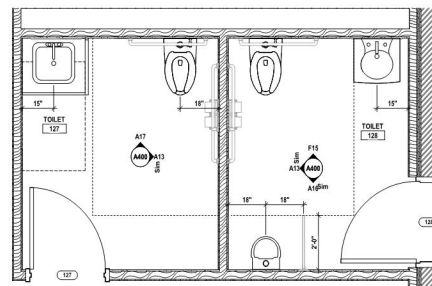


OFFICE AND SHOP
MOORHEAD, MINNESOTA

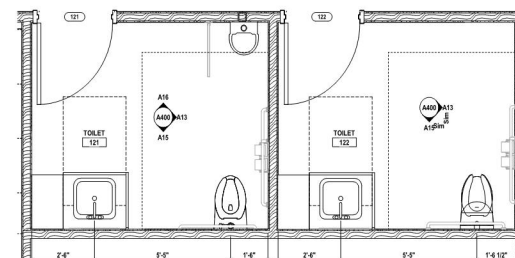
KEYNOTES
06 40 00.04 WOOD LOOK MATERIAL
09 51 00.01 ACoustICAL CEILING TILE TYPE-1
13 34 10.10 PRE-ENGINEERED METAL STRUCTURE



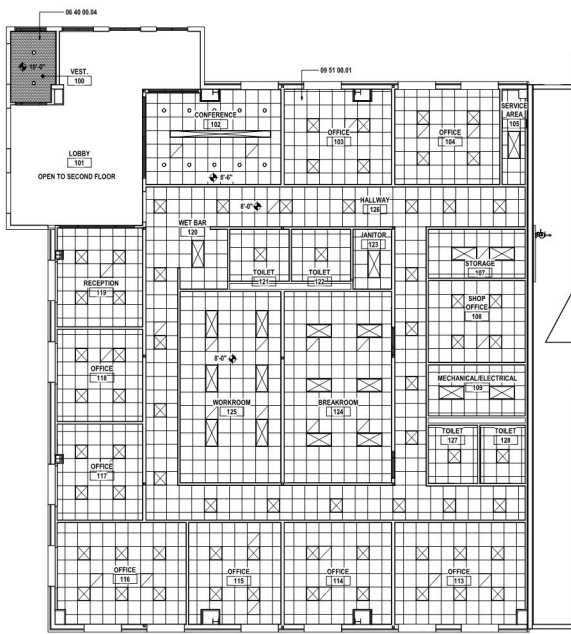
ROOF PLAN
1/8" = 1'-0"



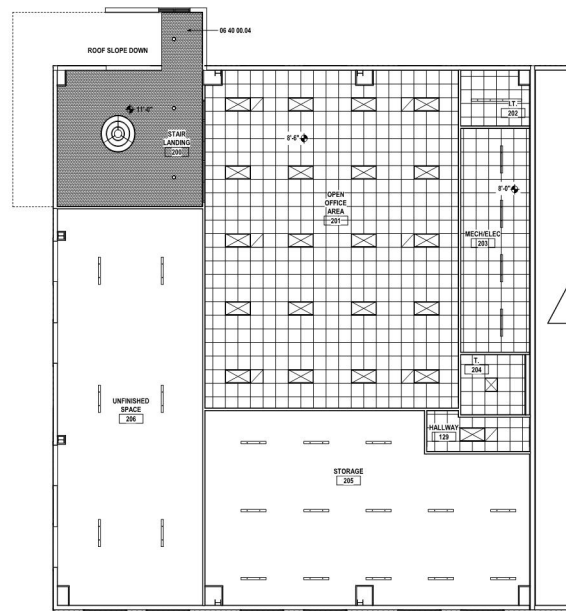
ENLARGED TOILET PLANS 2
1/2" = 1'-0"



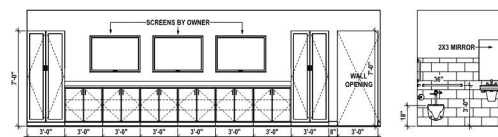
ENLARGED TOILET PLANS 1
1/2" = 1'-0"



FIRST FLOOR
1/8" = 1'-0"

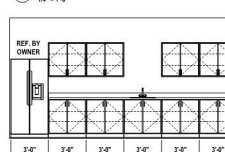


SECOND FLOOR
1/8" = 1'-0"

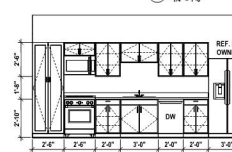


WORKROOM ELEVATION NORTH
1/4" = 1'-0"

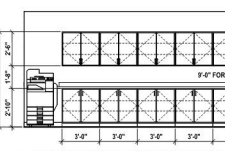
TOILET 5 TYP
1/4" = 1'-0"



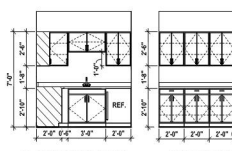
TRAINING AREA COFFEE BAR
1/4" = 1'-0"



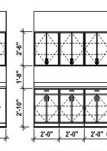
BREAKROOM ELEVATION
1/4" = 1'-0"



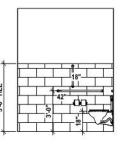
WORKROOM ELEVATION SOUTH
1/4" = 1'-0"



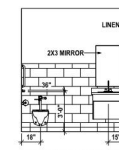
WET BAR EAST
1/4" = 1'-0"



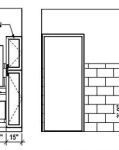
WET BAR SOUTH
1/4" = 1'-0"



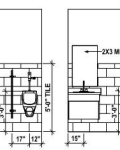
TOILET 1 TYP
1/4" = 1'-0"



TOILET 2 TYP
1/4" = 1'-0"



TOILET 3 TYP
1/4" = 1'-0"



TOILET 4 TYP
1/4" = 1'-0"

- ACOUSTIC CEILING SYSTEM
- PAINTED DRYWALL CEILING SYSTEM
- PENDANT LIGHT FIXTURE BY ELECTRICAL
- LIGHT FIXTURE BY ELECTRICAL
- GRILLE/FILTER BY MECHANICAL
- SPRINKLER HEAD BY MECHANICAL

GENERAL NOTES
NOTE:
ALL OFFICES WITH 8'-0" HIGH CEILINGS, AND ALL HALLWAYS WITH 8'-0" HIGH CEILINGS - UNLESS OTHERWISE NOTED.

I hereby certify that this drawing, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Print Name: MARK LUNDBERG
Signature:
Date: FEBRUARY 2024 License No. 20880

YHR PARTNERS
ARCHITECTURE | PLANNING
420 Main Avenue
Moorhead, Minnesota 56505
Telephone: (218) 233-4422

PROJECT NUMBER: 202331-01
CONSTRUCTION DOCUMENTS - 03/13/24

REFLECTED CEILING PLANS

A400

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RESOLUTION

Resolution Finding that Construction of a New Office/Shop Building Located at 4111 34 Ave S (58.420.0040 – Tract 1-A) is Consistent with the Protective Covenants of MCCARA Third Addition with Variance

WHEREAS, the Project shall be located at 4111 34 Ave S and is legally described as a Tract 1-A of Lot 1, Block 2, MCCARA 3rd Addition to the City of Moorhead, Clay County, Minnesota; and

WHEREAS, the MCCARA Development Control Board reviewed the plans for new construction on April 24, 2024, for consistency with the Protective Covenants of MCCARA Third Addition; and

WHEREAS, a variance was approved by the MCCARA Development Control Board for the minimum building site coverage to allow for phased development and future expansion, and

WHEREAS, all other aspects of the Project are in compliance with the industrial park covenants.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the project plans as presented are found to be consistent with the “Declaration of Industrial Standards and Protective Covenants for MCCARA Third Addition” as recorded with the Clay County Recorder’s Office as document number 690620.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

May 13, 2024

SUBJECT:

Resolution to Award Bid for the 2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (Eng. No. 24-A2-02)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to award the bid for the construction of the above-referenced project.

BACKGROUND/KEY POINTS:

The proposed project represents the last lift of paving in various newer subdivisions and improvements to The Meadows easterly parking lot and entrance road. The plans and specifications were approved by the City Council on February 26, 2024, and bids were received on May 8, 2024. The bids are summarized in the Financial Considerations Section of this report. Staff recommends that the Council should award the bid to the lowest responsible bidder.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	December 11, 2023
Receive Engineer's Report, Order Plans & Specs, and Call for a Public Hearing	February 12, 2024
Approve Plans & Specs and Authorize Ad for Bids	February 26, 2024
Hold Public Hearing, Order Improvements and Declare Intent to Assess	April 22, 2024
Receive Bids	May 8, 2024
Award Bid	May 13, 2024
Anticipated Construction Schedule	May – Sept., 2024
Hold Assessment Hearing	Fall, 2024

FINANCIAL CONSIDERATIONS:

Four bids for the project were received on May 8, 2024. The bids are detailed in the attached bid tabulation and summarized below:

Bidder	Bid
FM Asphalt LLC	\$613,797.80
Northern Improvement Company	\$635,101.40
Central Specialties Inc.	\$676,776.22
Border States Paving Inc.	\$698,919.55
Engineer's Estimate	\$687,337.25



City Council Communication

May 13, 2024

The total cost of the project, including testing, contingencies and fees, is approximately \$761,900. The project will be financed through the PIR Fund, using a General Obligation (G.O.) Improvement Bond with approximately \$417,500 of the total project cost assessed to the benefiting properties in accordance with the City's Special Assessment Policy. The remaining \$344,400 (for nearby pavement repairs and improvements at The Meadows) would be the City share of the project cost.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City Engineer
Sylvia Lizotte, Office Specialist

Attachments: Bid Tab, Location Map

Bid Tabulation For Eng. NO. 24-A2-04
2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (#9052685)

Bid Opening 5/8/2024

					Engineer Estimate		FM Asphalt LLC		Northern Improvement Company	
Line Item	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
JOHNSON FARMS - SECTION I - STREET IMPROVEMENTS										
1	2021.501	MOBILIZATION	LS	1	\$5,000.00	\$5,000.00	\$8,000.00	\$8,000.00	\$2,100.00	\$2,100.00
2	2104.503	REMOVE CURB AND GUTTER	LF	117	\$14.00	\$1,638.00	\$10.50	\$1,228.50	\$18.00	\$2,106.00
3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	32	\$10.00	\$320.00	\$7.00	\$224.00	\$8.00	\$256.00
4	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	190	\$6.00	\$1,140.00	\$10.50	\$1,995.00	\$18.00	\$3,420.00
5	2104.518	REMOVE CONCRETE SIDEWALK	SF	63	\$3.00	\$189.00	\$5.00	\$315.00	\$3.50	\$220.50
6	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	64	\$6.00	\$385.80	\$16.00	\$1,024.00	\$30.00	\$1,920.00
7	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	826	\$85.00	\$70,210.00	\$74.00	\$61,124.00	\$90.00	\$74,340.00
8	2360.509	TYPE SP 9.5 NON WEAR COURSE MIX (3,B)	TON	250	\$85.00	\$21,250.00	\$79.00	\$19,750.00	\$95.00	\$23,750.00
9	2521.518	(LEVELING COURSE)	TON	250	\$85.00	\$21,250.00	\$79.00	\$19,750.00	\$95.00	\$23,750.00
10	2531.602	4" CONCRETE WALK	SF	735	\$12.00	\$8,820.00	\$10.50	\$7,717.50	\$12.00	\$8,820.00
11	2531.602	PEDESTRIAN CURB RAMP - 5' WIDE	EA	1	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,100.00	\$2,100.00
12	2531.603	CONCRETE CURB AND GUTTER	LF	117	\$55.00	\$6,435.00	\$77.00	\$9,009.00	\$52.00	\$6,084.00
13	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$1,300.00	\$1,300.00	\$2,000.00	\$2,000.00
14	2573.502	STORM DRAIN INLET PROTECTION	EA	8	\$200.00	\$1,600.00	\$230.00	\$1,840.00	\$235.00	\$1,880.00
15	2574.507	SELECT TOPSOIL BORROW (LV)	CY	1	\$60.00	\$60.00	\$60.00	\$60.00	\$350.00	\$350.00
16	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH TYPE 5 HYDROMULCH	SY	5	\$50.00	\$250.00	\$52.00	\$260.00	\$79.00	\$395.00
17	2575.523	WATER FOR TURF ESTABLISHMENT	MGAL	0.1	\$70.00	\$7.00	\$1,100.00	\$110.00	\$1,050.00	\$105.00
SECTION I - TOTAL					\$124,504.80		\$116,157.00		\$129,846.50	
JOHNSON FARMS - SECTION II - SANITARY SEWER										
17	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	8	\$700.00	\$5,600.00	\$320.00	\$2,560.00	\$350.00	\$2,800.00
SECTION II - TOTAL					\$5,600.00		\$2,560.00		\$2,800.00	
JOHNSON FARMS - SECTION III - WATERMAIN										
18	2504.602	ADJUST GATE VALVE AND BOX	EA	4	\$1,200.00	\$4,800.00	\$150.00	\$600.00	\$200.00	\$800.00
SECTION III - TOTAL					\$4,800.00		\$600.00		\$800.00	
JOHNSON FARMS - SECTION IV - STORM SEWER										
19	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	6	\$700.00	\$2,800.00	\$320.00	\$1,280.00	\$350.00	\$1,400.00
SECTION IV - TOTAL					\$2,800.00		\$1,280.00		\$1,400.00	
VILLAGE GREEN - SECTION I - STREET IMPROVEMENTS										
20	2021.501	MOBILIZATION	LS	1	\$2,000.00	\$2,000.00	\$6,500.00	\$6,500.00	\$2,000.00	\$2,000.00
21	2104.503	REMOVE CURB AND GUTTER	LF	69	\$14.00	\$966.00	\$10.50	\$724.50	\$30.00	\$2,070.00
22	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	38	\$6.00	\$228.00	\$20.00	\$760.00	\$33.00	\$1,254.00

Bid Tabulation For Eng. NO. 24-A2-04
2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (#9052685)

Bid Opening 5/8/2024

Bid Opening 5/8/2024					Engineer Estimate			FM Asphalt LLC		Northern Improvement Company	
	Line Item	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	23	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	314	\$85.00	\$26,690.00	\$80.00	\$25,120.00	\$95.00	\$29,830.00
	24	2531.603	CONCRETE CURB AND GUTTER	LF	69	\$55.00	\$3,795.00	\$77.00	\$5,313.00	\$78.00	\$5,382.00
	25	2563.601	TRAFFIC CONTROL	LS	1	\$1,000.00	\$1,000.00	\$525.00	\$525.00	\$1,250.00	\$1,250.00
	26	2573.502	STORM DRAIN INLET PROTECTION	EA	4	\$200.00	\$800.00	\$230.00	\$920.00	\$235.00	\$940.00
SECTION I - TOTAL						\$35,479.00		\$39,862.50		\$42,726.00	
VILLAGE GREEN - SECTION II - SANITARY SEWER											
	27	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	1	\$700.00	\$700.00	\$320.00	\$320.00	\$350.00	\$350.00
SECTION II - TOTAL						\$700.00		\$320.00		\$350.00	
VILLAGE GREEN - SECTION III - WATERMAIN											
	28	2504.602	ADJUST GATE VALVE AND BOX	EA	2	\$1,200.00	\$2,400.00	\$150.00	\$300.00	\$200.00	\$400.00
SECTION III - TOTAL						\$2,400.00		\$300.00		\$400.00	
VILLAGE GREEN - SECTION IV - STORM SEWER											
	29	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	1	\$700.00	\$700.00	\$320.00	\$320.00	\$350.00	\$350.00
SECTION IV - TOTAL						\$700.00		\$320.00		\$350.00	
THE MEADOWS - SECTION I - STREET IMPROVEMENTS											
	30	2021.501	MOBILIZATION	LS	1	\$15,000.00	\$15,000.00	\$11,000.00	\$11,000.00	\$7,700.00	\$7,700.00
	31	2104.503	REMOVE CURB AND GUTTER	LF	99	\$14.00	\$1,386.00	\$10.50	\$1,039.50	\$30.00	\$2,970.00
	32	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	3772	\$6.00	\$22,632.00	\$5.50	\$20,746.00	\$4.50	\$16,974.00
	33	2106.507	EXCAVATION - COMMON (EV) (P)	CY	645	\$19.00	\$12,255.00	\$16.50	\$10,642.50	\$25.00	\$16,125.00
	34	2108.504	GEOTEXTILE FABRIC TYPE V - MODIFIED	SY	3705	\$3.00	\$11,115.00	\$3.00	\$11,115.00	\$3.55	\$13,152.75
	35	2112.604	SUBGRADE PREPARATION	SY	3705	\$2.00	\$7,410.00	\$2.70	\$10,003.50	\$2.00	\$7,410.00
	36	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED (P)	CY	619	\$65.00	\$40,235.00	\$54.50	\$33,735.50	\$55.00	\$34,045.00
	37	2232.604	MILL BITUMINOUS PAVEMENT (SPECIAL) PROFILE MILL	SY	1490	\$4.00	\$5,960.00	\$7.50	\$11,175.00	\$9.00	\$13,410.00
	38	2301.504	CONCRETE PAVEMENT 7"	SY	414	\$90.00	\$37,260.00	\$80.00	\$33,120.00	\$88.00	\$36,432.00
	39	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	598	\$85.00	\$50,830.00	\$73.50	\$43,953.00	\$87.00	\$52,026.00
	40	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	823	\$85.00	\$69,955.00	\$73.50	\$60,490.50	\$87.00	\$71,601.00
	41	2531.603	CONCRETE CURB AND GUTTER	LF	224	\$55.00	\$12,320.00	\$73.00	\$16,352.00	\$50.00	\$11,200.00
	42	2563.601	TRAFFIC CONTROL	LS	1	\$1,000.00	\$1,000.00	\$525.00	\$525.00	\$1,200.00	\$1,200.00
	43	2573.502	STORM DRAIN INLET PROTECTION	EA	1	\$200.00	\$200.00	\$230.00	\$230.00	\$265.00	\$265.00

Bid Tabulation For Eng. NO. 24-A2-04
2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (#9052685)

Bid Opening 5/8/2024

Bid Opening 5/8/2024					Engineer Estimate			FM Asphalt LLC		Northern Improvement Company	
	Line Item	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	44	2582.503	4" SOLID LINE YELLOW-EPOXY	LF	2161	\$8.00	\$17,288.00	\$3.90	\$8,427.90	\$3.15	\$6,807.15
	45	2582.503	4" SOLID LINE BLUE-EPOXY	LF	154	\$8.00	\$1,232.00	\$2.10	\$323.40	\$8.40	\$1,293.60
	46	2582.503	ACCESSABLE MESSAGE	EA	2	\$1,000.00	\$2,000.00	\$105.00	\$210.00	\$420.00	\$840.00
SECTION I - TOTAL						\$308,078.00		\$273,088.80		\$293,451.50	
THE MEADOWS - SECTION II - STORM SEWER											
	47	2502.503	4" PERF PVC PIPE DRAIN	LF	274	\$20.00	\$5,480.00	\$11.00	\$3,014.00	\$16.00	\$4,384.00
	48	2503.602	4" CLEAN-OUT ASSEMBLY	EA	1	\$2,000.00	\$2,000.00	\$600.00	\$600.00	\$1,200.00	\$1,200.00
	49	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EA	1	\$1,000.00	\$1,000.00	\$800.00	\$800.00	\$300.00	\$300.00
SECTION II - TOTAL						\$8,480.00		\$4,414.00		\$5,884.00	
THE PRESERVE - SECTION I - STREET IMPROVEMENTS											
	50	2021.501	MOBILIZATION	LS	1	\$9,000.00	\$9,000.00	\$12,500.00	\$12,500.00	\$2,000.00	\$2,000.00
	51	2106.507	DITCH GRADING	SY	9206	\$5.00	\$46,030.00	\$5.50	\$50,633.00	\$2.75	\$25,316.50
	52	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	292	\$6.00	\$1,752.00	\$20.00	\$5,840.00	\$16.00	\$4,672.00
	53	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	821	\$85.00	\$69,785.00	\$76.00	\$62,396.00	\$95.00	\$77,995.00
	54	2360.509	TYPE SP 9.5 NON WEAR COURSE MIX (3,B) (LEVELING COURSE)	TON	64	\$85.00	\$5,440.00	\$81.00	\$5,184.00	\$95.00	\$6,080.00
	55	2563.601	TRAFFIC CONTROL	LS	1	\$1,000.00	\$1,000.00	\$1,050.00	\$1,050.00	\$1,600.00	\$1,600.00
	56	2573.502	STORM DRAIN INLET PROTECTION	EA	7	\$200.00	\$1,400.00	\$230.00	\$1,610.00	\$235.00	\$1,645.00
	57	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	40	\$20.00	\$800.00	\$6.30	\$252.00	\$10.50	\$420.00
	58	2574.507	SELECT TOPSOIL BORROW (LV)	CY	350	\$60.00	\$21,000.00	\$32.00	\$11,200.00	\$33.00	\$11,550.00
	59	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH TYPE 5 HYDROMULCH	SY	9206	\$2.00	\$18,412.00	\$1.75	\$16,110.50	\$1.65	\$15,189.90
	60	2575.523	WATER FOR TURF ESTABLISHMENT	MGAL	10	\$70.00	\$700.00	\$70.00	\$700.00	\$157.50	\$1,575.00
SECTION I - TOTAL						\$175,319.00		\$167,475.50		\$148,043.40	
THE PRESERVE- SECTION II - SANITARY SEWER											
	61	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	9	\$700.00	\$6,300.00	\$320.00	\$2,880.00	\$350.00	\$3,150.00
SECTION II - TOTAL						\$6,300.00		\$2,880.00		\$3,150.00	
THE PRESERVE - SECTION III - WATERMAIN											
	62	2504.602	ADJUST GATE VALVE AND BOX	EA	26	\$300.00	\$7,800.00	\$150.00	\$3,900.00	\$200.00	\$5,200.00
SECTION III - TOTAL						\$7,800.00		\$3,900.00		\$5,200.00	
Base Bid Total:							\$684,337.25		\$613,797.80		\$635,101.40

Bid Opening 5/8/2024

					Central Specialties Incorporated		Border States Paving, Inc.	
Line Item	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price
JOHNSON FARMS - SECTION I - STREET IMPROVEMENTS								
1	2021.501	MOBILIZATION	LS	1	\$15,200.00	\$15,200.00	\$8,330.00	\$8,330.00
2	2104.503	REMOVE CURB AND GUTTER	LF	117	\$14.50	\$1,696.50	\$15.20	\$1,778.40
3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	32	\$5.00	\$160.00	\$26.30	\$841.60
4	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	190	\$20.00	\$3,800.00	\$18.60	\$3,534.00
5	2104.518	REMOVE CONCRETE SIDEWALK	SF	63	\$7.95	\$500.85	\$8.35	\$526.05
6	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	64	\$15.00	\$960.00	\$2.40	\$153.60
7	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	826	\$84.10	\$69,466.60	\$90.90	\$75,083.40
8	2360.509	TYPE SP 9.5 NON WEAR COURSE MIX (3,B)	TON	250	\$79.86	\$19,965.00	\$93.00	\$23,250.00
9	2521.518	4" CONCRETE WALK	SF	735	\$12.85	\$9,444.75	\$13.50	\$9,922.50
10	2531.602	PEDESTRIAN CURB RAMP - 5' WIDE	EA	1	\$1,980.00	\$1,980.00	\$2,080.00	\$2,080.00
11	2531.603	CONCRETE CURB AND GUTTER	LF	117	\$66.00	\$7,722.00	\$69.40	\$8,119.80
12	2563.601	TRAFFIC CONTROL	LS	1	\$1,242.50	\$1,242.50	\$2,690.00	\$2,690.00
13	2573.502	STORM DRAIN INLET PROTECTION	EA	8	\$225.00	\$1,800.00	\$236.00	\$1,888.00
14	2574.507	SELECT TOPSOIL BORROW (LV)	CY	1	\$45.00	\$45.00	\$96.10	\$96.10
15	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH TYPE 5 HYDROMULCH	SY	5	\$50.00	\$250.00	\$52.50	\$262.50
16	2575.523	WATER FOR TURF ESTABLISHMENT	MGAL	0.1	\$1,000.00	\$100.00	\$1,050.00	\$105.00
SECTION I - TOTAL					\$134,333.20		\$138,660.95	
JOHNSON FARMS - SECTION II - SANITARY SEWER								
17	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	8	\$350.00	\$2,800.00	\$245.00	\$1,960.00
SECTION II - TOTAL					\$2,800.00		\$1,960.00	
JOHNSON FARMS - SECTION III - WATERMAIN								
18	2504.602	ADJUST GATE VALVE AND BOX	EA	4	\$300.00	\$1,200.00	\$50.60	\$202.40
SECTION III - TOTAL					\$1,200.00		\$202.40	
JOHNSON FARMS - SECTION IV - STORM SEWER								
19	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	6	\$350.00	\$1,400.00	\$243.00	\$972.00
SECTION IV - TOTAL					\$1,400.00		\$972.00	
VILLAGE GREEN - SECTION I - STREET IMPROVEMENTS								
20	2021.501	MOBILIZATION	LS	1	\$6,300.00	\$6,300.00	\$6,530.00	\$6,530.00
21	2104.503	REMOVE CURB AND GUTTER	LF	69	\$17.65	\$1,217.85	\$18.50	\$1,276.50
22	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	38	\$15.00	\$570.00	\$2.40	\$91.20

Bid Opening 5/8/2024

Bid Opening 5/8/2024						Central Specialties Incorporated		Border States Paving, Inc.	
	Line Item	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price
	23	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	314	\$84.10	\$26,407.40	\$99.30	\$31,180.20
	24	2531.603	CONCRETE CURB AND GUTTER	LF	69	\$94.00	\$6,486.00	\$98.80	\$6,817.20
	25	2563.601	TRAFFIC CONTROL	LS	1	\$497.00	\$497.00	\$226.00	\$226.00
	26	2573.502	STORM DRAIN INLET PROTECTION	EA	4	\$225.00	\$900.00	\$236.00	\$944.00
SECTION I - TOTAL						\$42,378.25		\$47,065.10	
VILLAGE GREEN - SECTION II - SANITARY SEWER									
	27	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	1	\$350.00	\$350.00	\$265.00	\$265.00
SECTION II - TOTAL						\$350.00		\$265.00	
VILLAGE GREEN - SECTION III - WATERMAIN									
	28	2504.602	ADJUST GATE VALVE AND BOX	EA	2	\$300.00	\$600.00	\$58.80	\$117.60
SECTION III - TOTAL						\$600.00		\$117.60	
VILLAGE GREEN - SECTION IV - STORM SEWER									
	29	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	1	\$350.00	\$350.00	\$265.00	\$265.00
SECTION IV - TOTAL						\$350.00		\$265.00	
THE MEADOWS - SECTION I - STREET IMPROVEMENTS									
	30	2021.501	MOBILIZATION	LS	1	\$25,500.00	\$25,500.00	\$8,850.00	\$8,850.00
	31	2104.503	REMOVE CURB AND GUTTER	LF	99	\$12.00	\$1,188.00	\$19.20	\$1,900.80
	32	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	3772	\$8.00	\$30,176.00	\$5.80	\$21,877.60
	33	2106.507	EXCAVATION - COMMON (EV) (P)	CY	645	\$24.00	\$15,480.00	\$25.40	\$16,383.00
	34	2108.504	GEOTEXTILE FABRIC TYPE V - MODIFIED	SY	3705	\$3.50	\$12,967.50	\$4.05	\$15,005.25
	35	2112.604	SUBGRADE PREPARATION	SY	3705	\$1.75	\$6,483.75	\$2.70	\$10,003.50
	36	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED (P)	CY	619	\$68.00	\$42,092.00	\$60.70	\$37,573.30
	37	2232.604	MILL BITUMINOUS PAVEMENT (SPECIAL) PROFILE MILL	SY	1490	\$3.50	\$5,215.00	\$7.40	\$11,026.00
	38	2301.504	CONCRETE PAVEMENT 7"	SY	414	\$88.00	\$36,432.00	\$92.50	\$38,295.00
	39	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	598	\$84.10	\$50,291.80	\$99.30	\$59,381.40
	40	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	823	\$79.86	\$65,724.78	\$94.20	\$77,526.60
	41	2531.603	CONCRETE CURB AND GUTTER	LF	224	\$64.00	\$14,336.00	\$67.20	\$15,052.80
	42	2563.601	TRAFFIC CONTROL	LS	1	\$497.00	\$497.00	\$772.00	\$772.00
	43	2573.502	STORM DRAIN INLET PROTECTION	EA	1	\$225.00	\$225.00	\$236.00	\$236.00

Bid Tabulation For Eng. NO. 24-A2-04
2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (#9052685)

Bid Opening 5/8/2024

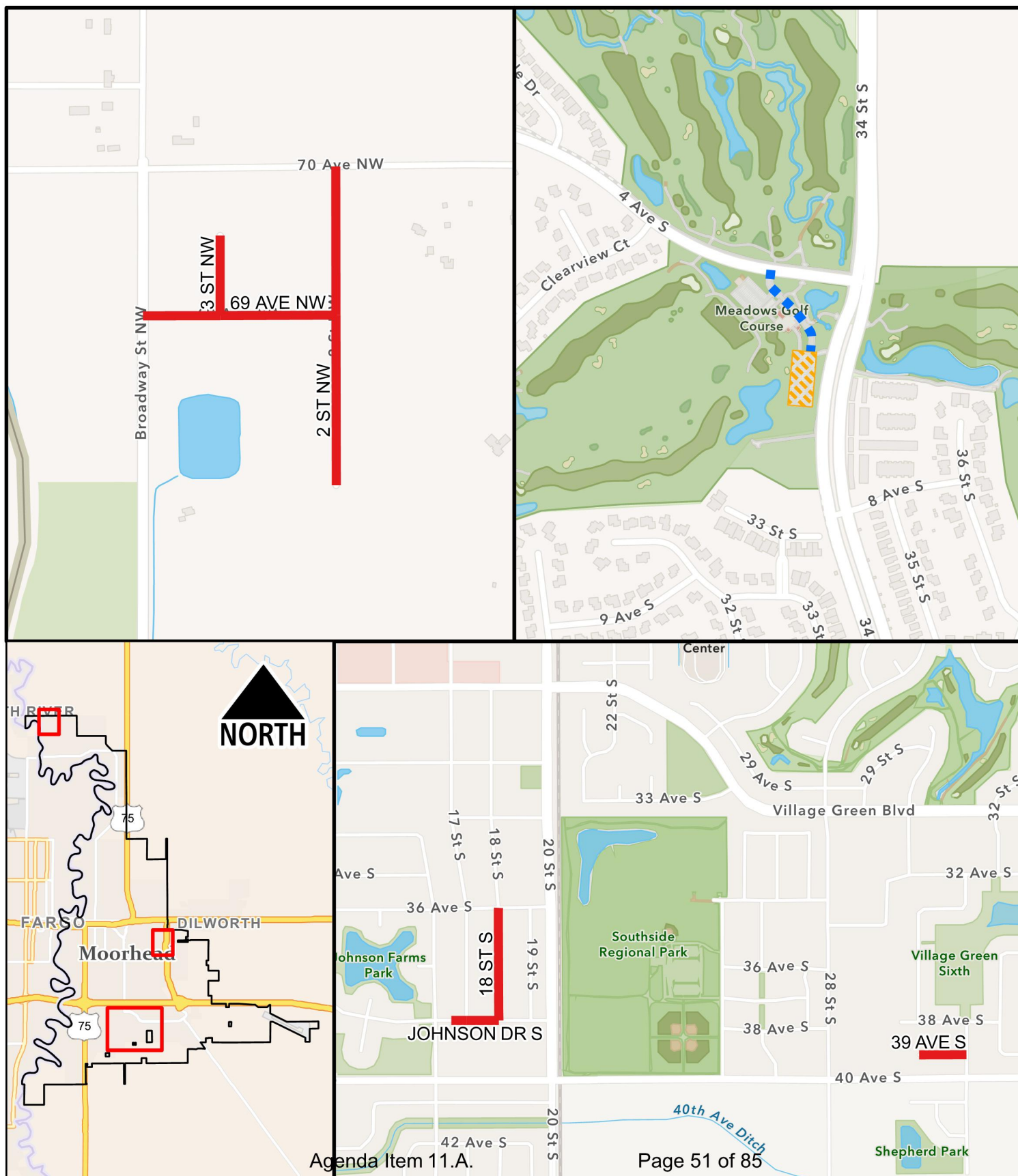
						Central Specialties Incorporated		Border States Paving, Inc.	
	Line Item	Item Code	Item Description	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price
	44	2582.503	4" SOLID LINE YELLOW-EPOXY	LF	2161	\$3.00	\$6,483.00	\$3.15	\$6,807.15
	45	2582.503	4" SOLID LINE BLUE-EPOXY	LF	154	\$8.00	\$1,232.00	\$2.10	\$323.40
	46	2582.503	ACCESSABLE MESSAGE	EA	2	\$400.00	\$800.00	\$105.00	\$210.00
SECTION I - TOTAL						\$315,123.83		\$321,223.80	
THE MEADOWS - SECTION II - STORM SEWER									
	47	2502.503	4" PERF PVC PIPE DRAIN	LF	274	\$14.00	\$3,836.00	\$13.40	\$3,671.60
	48	2503.602	4" CLEAN-OUT ASSEMBLY	EA	1	\$450.00	\$450.00	\$619.00	\$619.00
	49	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EA	1	\$1,500.00	\$1,500.00	\$619.00	\$619.00
SECTION II - TOTAL						\$5,786.00		\$4,909.60	
THE PRESERVE - SECTION I - STREET IMPROVEMENTS									
	50	2021.501	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$10,500.00	\$10,500.00
	51	2106.507	DITCH GRADING	SY	9206	\$3.50	\$32,221.00	\$5.40	\$49,712.40
	52	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	292	\$15.00	\$4,380.00	\$46.10	\$13,461.20
	53	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	821	\$88.24	\$72,445.04	\$87.60	\$71,919.60
	54	2360.509	TYPE SP 9.5 NON WEAR COURSE MIX (3,B) (LEVELING COURSE)	TON	64	\$115.00	\$7,360.00	\$89.10	\$5,702.40
	55	2563.601	TRAFFIC CONTROL	LS	1	\$994.00	\$994.00	\$557.00	\$557.00
	56	2573.502	STORM DRAIN INLET PROTECTION	EA	7	\$225.00	\$1,575.00	\$236.00	\$1,652.00
	57	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	40	\$6.00	\$240.00	\$6.30	\$252.00
	58	2574.507	SELECT TOPSOIL BORROW (LV)	CY	350	\$45.00	\$15,750.00	\$25.20	\$8,820.00
	59	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH TYPE 5 HYDROMULCH	SY	9206	\$1.65	\$15,189.90	\$1.75	\$16,110.50
	60	2575.523	WATER FOR TURF ESTABLISHMENT	MGAL	10	\$65.00	\$650.00	\$68.30	\$683.00
SECTION I - TOTAL						\$160,804.94		\$179,370.10	
THE PRESERVE- SECTION II - SANITARY SEWER									
	61	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	9	\$350.00	\$3,150.00	\$243.00	\$2,187.00
SECTION II - TOTAL						\$3,150.00		\$2,187.00	
THE PRESERVE - SECTION III - WATERMAIN									
	62	2504.602	ADJUST GATE VALVE AND BOX	EA	26	\$300.00	\$7,800.00	\$47.50	\$1,235.00
SECTION III - TOTAL						\$7,800.00		\$1,235.00	
Base Bid Total:						\$676,776.22		\$698,919.55	

LEGEND

 FINAL OVERLAY
 MILL & OVERLAY
 REHABILITATION

Project 24-A2-02

Final Bituminous Overlay for streets in Preserve on Broadway Addition, 18 St S & Johnson Dr S in Johnson Farms Addn., and 39 Ave S in Village Green 6th Addn., as well as road improvements at the Meadows Golf Course Clubhouse.



RESOLUTION

Resolution to Award Bid for the 2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (Eng. No. 24-A2-02)

WHEREAS, bids were received, opened, and tabulated according to law, and the following bids were received:

Bidder	Bid
FM Asphalt LLC	\$613,797.80
Northern Improvement Company	\$635,101.40
Central Specialties Incorporated	\$676,776.22
Border States Paving, Inc.	\$698,919.55
Engineer's Estimate	\$684,337.25

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that:

1. It is found, determined and declared that the lowest responsive, responsible bid with respect to the proposed improvement was received from FM Asphalt, LLC of Dilworth, MN in the amount of \$613,797.80. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The project will be financed through the PIR fund with a portion of the cost to be assessed to the benefiting properties in accordance with the City's Special Assessment Policy. The balance will be paid as a City share with debt service on the City share paid through the general property tax levy.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with FM Asphalt, LLC of Dilworth, MN for 2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (Eng. No.24-A2-02), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$30,689.89) of the total contract amount.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

May 13, 2024

SUBJECT:

Resolution to Approve Minor Subdivision – 406 Horn Avenue - Parcel 58.102.1810

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a minor subdivision of 406 Horn Ave, Parcel 58.102.1810

BACKGROUND/KEY POINTS:

H. Kaste has requested to subdivide the above parcel to create an additional buildable lot. The subdivision will provide opportunity for single-family development. The proposal is consistent with Title 11, Chapter 3 of the Moorhead City Code.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

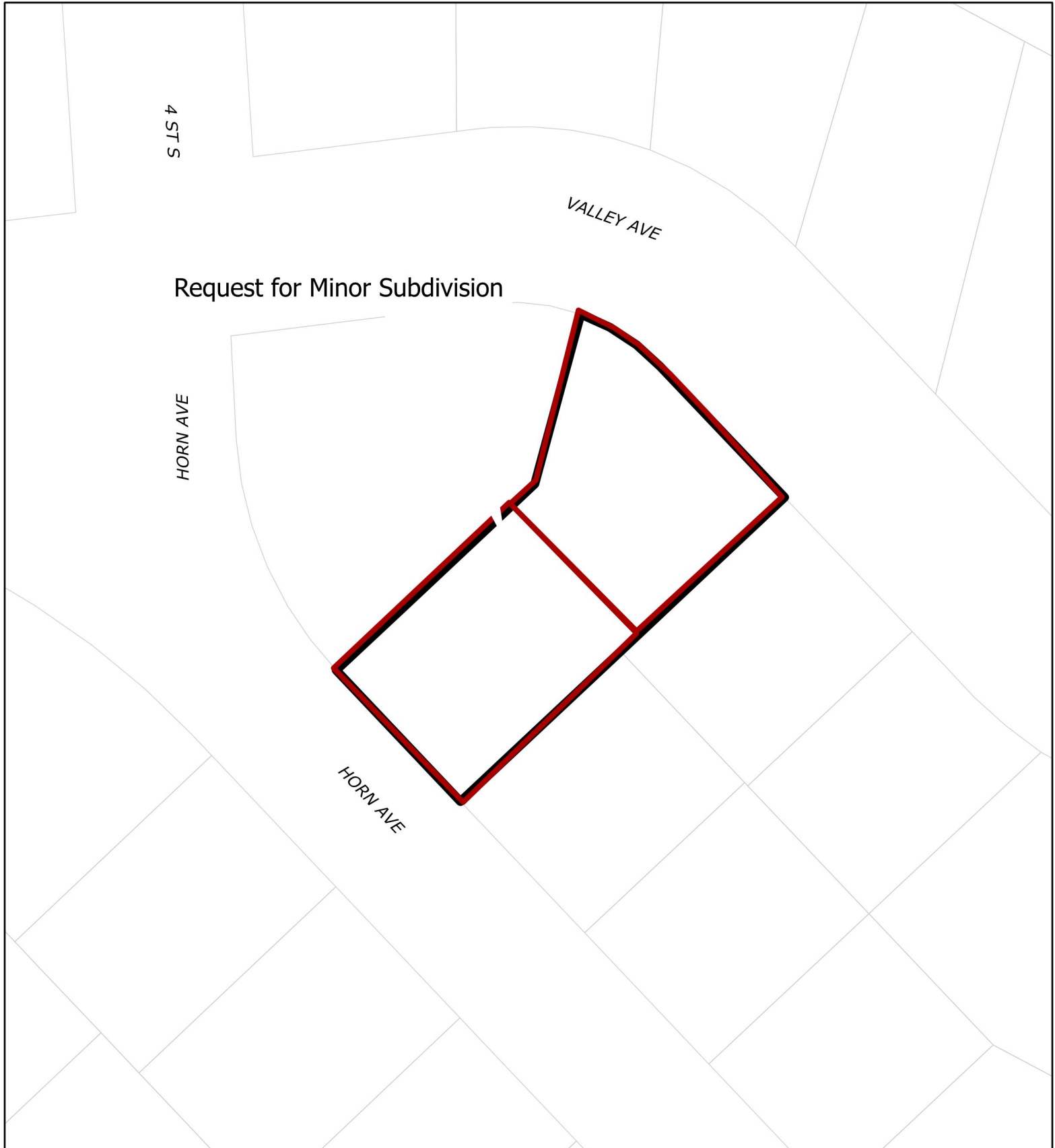
Submitted By:

Dan Mahli, City Manager
Robin Huston, City Planner / Zoning Administrator
Brittany Cameron, Assistant City Planner

Attachments: General Location Map
Minor Subdivision Plan
Draft Resolution



General Location Map
Minor Subdivision - 406 Horn Ave
58.102.1810



04/26/24 08:37:05AM Z:\Neset Shared Files\Cole Projects\2024 Projects\24003_Moorhead Prop Surveys\04_Harold Kaste-406 Horn Ave. Moorhead\406 Horn Ave.dwg

CERTIFICATE OF SURVEY
BOUNDARY LINE ADJUSTMENT IN LOTS 2 & 23, IN BLOCK 7,
OF BROOKDALE SOUTH ADDITION
MOORHEAD, CLAY COUNTY, MINNESOTA

PROPOSED PARCEL 1 DESCRIPTION

ALL OF LOT 23, AND PART OF LOT 2, IN BLOCK 7, OF BROOKDALE SOUTH ADDITION TO THE CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WESTERLY CORNER OF SAID LOT 23; THENCE N46°19'11"E ALONG THE EXTENSION OF THE LINE COMMON TO LOTS 23 AND 24 A DISTANCE OF 107.00 FEET; THENCE S43°38'38"E ALONG A LINE PARALLEL WITH THE LINE COMMON TO LOTS 23 AND 2 A DISTANCE OF 80.00 FEET TO THE EXTENSION OF THE LINE COMMON TO LOTS 22 AND 23; THENCE S46°19'11"W ALONG SAID EXTENSION A DISTANCE OF 107.00 FEET TO THE SOUTHERLY CORNER OF SAID LOT 23; THENCE N43°38'38"W ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF HORN AVENUE A DISTANCE OF 80.00 FEET TO THE WESTERLY CORNER OF LOT 23, THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS ±8,560 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF RECORD.

PROPOSED PARCEL 2 DESCRIPTION

PART OF LOTS 1 AND 2, IN BLOCK 7, OF BROOKDALE SOUTH ADDITION TO THE CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY CORNER OF SAID LOT 2; THENCE S43°47'14"E ALONG THE SOUTHERLY RIGHT-OF-WAY LINE OF VALLEY AVENUE A DISTANCE OF 80.00 FEET TO THE EASTERLY CORNER OF SAID LOT 2; THENCE S46°19'11"W ALONG THE LINE COMMON TO LOTS 2 AND 3 A DISTANCE OF 89.60 FEET; THENCE N43°38'38"W ALONG A LINE PARALLEL WITH THE LINE COMMON TO LOTS 23 AND 2 A DISTANCE OF 80.00 FEET TO THE LINE COMMON TO LOTS 1 AND 2; THENCE N46°19'11"E ALONG SAID COMMON LINE A DISTANCE OF 13.40 FEET; THENCE N14°36'41"E A DISTANCE OF 77.60 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF VALLEY AVENUE; THENCE SOUTHEASTERLY ALONG A CURVE CONCAVE TO THE SOUTH WITH A LENGTH OF 42.39 FEET, A RADIUS OF 89.00 FEET, A DELTA OF 27°17'22", A CHORD LENGTH OF 41.99 FEET, AND A CHORD BEARING OF S57°25'55"E TO THE NORTHERLY CORNER OF LOT 2, THE POINT OF BEGINNING.

SAID TRACT OF LAND CONTAINS ±8,780 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF RECORD.

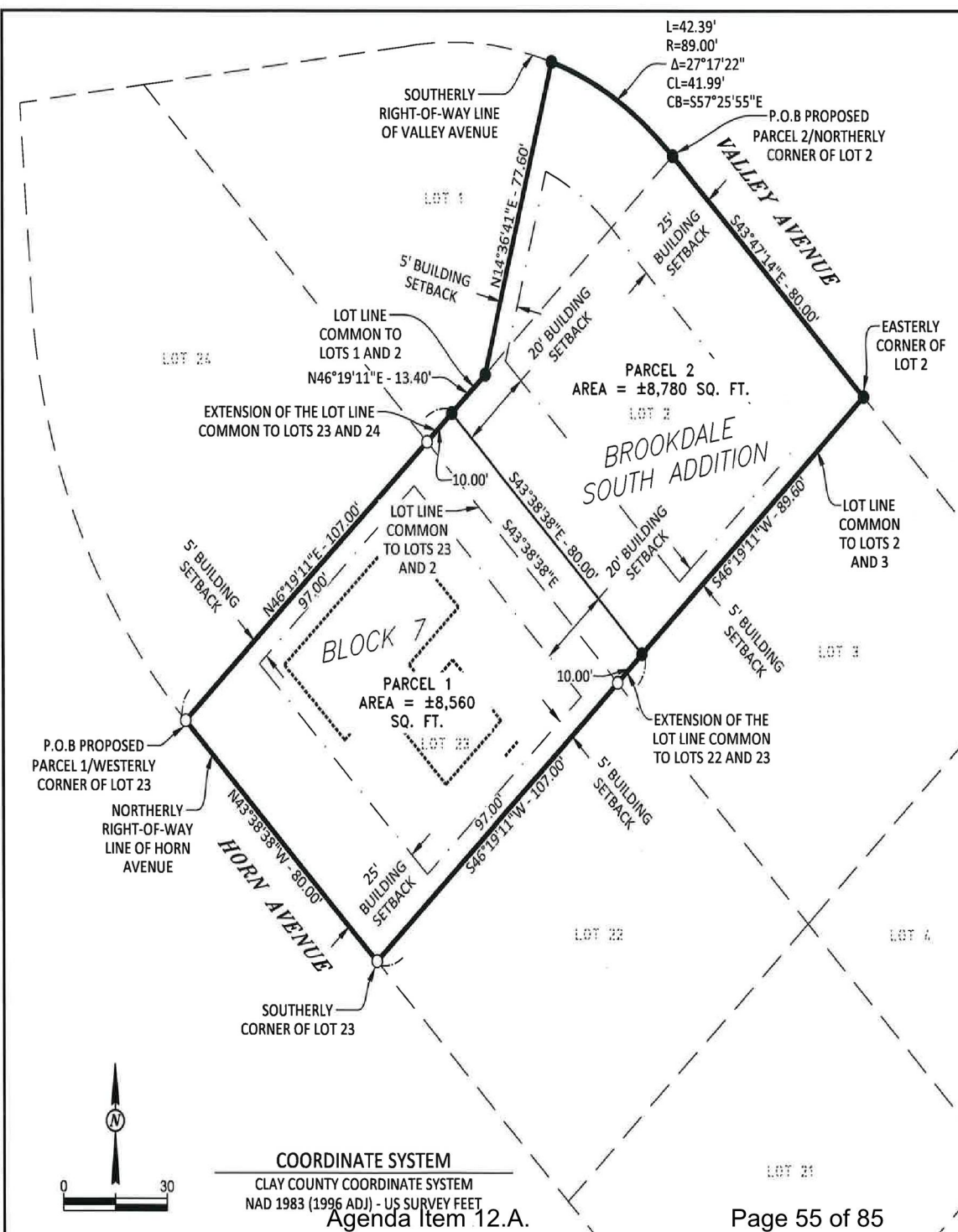
NOTES

- 406 HORN AVENUE IMPERVIOUS COVERAGE IS 32.2%. THE MAXIMUM TOTAL ALLOWED IS 35%.

LEGEND

●	MONUMENT SET
○	MONUMENT FOUND
P.O.B.	POINT OF BEGINNING
- - -	EX. EASEMENT
- - -	EX. PROPERTY LINE
—	PROPERTY BOUNDARY LINE
—	NEW ROW/PROPERTY LINE

DRAWN BY: GCB
CHECKED BY: CAN
DATE: 04/26/2024



COORDINATE SYSTEM
CLAY COUNTY COORDINATE SYSTEM
NAD 1983 (1996 ADJ) - US SURVEY FEET
Agenda Item 12.A.

CERTIFICATE OF SURVEY

406 HORN AVENUE
MOORHEAD, CLAY COUNTY, MINNESOTA

SURVEYORS CERTIFICATE

I COLE A. NESET HEREBY CERTIFY THAT THIS SURVEY, PLAN, AND/OR REPORT WAS PREPARED UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.



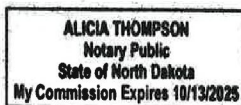
COLE A. NESET
PROFESSIONAL LAND SURVEYOR
MINNESOTA LICENSE No. 49984

4-26-24
DATE:

STATE OF NORTH DAKOTA)
)SS
COUNTY OF CASS)

ON THIS 26th DAY OF April, 2024, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED COLE A. NESET, TO ME KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED SAME AS THEIR FREE ACT AND DEED.

Alicia Thompson
NOTARY PUBLIC, COUNTY: CASS STATE: NORTH DAKOTA



RESOLUTION

Resolution to Approve Minor Subdivision – 406 Horn Avenue - Parcel 58.102.1810

WHEREAS, H. Kaste has requested a minor subdivision of property at 406 Horn Ave, Parcel 58.102.1810, legally described as:

PARCEL 1

ALL OF LOT 23, AND PART OF LOT 2, IN BLOCK 7, OF BROOKDALE SOUTH ADDITION TO THE CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WESTERLY CORNER OF SAID LOT 23; THENCE N46°19'11"E ALONG THE EXTENSION OF THE LINE COMMON TO LOTS 23 AND 24 A DISTANCE OF 107.00 FEET; THENCE S43°38'38"E ALONG A LINE PARALLEL WITH THE LINE COMMON TO LOTS 23 AND 2 A DISTANCE OF 80.00 FEET TO THE EXTENSION OF THE LINE COMMON TO LOTS 22 AND 23; THENCE S46°19'11"W ALONG SAID EXTENSION A DISTANCE OF 107.00 FEET TO THE SOUTHERLY CORNER OF SAID LOT 23; THENCE N43°38'38"W ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF HORN AVENUE A DISTANCE OF 80.00 FEET TO THE WESTERLY CORNER OF LOT 23, THE POINT OF BEGINNING. SAID TRACT OF LAND CONTAINS ±8,560 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF RECORD; AND

PARCEL 2

PART OF LOTS 1 AND 2, IN BLOCK 7, OF BROOKDALE SOUTH ADDITION TO THE CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHERLY CORNER OF SAID LOT 2; THENCE S43°47'14"E ALONG THE SOUTHERLY RIGHT-OF-WAY LINE OF VALLEY AVENUE A DISTANCE OF 80.00 FEET TO THE EASTERLY CORNER OF SAID LOT 2; THENCE S46°19'11"W ALONG THE LINE COMMON TO LOTS 2 AND 3 A DISTANCE OF 89.60 FEET; THENCE N43°38'38"W ALONG A LINE PARALLEL WITH THE LINE COMMON TO LOTS 23 AND 2 A DISTANCE OF 80.00 FEET TO THE LINE COMMON TO LOTS 1 AND 2; THENCE N46°19'11"E ALONG SAID COMMON LINE A DISTANCE OF 13.40 FEET; THENCE N14°36'41"E A DISTANCE OF 77.60 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF VALLEY AVENUE; THENCE SOUTHEASTERLY ALONG A CURVE CONCAVE TO THE SOUTH WITH A LENGTH OF 42.39 FEET, A RADIUS OF 89.00 FEET, A DELTA OF 27°17'22", A CHORD LENGTH OF 41.99 FEET, AND A CHORD BEARING OF S57°25'55"E TO THE NORTHERLY CORNER OF LOT 2, THE POINT OF BEGINNING. SAID TRACT OF LAND CONTAINS ±8,780 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF RECORD: AND

WHEREAS, the City Council of the City of Moorhead finds the minor subdivision consistent with Title 11, Chapter 3 of Moorhead City Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the minor subdivision described above is hereby approved contingent upon the following conditions:

1. Applicant to receive all federal, state and local permits.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

May 13, 2024

SUBJECT:

Resolution to Approve Conditional Use Permit for Excavation and Development in Floodway and Flood Fringe at Clay County Ditch No 41 (Snakey Creek)

RECOMMENDATION:

The Mayor and City Council are asked to consider a Conditional Use Permit for excavation and development in the Floodway and Flood Fringe at Clay County Ditch No. 41 (aka Snakey Creek).

BACKGROUND/KEY POINTS:

The Buffalo-Red River Watershed District (BRRWD) is requesting a Conditional Use Permit to address significant erosion to Clay County Ditch No. 41 (aka Snakey Creek) west of Oakport St N in the Floodway and Flood Fringe (aka Floodplain). The repairs to Snakey Creek include flattening ditch slopes, installing four rock drop structures (aka riprap) and removal of trees and deadfall within BRRWD Right of Way. Project supports soil stabilization and enhances water movement along the ditch while mitigating further damage to the outlet.

The Moorhead Planning Commission considered the request at their May 6, 2024 meeting and unanimously recommended approval of the Conditional Use Permit with no public comment.

The Planning Commission packet is available at:

<https://www.ci.moorhead.mn.us/government/boards-commissions/planning-commission>

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

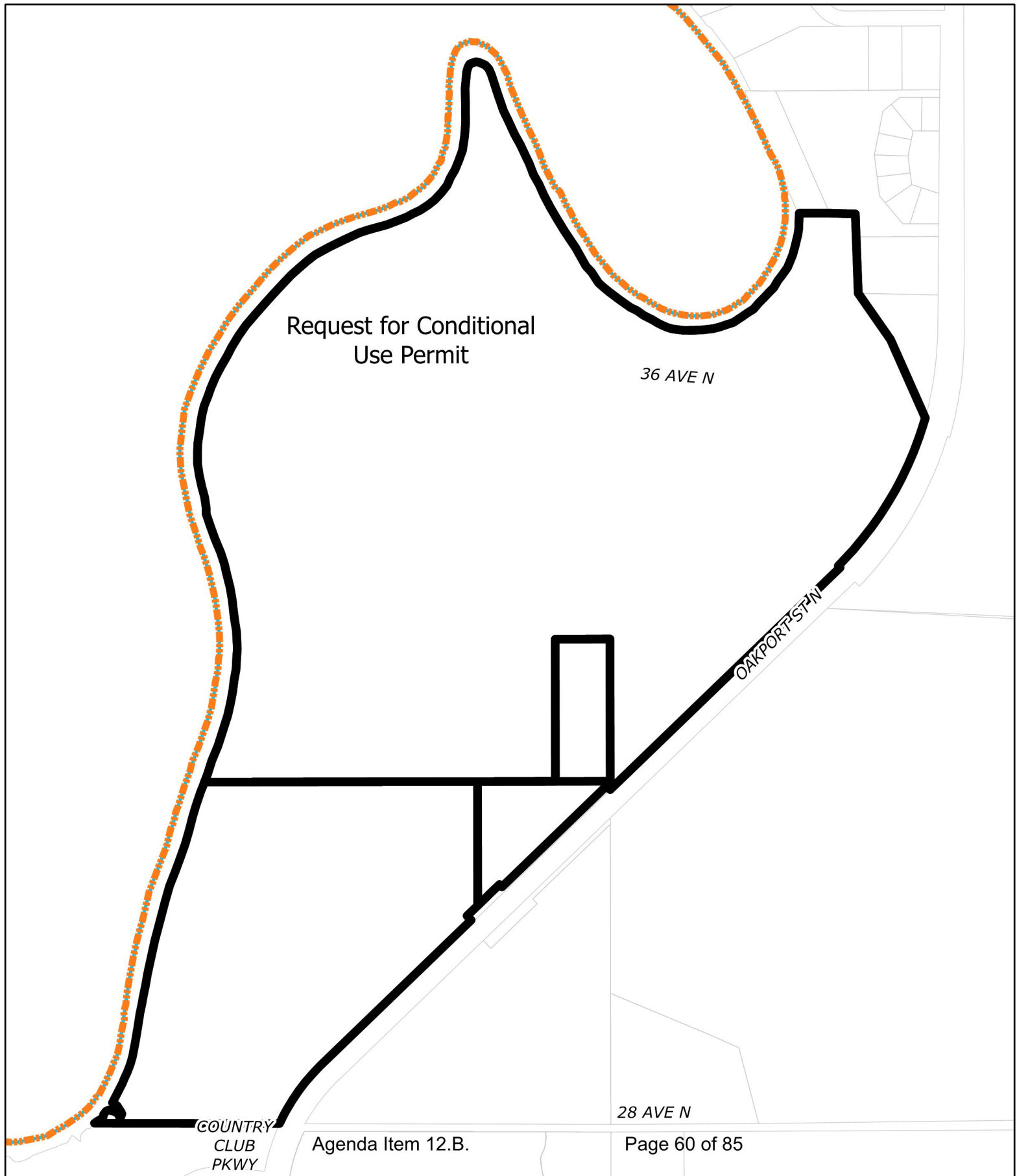
Robin Huston, City Planner / Zoning Administrator

Brittany Cameron, Assistant City Planner

Attachments: General Location Map
Draft Resolution
Resolution Exhibit A – Findings of Fact



General Location Map
Clay County Ditch No. 41 (aka Snakey Creek)
58.889.4401, 58.900.1714, 58.900.1719



RESOLUTION

Resolution to Approve Conditional Use Permit for Excavation and Development in Floodway and Flood Fringe at Clay County Ditch No 41 (Snakey Creek) - Parcels 58.889.4402, 58.900.1714 and 58.900.1719

WHEREAS, City of Moorhead, has requested a Conditional Use Permit for excavation and development in the Floodway and Flood Fringe at Clay County Ditch No. 41 (aka Snakey Creek) for Parcels 58.889.4402, 58.900.1714 and 58.900.1719, legally described as:

58.889.4402

Beginning at the Northeast Corner of Government Lot 4, thence West 7.50 chains (approximately 495 feet) on the north line of Government Lot 4, thence S 2° 45' E a distance of 8.52 chains (approximately 562.3 feet) ; thence N 44° E a distance of 10.04 chains (approximately 662.6 feet) to a point of intersection with the east line of Section 29, thence North 1.32 chains (approximately 87.1 feet) on the east line of Section 29 to the point of beginning; and

58.900.1714

All of Government Lot Two (2) being also the Southwest One-quarter of the Northwest One-quarter (SW¼NW¼) of Section Twenty-eight (28), Township One Hundred Forty (140) North, Range Forty-eight (48) West of the Fifth Principal Meridian; Plus all that part of the Southwest One-quarter (SW¼) of said Section Twenty-eight (28) which lies West of the Right-of-Way of Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3); plus all that part of Government Lot Two of Section 29, Township 140 North, Range 48 West of the Fifth Principal Meridian which lies East of the Flood Control Structure on the Red River of the North; and plus Government Lot 3 of said Section 29, Less 4 tracts of land described as follows:

TRACT 1

Located in Government Lot 2 being also the Southwest One-quarter of the Northwest One-quarter (SW¼NW¼) of Section 28, Township 140, Range 48 described as follows: Beginning at the Point of Intersection of the North One-Sixteenth Line in Section 28, Township 140 North, Range 48 West of the Fifth Principal Meridian and the West Right-of-way line of Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3); thence South 00°27' West along said West Right-of-Way line a distance of 507.58 feet; thence North 86°51' West a distance of 153.30 feet; thence South 45°09' West a distance of 68.56 feet; thence South 63°06' West a distance of 133.31 feet; thence North 02°03' West a distance of 123.80 feet; thence North 88°11' West a distance of 247.89 feet, more or less, to a Point of Intersection with the East Bank of the Red River of the North; thence Northwesterly along said East Bank of said Red River of the North to a Point of Intersection with the aforementioned North One-Sixteenth Line in said Section 28; thence North 90°00' East along said One Sixteenth line a distance of 736.08 feet, more or less, to the Point of Beginning, containing 8.569 acres.

TRACT 2

Located in Government Lot 2 being also the Southwest One-quarter of the Northwest One-quarter (SW¼NW¼) of Section 28, Township 140, Range 48 described as follows: Beginning at a Point on the West Right-of-Way Line of Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3), said Point of Beginning being located 507.58 feet South of the Intersection of said West Right-of-Way line and the North One-Sixteenth line in Section 28, Township 140 North, Range 48 West of the Fifth Principal Meridian; thence North 86°51' West a distance of 153.30 feet; thence South

45°09' West a distance of 68.56 feet; thence South 63°06' West a distance of 133.31 feet; thence South 02°03' East a distance of 185.67 feet; thence South 34°52'30" East a distance of 220.91 feet; thence South 23°57'30" East a distance of 270.32 feet, more or less, to a Point of Intersection with the aforementioned West Right-of-Way line of said Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3); thence Northerly along the curved West Right-of-Way line of said Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3), to the Point of Beginning, containing 3.425 acres, more or less;

TRACT 3

Located in Government Lot 3 of Section 29, Township 140, Range 48 described as follows: Beginning at the Point of Intersection of the East line of Section 29, Township 140 North, Range 48 West of the Fifth Principal Meridian and the South One-Sixteenth Line in said Section 29; thence North along the East line of said Section 29 a distance of 554.50 feet; thence West parallel to the aforementioned One-Sixteenth Line a distance of 214.00 feet; thence South parallel to the said East line of Section 29 a distance of 554.50 feet, more or less, to a Point of Intersection with the said South One-Sixteenth Line; thence East along the aforementioned One-Sixteenth Line a distance of 214.00 feet, more or less, to the Point of Beginning, containing 2.724 acres, more or less.

TRACT 4

A strip of land over and across the Northwest One-quarter of the Southwest One-quarter (NW $\frac{1}{4}$ SW $\frac{1}{4}$) and the Southeast One-quarter of the Southeast One-quarter of the Southwest One-quarter of the Northwest One-quarter (SE $\frac{1}{4}$ SE $\frac{1}{4}$ SW $\frac{1}{4}$ NW $\frac{1}{4}$) both in Section 28, Township 140 North, Range 48 West; said strip of land being all that part of the above described tracts which lies within a distance of 60 feet Northwesterly of the centerline of County Road No. 96, said centerline being described as follows: Beginning at a point on the North boundary of said Section 28, distant 1368.5 feet East of the Northwest corner thereof; thence run in a Southerly direction at an angle of 90°39' with said North boundary for a distance of 2214.2 feet; thence deflect to the right on a 4°00' curve, delta angle of 43°46" for a distance of 1094.2 feet; thence on tangent to said curve for a distance of 1335.2 feet and there terminating; said strip of land containing 1.342 acres.

Said land is conveyed subject to all easements and Right-of-Way of record and all highway Right-of-Way of record. Said land herein conveyed contains 106.559 acres, more or less; and

58.900.1719

That part of Government Lot 4 of Section 29, Township 140 North, Range 48 West, described as follows: Beginning at a point on the south line of said Government Lot 4, 20 chains West of the southeast corner thereof, and running thence North 49 degrees East 15.95 chains; thence North 44 degrees East 1.32 chains; thence North 2 degrees 15 minutes West 8.52 chains to intersection with the north line of said Government Lot 4; thence west along said north line of Government Lot 4 to the intersection of the same with the Red River; thence south along the east bank of the Red River to the intersection of the south line of said Government Lot 4; thence east along the south line of said Government Lot 4 to place of beginning.

LESS county highway right of way lying within a distance of 33 feet southeasterly and 50 feet northwesterly of the following described line:

Beginning at the southwest corner of the Southeast Quarter of the Southeast Quarter of section 32, Township 140 North, Range 48 West; thence run northerly along the westerly boundary thereof at an angle of 89 degrees 30 minutes with the southerly boundary of said southeast Quarter of the Southeast Quarter of said Section 32, for a distance of 4996.6 feet; thence deflect to the right on a 8 degree curve, delta angle 49 degrees 7 minutes, for a distance of 614 feet; thence on tangent to said curve, for a distance of 793.3 feet and there terminating.

WHEREAS, the Moorhead Planning Commission held a public hearing on May 6, 2024 and approved findings of fact (Exhibit A) and voted unanimously to recommend approval of the Conditional Use Permit contingent upon the conditions noted below; and

WHEREAS, the City Council finds the requested Conditional Use Permit consistent with the 2022 Comprehensive Plan and Moorhead City Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Conditional Use Permit for excavation and development in the Floodway and Flood Fringe at Clay County Ditch No. 41 (aka Snakey Creek) for Parcels 58.889.4402, 58.900.1714 and 58.900.1719, is hereby approved contingent upon the following conditions, which were developed based on criteria within the Moorhead City Code for Conditional Uses and to address general welfare, health and safety of the area:

1. All excavated material must be removed/not be permanently stored in the Floodway or Flood Fringe.
2. No Rise Certification relating to excavation and/or fill in the FEMA Floodway required prior to the issuance of the Floodplain Development Permit.
3. The applicant shall receive all applicable required federal, state and local permits including a Floodplain Development Permit.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

EXHIBIT A

Conditional Use Permit Moorhead Planning Commission Findings of Fact

REQUEST: Conditional Use Permit for excavation and development in the Floodway and Flood Fringe

LOCATION: Clay County Ditch No. 41 (aka Snakey Creek) - 3201, 2901 and 3601 Oakport Street N, Parcel 58.889.4402, 58.900.1714 and 58.900.1719

APPLICANT: Buffalo-Red River Watershed District (BRRWD)

FILE NO: 24P009

WHEREAS, the Moorhead Planning Commission received a full and complete application for:

Conditional Use Permit for excavation and development in the Floodway and Flood Fringe

WHEREAS, the Moorhead Planning Commission held a public hearing on the aforementioned request on May 6, 2024; and

WHEREAS, upon considering the Conditional Use Permit application, staff report and analysis, public testimony and comment, and all other pertinent and available information, the Moorhead Planning Commission finds the following:

Findings of Fact

1. A full and complete application was filed by Buffalo-Red River Watershed District and received March 21, 2024 (herein referred to as "Application") seeking a Conditional Use Permit for excavation and development in the Floodway and Flood Fringe at 3201, 2901 and 3601 Oakport Street N, Parcel #58.889.4402, 58.900.1714 and 58.900.1719, legally described as:

58.889.4402

Beginning at the Northeast Corner of Government Lot 4, thence West 7.50 chains (approximately 495 feet) on the north line of Government Lot 4, thence S 2° 45' E a distance of 8.52 chains (approximately 562.3 feet); thence N 44° E a distance of 10.04 chains (approximately 662.6 feet) to a point of intersection with the east line of Section 29, thence North 1.32 chains (approximately 87.1 feet) on the east line of Section 29 to the point of beginning; and

58.900.1714

All of Government Lot Two (2) being also the Southwest One-quarter of the Northwest One-quarter (SW¼NW¼) of Section Twenty-eight (28), Township One Hundred Forty (140) North, Range Forty-eight (48) West of the Fifth Principal Meridian; Plus all that part of the Southwest One-quarter (SW¼) of said Section Twenty-eight (28) which lies West of the Right-of-Way of Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3); plus all that part of Government Lot Two of Section 29, Township 140 North, Range 48 West of the Fifth Principal Meridian which lies East of the Flood Control Structure on the Red River of the North; and plus Government Lot 3 of said Section 29, Less 4 tracts of land described as follows:

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said Red River of the North to a Point of Intersection with the aforementioned North One-Sixteenth Line in said Section 28; thence North 90°00' East along said One Sixteenth line a distance of 736.08 feet, more or less, to the Point of Beginning, containing 8.569 acres.

TRACT 2

Located in Government Lot 2 being also the Southwest One-quarter of the Northwest One-quarter (SW¼NW¼) of Section 28, Township 140, Range 48 described as follows: Beginning at a Point on the West Right-of-Way Line of Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3), said Point of Beginning being located 507.58 feet South of the Intersection of said West Right-of-Way line and the North One-Sixteenth line in Section 28, Township 140 North, Range 48 West of the Fifth Principal Meridian; thence North 86°51' West a distance of 153.30 feet; thence South 45°09' West a distance of 68.56 feet; thence South 63°06' West a distance of 133.31 feet; thence South 02°03' East a distance of 185.67 feet; thence South 34°52'30" East a distance of 220.91 feet; thence South 23°57'30" East a distance of 270.32 feet, more or less, to a Point of Intersection with the aforementioned West Right-of-Way line of said Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3); thence Northerly along the curved West Right-of-Way line of said Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3), to the Point of Beginning, containing 3.425 acres, more or less;

TRACT 3

Located in Government Lot 3 of Section 29, Township 140, Range 48 described as follows: Beginning at the Point of Intersection of the East line of Section 29, Township 140 North, Range 48 West of the Fifth Principal Meridian and the South One-Sixteenth Line in said Section 29; thence North along the East line of said Section 29 a distance of 554.50 feet; thence West parallel to the aforementioned One-Sixteenth Line a distance of 214.00 feet; thence South parallel to the said East line of Section 29 a distance of 554.50 feet, more or less, to a Point of Intersection with the said South One-Sixteenth Line; thence East along the aforementioned One-Sixteenth Line a distance of 214.00 feet, more or less, to the Point of Beginning, containing 2.724 acres, more or less.

TRACT 4

A strip of land over and across the Northwest One-quarter of the Southwest One-quarter (NW¼SW¼) and the Southeast One-quarter of the Southeast One-quarter of the Southwest One-quarter of the Northwest One-quarter (SE¼SE¼SW¼NW¼) both in Section 28, Township 140 North, Range 48 West; said strip of land being all that part of the above described tracts which lies within a distance of 60 feet Northwesterly of the centerline of County Road No. 96, said centerline being described as follows: Beginning at a point on the North boundary of said Section 28, distant 1368.5 feet East of the Northwest corner thereof; thence run in a Southerly direction at an angle of 90°39' with said North boundary for a distance of 2214.2 feet; thence deflect to the right on a 4°00' curve, delta angle of 43°46" for a distance of 1094.2 feet; thence on tangent to said curve for a distance of 1335.2 feet and there terminating; said strip of land containing 1.342 acres.

Said land is conveyed subject to all easements and Right-of-Way of record and all highway Right-of- Way of record.

Said land herein conveyed contains 106.559 acres, more or less; and

58.900.1719

That part of Government Lot 4 of Section 29, Township 140 North, Range 48 West, described as follows: Beginning at a point on the south line of said Government Lot 4, 20 chains West of the southeast corner thereof, and running thence North 49 degrees East 15.95 chains; thence North 44 degrees East 1.32 chains; thence North 2 degrees 15 minutes West 8.52 chains to intersection with the north line of said Government Lot 4; thence west along said north line of Government Lot 4 to the intersection of the same with the Red River; thence south along the east bank of the Red River to the intersection of the south line of said Government Lot 4; thence east along the south line of said Government Lot 4 to place of beginning.

LESS county highway right of way lying within a distance of 33 feet southeasterly and 50 feet northwesterly of the following described line:

Beginning at the southwest corner of the Southeast Quarter of the Southeast Quarter of section 32, Township 140 North, Range 48 West; thence run northerly along the westerly boundary thereof at an angle of 89 degrees 30 minutes with the southerly boundary of said southeast Quarter of the Southeast Quarter of said Section 32, for a distance of 4996.6 feet; thence deflect to the right on a 8 degree curve, delta angle 49

degrees 7 minutes, for a distance of 614 feet; thence on tangent to said curve, for a distance of 793.3 feet and there terminating.

2. The Conditional Use Permit is requested to allow repairs to address erosion to the Snakey Creek stormwater outlet.
3. The properties are zoned RLD1: Residential Low Density – 1, P: Public Open Space and INS: Institutional, which allows for utility structure uses but requires a conditional use permit when work is occurring within the Floodway and Flood Fringe.
4. A public hearing was held by the Planning Commission on May 6, 2024 on the Application allowing all interested persons an opportunity to speak, a full and complete record of which is detailed in the minutes of the Moorhead Planning Commission.
5. The request is consistent with the general intent of the RLD1: Residential Low Density – 1, P: Public Open Space and INS: Institutional zoning districts.
6. The request has been found consistent with the following considerations regarding the possible adverse effects of the requested Conditional Use Permits (Section 10-4-3E):
 - A. The proposed action has been considered in relation to the specific policies and provisions of, and has been found to be consistent with, the official city comprehensive plan and with the purposes of the zoning district in which the applicant intends to locate the proposed use.
 - The project area will continue to be used for stormwater management/floodable land and is guided towards Parks/Open Space and Public/Institutional use in the 2022 Comprehensive Land Use Plan.
 - B. The proposed use is or will be compatible with the present and future uses of the area.
 - The proposed excavation proposed excavation and development in the Floodway and Flood Fringe are compatible with the present and future uses of the area.
 - C. The proposed use conforms with all performance standards contained herein (i.e. parking, loading, noise, etc.).
 - During plan review, all performance standards will be reviewed to meet Moorhead City Code.
 - D. The proposed use will not tend to or actually have an adverse effect on the area in which it is proposed.
 - The proposed use will not tend to or actually have an adverse effect on the area in which it is proposed. The project will restore Snakey Creek, mitigating further erosion and enhancing future stormwater management.
 - E. Traffic generated by the proposed use is within the capabilities of streets serving the property.
 - No additional traffic will be generated by the proposed use.
 - F. The proposed use can be accommodated by public services and facilities including parks, schools, streets and utilities, and will not overburden the City's service capacity.
 - The proposed use can be accommodated by the existing public services and facilities and will not overburden the City's service capacity.
7. The Planning Commission also reviewed the following factors in relation to the proposed excavation and/or fill in the Floodway and Flood Fringe Overlay Districts and based their recommendations on:
 - A. The danger to life and property due to increased flood heights or velocities caused by encroachments.
 - B. The danger that materials may be swept onto other lands or downstream to the injury of others or that may block bridges, culverts, or other hydraulic structures.
 - C. The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.
 - D. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.

- E. The importance of the services provided by the proposed facility to the community.
 - F. The requirements of the facility for a waterfront location.
 - G. The availability of the alternative locations not subject to flooding for the proposed uses.
 - H. The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
 - I. The relationship of the proposed use to the comprehensive plan and floodplain management program of the area.
 - J. The safety of access to the property in times of flood for ordinary and emergency vehicles.
 - K. The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters expected at the site.
8. After review of the criteria for consideration noted above, staff recommended approval of the Conditional Use Permits with the conditions noted below. The conditions were developed based upon the above noted criteria and to address the general welfare, health and safety of the neighborhood:
- 1. All excavated material must be removed/not be permanently stored in the Floodway or Flood Fringe.
 - 2. No Rise Certification relating to excavation and/or fill in the FEMA Floodway required prior to the issuance of the Floodplain Development Permit.
 - 3. The applicant shall receive all applicable required federal, state and local permits including a Floodplain Development Permit.

NOW, THEREFORE, BE IT RESOLVED by the Moorhead Planning Commission that based upon the above Findings of Fact, the request of the City of Moorhead, for a Conditional Use Permit to excavate and develop in the Floodway and Flood Fringe at 3201, 2901 and 3601 Oakport Street N, Parcel 58.889.4402, 58.900.1714 and 58.900.1719, legally described as:

58.889.4402

Beginning at the Northeast Corner of Government Lot 4, thence West 7.50 chains (approximately 495 feet) on the north line of Government Lot 4, thence S 2° 45' E a distance of 8.52 chains (approximately 562.3 feet) ; thence N 44° E a distance of 10.04 chains (approximately 662.6 feet) to a point of intersection with the east line of Section 29, thence North 1.32 chains (approximately 87.1 feet) on the east line of Section 29 to the point of beginning; and

58.900.1714

All of Government Lot Two (2) being also the Southwest One-quarter of the Northwest One-quarter (SW¼NW¼) of Section Twenty-eight (28), Township One Hundred Forty (140) North, Range Forty-eight (48) West of the Fifth Principal Meridian; Plus all that part of the Southwest One-quarter (SW¼) of said Section Twenty-eight (28) which lies West of the Right-of-Way of Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3); plus all that part of Government Lot Two of Section 29, Township 140 North, Range 48 West of the Fifth Principal Meridian which lies East of the Flood Control Structure on the Red River of the North; and plus Government Lot 3 of said Section 29, Less 4 tracts of land described as follows:

TRACT 1

Located in Government Lot 2 being also the Southwest One-quarter of the Northwest One-quarter (SW¼NW¼) of Section 28, Township 140, Range 48 described as follows: Beginning at the Point of Intersection of the North One-Sixteenth Line in Section 28, Township 140 North, Range 48 West of the Fifth Principal Meridian and the West Right-of-way line of Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3); thence South 00°27' West along said West Right-of-Way line a distance of 507.58 feet; thence North 86°51' West a distance of 153.30 feet; thence South 45°09' West a distance of 68.56 feet; thence South 63°06' West a distance of 133.31 feet; thence North 02°03' West a distance of 123.80 feet; thence North 88°11' West a distance of 247.89 feet, more or less, to a Point of Intersection with the East Bank of the Red River of the North; thence Northwesterly along said East Bank of said Red River of the North to a Point of Intersection with the aforementioned North One-Sixteenth Line in said Section 28; thence North 90°00' East along said One Sixteenth line a distance of 736.08 feet, more or less, to the Point of Beginning, containing 8.569 acres.

TRACT 2

Located in Government Lot 2 being also the Southwest One-quarter of the Northwest One-quarter (SW $\frac{1}{4}$ NW $\frac{1}{4}$) of Section 28, Township 140, Range 48 described as follows: Beginning at a Point on the West Right-of-Way Line of Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3), said Point of Beginning being located 507.58 feet South of the Intersection of said West Right-of-Way line and the North One-Sixteenth line in Section 28, Township 140 North, Range 48 West of the Fifth Principal Meridian; thence North 86°51' West a distance of 153.30 feet; thence South 45°09' West a distance of 68.56 feet; thence South 63°06' West a distance of 133.31 feet; thence South 02°03' East a distance of 185.67 feet; thence South 34°52'30" East a distance of 220.91 feet; thence South 23°57'30" East a distance of 270.32 feet, more or less, to a Point of Intersection with the aforementioned West Right-of-Way line of said Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3); thence Northerly along the curved West Right-of-Way line of said Clay County Road No. 96 (old Trunk Highway 75, formerly Clay County Highway No. 3), to the Point of Beginning, containing 3.425 acres, more or less;

TRACT 3

Located in Government Lot 3 of Section 29, Township 140, Range 48 described as follows: Beginning at the Point of Intersection of the East line of Section 29, Township 140 North, Range 48 West of the Fifth Principal Meridian and the South One-Sixteenth Line in said Section 29; thence North along the East line of said Section 29 a distance of 554.50 feet; thence West parallel to the aforementioned One-Sixteenth Line a distance of 214.00 feet; thence South parallel to the said East line of Section 29 a distance of 554.50 feet, more or less, to a Point of Intersection with the said South One-Sixteenth Line; thence East along the aforementioned One-Sixteenth Line a distance of 214.00 feet, more or less, to the Point of Beginning, containing 2.724 acres, more or less.

TRACT 4

A strip of land over and across the Northwest One-quarter of the Southwest One-quarter (NW $\frac{1}{4}$ SW $\frac{1}{4}$) and the Southeast One-quarter of the Southeast One-quarter of the Southwest One-quarter of the Northwest One-quarter (SE $\frac{1}{4}$ SE $\frac{1}{4}$ SW $\frac{1}{4}$ NW $\frac{1}{4}$) both in Section 28, Township 140 North, Range 48 West; said strip of land being all that part of the above described tracts which lies within a distance of 60 feet Northwesterly of the centerline of County Road No. 96, said centerline being described as follows: Beginning at a point on the North boundary of said Section 28, distant 1368.5 feet East of the Northwest corner thereof; thence run in a Southerly direction at an angle of 90°39' with said North boundary for a distance of 2214.2 feet; thence deflect to the right on a 4°00' curve, delta angle of 43°46" for a distance of 1094.2 feet; thence on tangent to said curve for a distance of 1335.2 feet and there terminating; said strip of land containing 1.342 acres.

Said land is conveyed subject to all easements and Right-of-Way of record and all highway Right-of-Way of record.

Said land herein conveyed contains 106.559 acres, more or less; and

58.900.1719

That part of Government Lot 4 of Section 29, Township 140 North, Range 48 West, described as follows: Beginning at a point on the south line of said Government Lot 4, 20 chains West of the southeast corner thereof, and running thence North 49 degrees East 15.95 chains; thence North 44 degrees East 1.32 chains; thence North 2 degrees 15 minutes West 8.52 chains to intersection with the north line of said Government Lot 4; thence west along said north line of Government Lot 4 to the intersection of the same with the Red River; thence south along the east bank of the Red River to the intersection of the south line of said Government Lot 4; thence east along the south line of said Government Lot 4 to place of beginning.

LESS county highway right of way lying within a distance of 33 feet southeasterly and 50 feet northwesterly of the following described line:

Beginning at the southwest corner of the Southeast Quarter of the Southeast Quarter of section 32, Township 140 North, Range 48 West; thence run northerly along the westerly boundary thereof at an angle of 89 degrees 30 minutes with the southerly boundary of said southeast Quarter of the Southeast Quarter of said Section 32, for a distance of 4996.6 feet; thence deflect to the right on a 8 degree curve,

delta angle 49 degrees 7 minutes, for a distance of 614 feet; thence on tangent to said curve, for a distance of 793.3 feet and there terminating.

is hereby approved contingent upon:

1. All excavated material must be removed/not be permanently stored in the Floodway or Flood Fringe.
2. No Rise Certification relating to excavation and/or fill in the FEMA Floodway required prior to the issuance of the Floodplain Development Permit.
3. The applicant shall receive all applicable required federal, state and local permits including a Floodplain Development Permit.

PASSED by the Moorhead Planning Commission this 6th day of May 2024.



Nicole Mattson, Chair
Moorhead Planning Commission



Attest: Robin Huston,
City Planner/Zoning Administrator



City Council Communication

May 13, 2024

SUBJECT:

Resolution to Approve Vacation of a portion of 1st Avenue S Right-of-Way in Schreiber's Addition

RECOMMENDATION:

The Mayor and City Council are asked to consider a Vacation of a portion of 1st Avenue S within Schreiber's Addition.

BACKGROUND/KEY POINTS:

The request is to facilitate a land sale of surplus City parcels to Burlington Northern Santa Fe (BNSF) Railroad. The completion of the 20th/21st Street Underpass along with a new wye track effectively eliminated the need for this section of 1st Avenue S. The remaining City-owned parcels along the affected portion of 1st Avenue S are landlocked between two railroad segments making redevelopment opportunities impractical. The sale of City-owned land to BNSF will relieve the City from maintaining these parcels and will provide opportunities for BNSF.

The Moorhead Planning Commission considered the request at their May 6, 2024 meeting and unanimously recommended approval of the Vacation with no public comment. The complete Planning Commission packet is available at:

<https://www.ci.moorhead.mn.us/government/boards-commissions/planning-commission>

FINANCIAL CONSIDERATIONS:

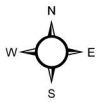
Not Applicable

Voting Requirements: Majority of Quorum

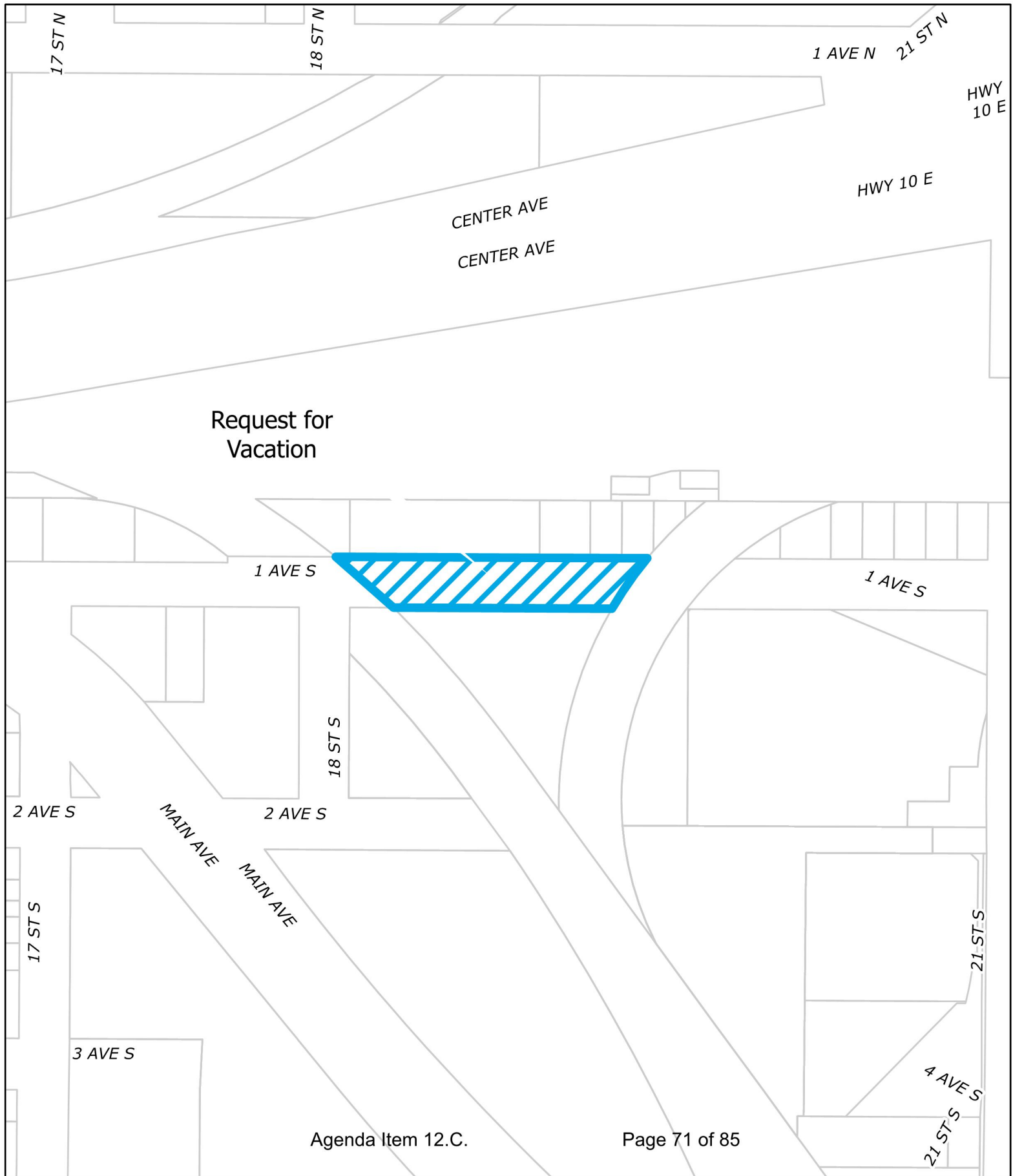
Submitted By:

Dan Mahli, City Manager
Robin Huston, City Planner / Zoning Administrator
Forrest Steinhoff, Assistant City Planner

Attachments: General Location Map
Draft Resolution
Resolution Exhibit A – Findings of Fact



General Location Map Vacation of Right of Way Schreibers Addition - Portion of 1st Ave S



RESOLUTION

Resolution to Approve Vacation of a portion of 1st Avenue S Right-of-Way in Schreiber's Addition

WHEREAS, the City of Moorhead has requested a vacation of right-of-way within Schreiber's Addition, described as follows:

That part of First Avenue South (formerly known as Main Street), as dedicated in SCHREIBER'S ADDITION to the City of Moorhead, according to the recorded plat thereof, lying easterly of the northwesterly continuation of the westerly line of Block 27, said SCHREIBER'S ADDITION to the City of Moorhead and lying westerly of a line run parallel with and distant 100.00 feet westerly of the following described "Line A".

Said "Line A" is described as commencing at the intersection of the east line of the Northwest Quarter of Section 9, Township 139, Range 48, Clay County, Minnesota with the northerly line of the Burlington Northern Santa Fe Railroad (BNSF) right of way being a strip of land 100 feet in width being 50 feet on each side of the centerline of the Burlington Northern Santa Fe Railroad (BNSF) across said Section 9; thence North 36 degrees 12 minutes 38 seconds West, assumed bearing, along said northerly line a distance of 935.85 feet to the point of beginning of said "Line A"; thence North 26 degrees 14 minutes 47 seconds West a distance of 5.00 feet; thence northwesterly, northerly and northeasterly 849.01 feet along a tangential curve concave to the east having a radius of 496.00 feet and a central angle of 98 degrees 04 minutes 27 seconds to the intersection with the north line of Block 22, said SCHREIBER'S ADDITION to the City of Moorhead and said "Line A" there terminating; and

WHEREAS, a public hearing to consider the vacation request was held on May 6, 2024 before the Moorhead Planning Commission following public notice as required by law and all interested and affected persons were given an opportunity to voice their concerns; and

WHEREAS, following the public hearing, the Moorhead Planning Commission unanimously recommended approval of the vacation described herein; and

WHEREAS, the easement vacation has been found consistent with the following considerations:

- A. The proposed action has been considered in relation to the specific policies and provisions of, and has been found to be consistent with, the official City Comprehensive Plan and with the purpose of the zoning district in which the applicant intends to locate the proposed use.
 - The proposed vacation is consistent with Moorhead's 2022 Comprehensive Plan and Zoning Code.
- B. The proposed vacation request is compatible with the present and future uses of the area.
 - The proposed vacation will not be detrimental to traffic circulation, access, emergency services, or utilities facilities.
- C. The proposed action will benefit the public interest.
 - The proposed vacation will benefit the public interest by transferring surplus City property to BNSF Railroad.
- D. The proposed action has been considered in relation to City Charter, City Code and MN State Statutes and Rules and has been found consistent with said regulations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Council herein adopts the Findings of Fact approved by the Moorhead Planning Commission in the attached Exhibit A and approved the right of way vacation within Schreiber's Addition, described as follows:

That part of First Avenue South (formerly known as Main Street), as dedicated in SCHREIBER'S ADDITION to the City of Moorhead, according to the recorded plat thereof, lying easterly of the northwesterly continuation of the westerly line of Block 27, said SCHREIBER'S ADDITION to the City of Moorhead and lying westerly of a line run parallel with and distant 100.00 feet westerly of the following described "Line A".

Said "Line A" is described as commencing at the intersection of the east line of the Northwest Quarter of Section 9, Township 139, Range 48, Clay County, Minnesota with the northerly line of the Burlington Northern Santa Fe Railroad (BNSF) right of way being a strip of land 100 feet in width being 50 feet on each side of the centerline of the Burlington Northern Santa Fe Railroad (BNSF) across said Section 9; thence North 36 degrees 12 minutes 38 seconds West, assumed bearing, along said northerly line a distance of 935.85 feet to the point of beginning of said "Line A"; thence North 26 degrees 14 minutes 47 seconds West a distance of 5.00 feet; thence northwesterly, northerly and northeasterly 849.01 feet along a tangential curve concave to the east having a radius of 496.00 feet and a central angle of 98 degrees 04 minutes 27 seconds to the intersection with the north line of Block 22, said SCHREIBER'S ADDITION to the City of Moorhead and said "Line A" there terminating

contingent upon the following conditions:

1. Utility easement to be retained over vacated area.
2. Owner will be responsible for rerouting of existing utilities/reestablishing easements or must provide additional easements, if needed.
3. Owner to receive all required federal, state and local permits.

BE IT FURTHER RESOLVED, by the City of Moorhead, Minnesota that said vacation of a portion of 1st Avenue S is hereby approved contingent upon a utility easement being retained over the entire vacated area herein described.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

**Right of Way Vacation
Moorhead Planning Commission
Findings of Fact**

REQUEST: Vacation of 1st Avenue S Right of Way within Schreiber's Addition

LOCATION: A portion of 1st Avenue S Right-of-Way lying between the West line of BNSF Railroad Right-of-Way and the East line of BNSF Railroad Right-of-Way, Schreiber's Addition, Moorhead, Minnesota

APPLICANT: City of Moorhead

FILE NO: 24P010

WHEREAS, the Moorhead Planning Commission received a full and complete application for Vacation of Right of Way within Schreiber's Addition, described as:

That part of First Avenue South (formerly known as Main Street), as dedicated in SCHREIBER'S ADDITION to the City of Moorhead, according to the recorded plat thereof, lying easterly of the northwesterly continuation of the westerly line of Block 27, said SCHREIBER'S ADDITION to the City of Moorhead and lying westerly of a line run parallel with and distant 100.00 feet westerly of the following described "Line A".

Said "Line A" is described as commencing at the intersection of the east line of the Northwest Quarter of Section 9, Township 139, Range 48, Clay County, Minnesota with the northerly line of the Burlington Northern Santa Fe Railroad (BNSF) right of way being a strip of land 100 feet in width being 50 feet on each side of the centerline of the Burlington Northern Santa Fe Railroad (BNSF) across said Section 9; thence North 36 degrees 12 minutes 38 seconds West, assumed bearing, along said northerly line a distance of 935.85 feet to the point of beginning of said "Line A"; thence North 26 degrees 14 minutes 47 seconds West a distance of 5.00 feet; thence northwesterly, northerly and northeasterly 849.01 feet along a tangential curve concave to the east having a radius of 496.00 feet and a central angle of 98 degrees 04 minutes 27 seconds to the intersection with the north line of Block 22, said SCHREIBER'S ADDITION to the City of Moorhead and said "Line A" there terminating.; and

WHEREAS, the vacation is to accommodate land transfer to BNSF Railroad; and

WHEREAS, the Moorhead Planning Commission held a public hearing on the aforementioned request on May 6, 2024; and

WHEREAS, upon considering the application, staff report and analysis, public testimony and comment, and all other pertinent and available information, the Moorhead Planning Commission finds the following:

Findings of Fact

- A full and complete application was filed by City of Moorhead, received on March 22, 2024 (herein referred to as "Application") seeking a Vacation of Right of Way within Schreiber's Addition, legally described as:

That part of First Avenue South (formerly known as Main Street), as dedicated in SCHREIBER'S ADDITION to the City of Moorhead, according to the recorded plat thereof, lying easterly of the northwesterly continuation of the westerly line of Block 27, said SCHREIBER'S ADDITION to the City of Moorhead and lying westerly of a line run parallel with and distant 100.00 feet westerly of the following described "Line A".

Said "Line A" is described as commencing at the intersection of the east line of the Northwest Quarter of Section 9, Township 139, Range 48, Clay County, Minnesota with the northerly line of the Burlington Northern Santa Fe Railroad (BNSF) right of way being a strip of land 100 feet in width being 50 feet on each side of the centerline of the Burlington Northern Santa Fe Railroad (BNSF) across said Section 9; thence North 36 degrees 12 minutes 38 seconds West, assumed

bearing, along said northerly line a distance of 935.85 feet to the point of beginning of said "Line A"; thence North 26 degrees 14 minutes 47 seconds West a distance of 5.00 feet; thence northwesterly, northerly and northeasterly 849.01 feet along a tangential curve concave to the east having a radius of 496.00 feet and a central angle of 98 degrees 04 minutes 27 seconds to the intersection with the north line of Block 22, said SCHREIBER'S ADDITION to the City of Moorhead and said "Line A" there terminating.; and

- The request is to accommodate land transfer to BNSF Railroad.
- A public hearing was held by the Planning Commission on May 6, 2024 on the application allowing all interested persons an opportunity to speak, full and complete record of which is detailed in the minutes of the Moorhead Planning Commission.
- The request has been found consistent with the following considerations:
 - A. The proposed action has been considered in relation to the specific policies and provisions of, and has been found to be consistent with, the official City Comprehensive Plan and with the purpose of the zoning district in which the applicant intends to locate the proposed use.
 - The proposed vacation is consistent with the 2022 Comprehensive Plan and Zoning Code.
 - B. The proposed vacation request is compatible with the present and future uses of the area.
 - The proposed vacation will not be detrimental to traffic, circulation, access, emergency services, or utilities facilities.
 - C. The proposed action will benefit the public interest.
 - The proposed vacation will accommodate land transfer to BNSF Railroad.
 - D. The proposed action has been considered in relation to City Charter, City Code and MN State Statutes and Rules and has been found consistent with said regulations.

NOW, THEREFORE, BE IT RESOLVED by the Moorhead Planning Commission that based upon the above Findings of Fact, the request of City of Moorhead for Vacation of Right of Way within Schreiber's Addition, legally described as:

That part of First Avenue South (formerly known as Main Street), as dedicated in SCHREIBER'S ADDITION to the City of Moorhead, according to the recorded plat thereof, lying easterly of the northwesterly continuation of the westerly line of Block 27, said SCHREIBER'S ADDITION to the City of Moorhead and lying westerly of a line run parallel with and distant 100.00 feet westerly of the following described "Line A".

Said "Line A" is described as commencing at the intersection of the east line of the Northwest Quarter of Section 9, Township 139, Range 48, Clay County, Minnesota with the northerly line of the Burlington Northern Santa Fe Railroad (BNSF) right of way being a strip of land 100 feet in width being 50 feet on each side of the centerline of the Burlington Northern Santa Fe Railroad (BNSF) across said Section 9; thence North 36 degrees 12 minutes 38 seconds West, assumed bearing, along said northerly line a distance of 935.85 feet to the point of beginning of said "Line A"; thence North 26 degrees 14 minutes 47 seconds West a distance of 5.00 feet; thence northwesterly, northerly and northeasterly 849.01 feet along a tangential curve concave to the east having a radius of 496.00 feet and a central angle of 98 degrees 04 minutes 27 seconds to the intersection with the north line of Block 22, said SCHREIBER'S ADDITION to the City of Moorhead and said "Line A" there terminating.; and

is hereby approved contingent upon:

1. Utility easement to be retained over vacated area.
2. Owner will be responsible for rerouting of existing utilities/reestablishing easements or must provide additional easements, if needed.
3. Owner to receive all required federal, state and local permits.

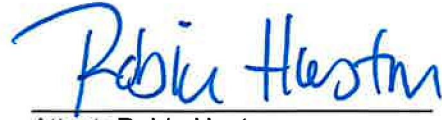
BE IT FURTHER RESOLVED, said vacation of a portion of 1st Avenue S is hereby approved contingent

upon a utility easement being retained over the entire vacated area herein described.

PASSED by the Moorhead Planning Commission this 6th day of May, 2024.



Nicole Mattson, Chair
Moorhead Planning Commission



Attest: Robin Huston,
City Planner/Zoning Administrator



City Council Communication

May 13, 2024

SUBJECT:

Resolution to Approve Preliminary and Final Plat relating to Moorhead Downtown Addition

RECOMMENDATION:

The Mayor and City Council are asked to consider a Preliminary and Final Plat for Moorhead Downtown Addition.

BACKGROUND/KEY POINTS:

The request is intended to facilitate the redevelopment of the Moorhead Center Mall site. The proposed plat shifts away from the urban renewal era and incorporates new urbanism principles by promoting a walkable, mixed-use district and a more traditional neighborhood design. The proposed plat also incorporates elements from the Downtown and Comprehensive plans which involved significant public engagement.

The Moorhead Planning Commission considered the request at their May 6, 2024 meeting and unanimously recommended approval of the Preliminary and Final Plat with one public comment from S. Kreps, More Than Words Bookstore, who voiced concerns about accessible parking spaces on the east side of the store. Staff noted that for now there would be no changes to the parking in front of the store and there are access easements for the building and the east side of the building on the plat, but because that parking area is on City property, it may redevelop in the future. The complete Planning Commission packet is available at:

<https://www.ci.moorhead.mn.us/government/boards-commissions/planning-commission>

FINANCIAL CONSIDERATIONS:

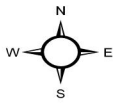
Not Applicable

Voting Requirements: Majority of Council

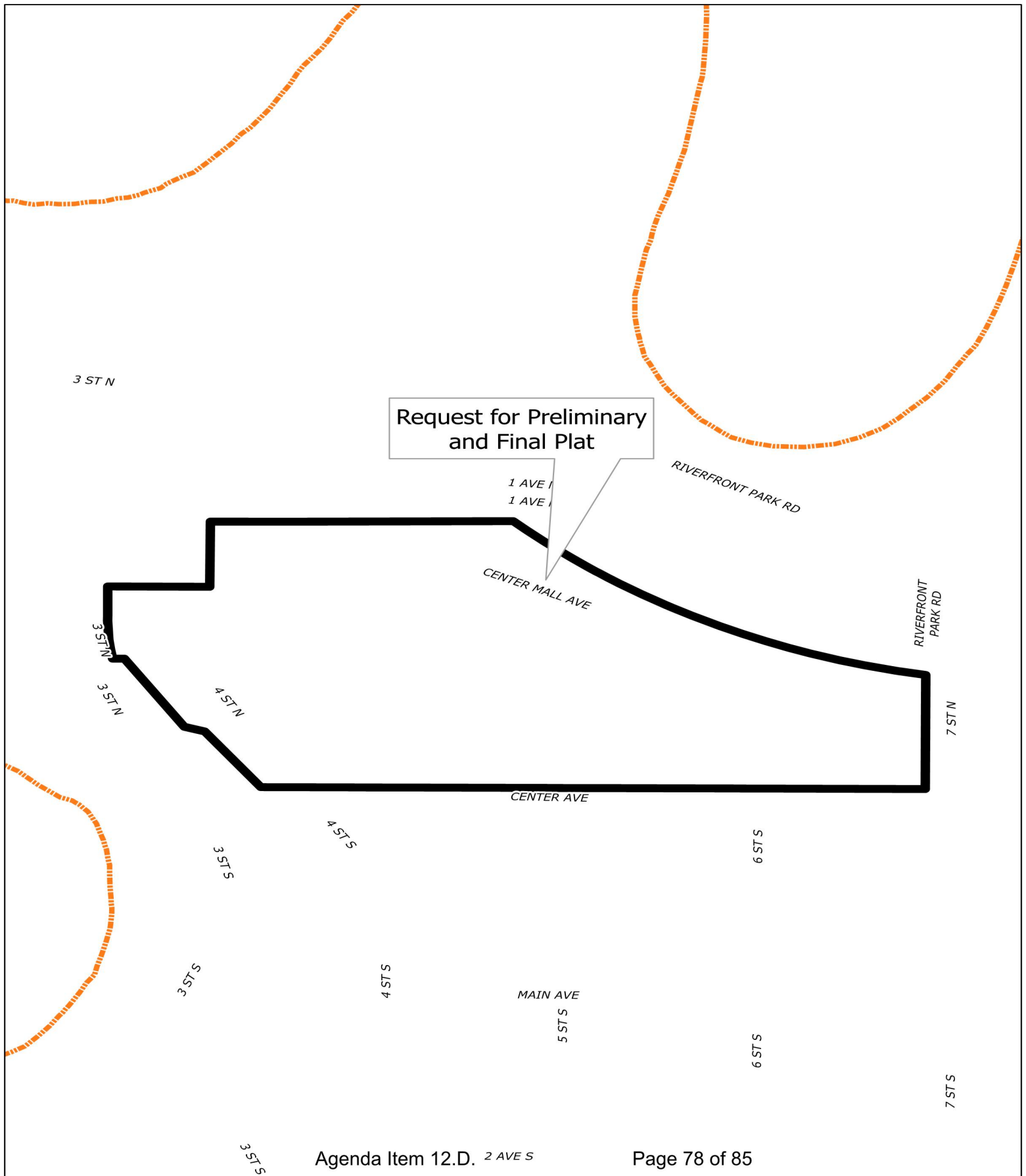
Submitted By:

Dan Mahli, City Manager
Robin Huston, City Planner / Zoning Administrator
Forrest Steinhoff, Assistant City Planner

Attachments: General Location Map
Preliminary and Final Plat Drawing
Draft Resolution



General Location Map Moorhead Downtown Addition Preliminary & Final Plat



MOORHEAD DOWNTOWN ADDITION

BEING A REPLAT OF

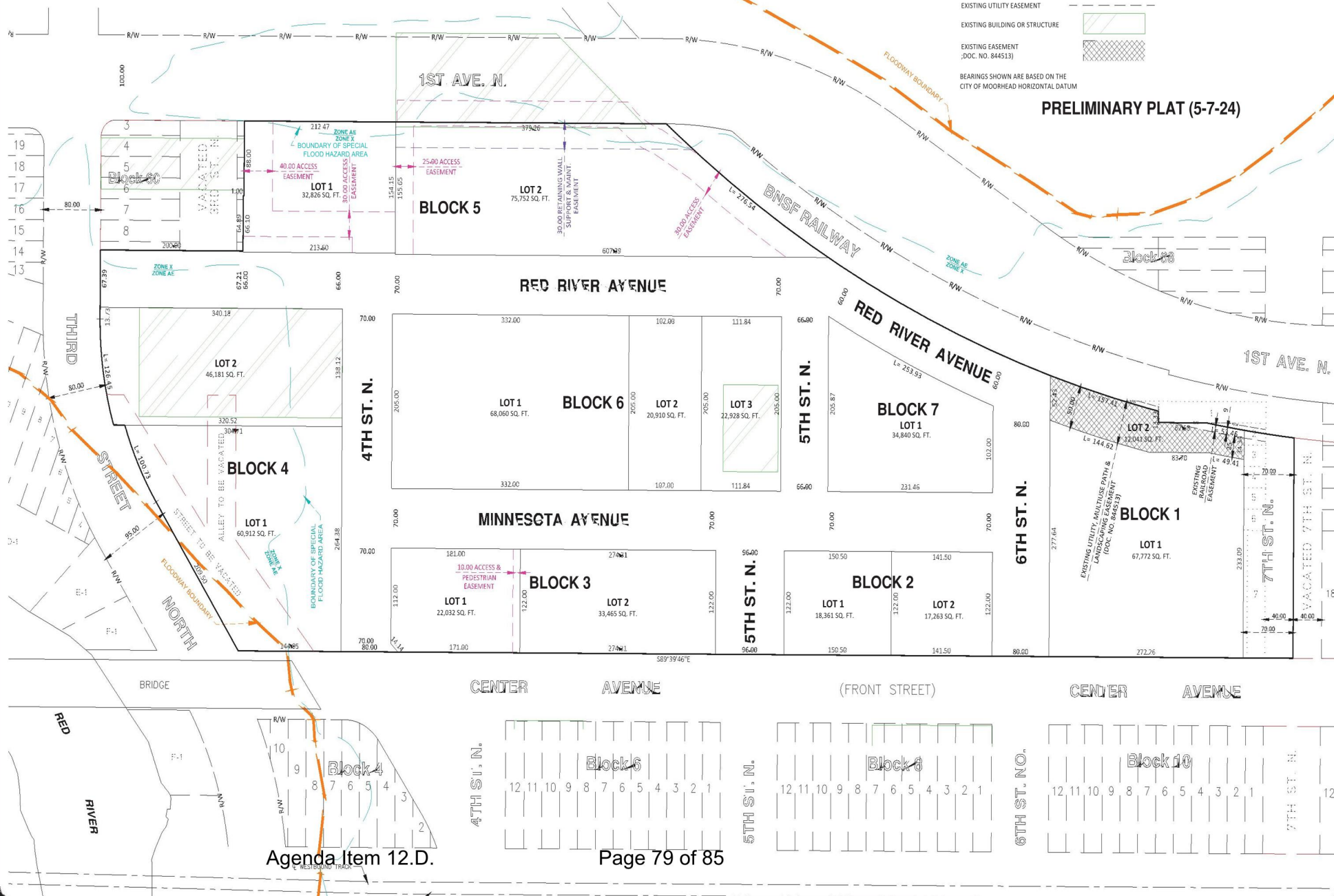
TO THE CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA

LEGEND

IRON MONUMENT FOUND	
1/2" I.D. PIPE SET	
MEASURED BEARING	N00°00'00"E
PLAT OR RECORD BEARING	(N00°00'00"E)
MEASURED DISTANCE	100.00'
PLAT OR RECORD DISTANCE	(100.00')
PLAT BOUNDARY	
NEW LOT LINE	
NEW UTILITY EASEMENT	
EXISTING PLATTED LOT LINE	
EXISTING PROPERTY LINE	
EXISTING RIGHT-OF-WAY LINE	
EXISTING UTILITY EASEMENT	
EXISTING BUILDING OR STRUCTURE	
EXISTING EASEMENT (DOC. NO. 844513)	

BEARINGS SHOWN ARE BASED ON THE
CITY OF MOORHEAD HORIZONTAL DATUM

PRELIMINARY PLAT (5-7-24)



RESOLUTION

Resolution to Approve Preliminary and Final Plat relating to Moorhead Downtown Addition

WHEREAS, the City of Moorhead, MCM Development, LLC, and Sterling Development Group Four, LLC has requested a preliminary and final plat approval for Moorhead Downtown Addition, legally described as:

To be added once Title Opinion has been completed

WHEREAS, a public hearing to consider the preliminary and final plat request was held on May 6, 2024 before the Moorhead Planning Commission following public notice as required by law and all interested and affected persons were given an opportunity to voice their concerns; and

WHEREAS, following the public hearing, the Moorhead Planning Commission unanimously recommended approval of the preliminary and final plat subject to the conditions noted below; and

WHEREAS, the City Council of the City of Moorhead finds the preliminary and final plat of Downtown Moorhead Addition consistent with Title 11 of the Moorhead City Code;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the preliminary and final plat of Downtown Moorhead Addition is hereby approved contingent upon the following conditions:

1. Property abstracts and Title Opinions to be finalized along with any required plat updates as directed by the City Attorney or City Engineer.
2. Signature page with the following to be provided once Title Opinions finalized:
 - i. All owner names
 - ii. Legal descriptions
 - iii. Statements dedicating easements and streets
3. Vacation of alleys, streets and easements as required by Title Opinions
4. Correction to the plat as follows:
 - a. Location of plat monuments and distances once legal description finalized.
5. Applicant to receive all required federal, state and local permits.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

May 13, 2024

SUBJECT:

Resolution to Approve Budget Adjustment #24-014 Related to the Cost of Updating the Transit Development Plan

RECOMMENDATION:

The Mayor and City Council are asked to consider approval of Budget Adjustment #24-014 to provide local share match to the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) to request proposals from consultants, to select a consultant and begin work on the five-year update to the Transit Development Plan (TDP).

BACKGROUND/KEY POINTS:

The 2021-2025 Transit Development Plan will expire at the end of 2025. The plan is a federal requirement and provides a five-year vision and guidance for the Fargo-Moorhead metro area transit system with an emphasis on future needs and sustainable growth. The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) has notified us that grant funds are available to request proposals and begin working on the TDP in 2024 and complete the plan in 2025. A local match is needed to support this planning work.

The draft Request for Proposals (RFP) will be reviewed by the Metro COG Transportation Technical Committee and the Policy Board in May.

FINANCIAL CONSIDERATIONS:

Metro COG has federal grant funds available and estimates the total cost for the project to be \$200,000. The grant funds will be spent \$100,000 in 2024 and \$100,000 in 2025. The 20% local match will be split one-third Moorhead and two-thirds Fargo per our standard cost-sharing formula. Moorhead's 2024 local match will be \$6,667 ($\$100,000 \times 20\% = \$20,000 \times 1/3 = \$6,667$). Revenue is available from the Mass Transit Reserve Fund or potentially from Transit's Federal CARES Act grant (pending FTA consideration).

Budget Adjustment #24-014

Fund Name	Acct. Description	Expenditure	Funding Source
Mass Transit	Section 5303 Planning-Professional Services	\$6,667.00	
Mass Transit	From Reserves		\$6,667.00
	Total	\$6,667.00	\$6,667.00



City Council Communication

May 13, 2024

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Lori Van Beek, Transit Manager

Attachments:

RESOLUTION

Resolution to Approve Budget Adjustment #24-014 Related to the Cost of Updating the Transit Development Plan

WHEREAS, the Fargo-Moorhead 2021-2025 Transit Development Plan (TDP) will expire on December 31, 2025; and

WHEREAS, the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is responsible for updating the TDP, which makes public transit projects eligible for future Federal funding; and

WHEREAS, Metro COG has notified the City of Moorhead that federal grant funds are available to begin the 2026-2030 Transit Development Plan in calendar year 2024 and complete the Plan in 2025, which requires a 20% local match from the City of Moorhead and City of Fargo;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that they do hereby approve Budget Adjustment 24-014 to the Mass Transit fund for Moorhead's share of the local match not to exceed \$6,667.00 payable to Metro COG for the update to the TDP.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

May 13, 2024

SUBJECT:

Resolution to Approve Legal Services Agreement with Ohnstad Twichell, PC

RECOMMENDATION:

The Mayor and City Council are asked to consider a three-year extension agreement for a Legal Services Agreement with Ohnstad Twichell, PC

BACKGROUND/KEY POINTS:

The City Council entered into its current Legal Services Agreement with Ohnstad Twichell PC on July 1, 2021, which is set to renew on July 1, 2024. The agreement provides that it shall be amended by a written instrument executed by both parties. The City and Ohnstad Twichell PC wish to renew for another three (3) years for Legal Services commencing on July 1, 2024 and ending on June 30, 2027.

FINANCIAL CONSIDERATIONS:

Funds are contained within the 2024 Operating Budget for the cost of legal services in Moorhead.

Voting Requirements: 2/3 of Council (6)

Submitted By:

Dan Mahli, City Manager

Attachments:

RESOLUTION

Resolution to Approve Legal Services Agreement with Ohnstad Twichell, PC

WHEREAS, the Mayor and City Council desire to enter into a Legal Services Agreement with Ohnstad Twichell, PC beginning July 1, 2024; and

WHEREAS, the City of Moorhead wishes to extend Legal Services provided by Ohnstad Twichell subject to the agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead of the City of Moorhead, Minnesota, that the Legal Services Agreement for July 2024 is approved and the Mayor and City Manager are authorized to execute the option with Ohnstad Twichell, PC.

PASSED: May 13, 2024 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk