



**CITY COUNCIL
MEETING AGENDA
MAY 27, 2025 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. Presentation: Cleanup Days 2025
6. Approve Minutes
 - A. May 12, 2025 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
 - A. *Resolution for Appointments to Boards and Committees
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 Regarding the Request of Kevin Bartram on behalf of RFI2, LLC for a Renaissance Zone Property Tax Exemption for a Multi-family Residential Redevelopment Project located at the corner of 14th Street and Main Ave (58.847.0320; 58.847.0330; 58.847.0340; 58.847.0350)
 - B. Resolution to Approve a Renaissance Zone Property Tax Exemption for RFI2, LLC, to Construct a Multi-family Residential Redevelopment Project located at the corner of 14th Street and Main Ave (58.847.0320; 58.847.0330; 58.847.0340; 58.847.0350)

10. Engineering Department
 - A. *Resolution to Award Bid for the Reconstruction of 34th St N from 4th Ave S to 3rd Ave N. Eng. No. 23-02-01
 - B. *Resolution to Authorize Submission of Grant Applications – Bluestem/40 Ave S (Fargo) Bicycle/Pedestrian Bridge
11. Community Development Department
 - A. *Second Reading of Ordinance 2025-06: An Ordinance Amending the Official Zoning Map Rezoning Parcels within Mixed Use Zoning Districts and Parcels with Mixed Use Future Land Use Designation, and Amending and Reenacting Title 10, Chapter 18, Use Regulations.
 - B. *Resolution to Approve Title & Summary of Ordinance 2025-06
 - C. *Resolution to Approve Agreement with Mead and Hunt for AWOS design and bidding services at Moorhead Municipal Airport - Florence Klingensmith Field
12. Moorhead Public Service
 - A. *Resolution to Award Bid for Roof Replacement at 415 Highway 75 North
13. Administration
 - A. *Resolution to Approve 2025-2026 Liquor License Renewals
 - B. *Resolution to Approve Off-Site Gambling Permit to Moorhead Youth Hockey Association on October 9, 2025
 - C. Resolution to Approve Guaranteed Maximum Price Amendment #2 to the Agreement with McGough Construction Co., LLC for Construction Manager at Risk (CMAR) Services for the Moorhead City Hall Renovation
14. Mayor and Council Reports
15. City Manager Reports
16. Executive Session
17. New Business
18. Adjourn

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in City Council meetings will be provided. To arrange assistance, call the City Clerk's office at 218.299.5166 (voice) or 711 (TDD/TTY).

Visit our website at www.cityofmoorhead.com



CITY COUNCIL
MEETING MINUTES May 12, 2025 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM

1. Call to Order and Roll Call

Present: Council Member: Ryan Nelson
Council Member: Nicole Mattson
Council Member: Heather Nesemeier
Council Member: Emily Moore
Council Member: Deb White
Council Member: Lisa Borgen
Council Member: Sebastian McDougall
Council Member: Chuck Hendrickson
Mayor: Shelly Carlson

Absent:

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

Motion to Approve made by Lisa Borgen and seconded by Heather Nesemeier

Motion Passed

For: 8; Nelson, Mattson, Nesemeier, Moore, White, Borgen, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0

5. Recognitions - Presentations

A. MoorHeart Recognition: Migdalia Caballero Medina

Governmental Affairs Director Lisa Bode presented the MoorHeart recognition to Migdalia Caballero Medina. Ms. Medina shared appreciation for the community in Moorhead.

B. Presentation: Sanford Ambulance Annual Report

Sanford Ambulance Director of Emergency Services Tim Meyer shared Sanford Ambulance's 2024 Annual Report.

6. Approve Minutes

A. April 28, 2025 Meeting Minutes

Motion to Approve April 28, 2025 Meeting Minutes made by Sebastian McDougall and seconded by Nicole Mattson

Motion Passed

For: 8; Nelson, Mattson, Nesemeier, Moore, White, Borgen, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0

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

Two Moorhead residents addressed the City Council regarding Moorhead Public Service's meter installations.

8. *Mayor and Council Appointments

9. Public Hearings (5:45 pm)

A. Public Hearing to Authorize the Elimination of LinkFM Service to Select Events

Motion to Open Public Hearing made by Heather Nesemeier and seconded by Sebastian McDougall

Motion Passed

For: 8; Nelson, Mattson, Nesemeier, Moore, White, Borgen, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0

Assistant Transit Director Cole Swingen presented a MATBUS proposal to eliminate LinkFM services to select events.

Motion to Close Public Hearing made by Lisa Borgen and seconded by Heather Nesemeier

Motion Passed

For: 8; Nelson, Mattson, Nesemeier, Moore, White, Borgen, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0

B. Resolution to Authorize Elimination of LinkFM Service for Specified Public Events

Motion to Approve Resolution to Authorize Elimination of LinkFM Service for Specified Public Events made by Lisa Borgen and seconded by Deb White

Motion Passed

For: 8; Nelson, Mattson, Nesemeier, Moore, White, Borgen, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0

10. Engineering Department

A. *Resolution to Receive Petitions for Prairie Parkway 2nd Addition Improvements (Eng. No. 25-A6-02)

B. *Resolution to Order Improvements and Declare Intent to Assess Underground Utility Improvements in Prairie Parkway 2nd Addition (Eng. No. 25-A6-02)

C. *Resolution to Approve Agreement of Special Assessment and Waiver of Irregularity and Appeal for Prairie Parkway 2nd Addition (Eng. No. 25-A6-02)

D. *Resolution to Approve Agreement with Red River Valley Co-Op Power to Relocate

Electric Utilities in Prairie Parkway 2nd Addition (Eng. No. 25-A6-02)

- E. *Resolution to Award Bid for Prairie Parkway 2nd Addition Underground Utility Improvements (Eng. No. 25-A6-02)
- F. *Resolution to Approve a Right-of-Way Occupancy Agreement with AT&T Enterprises, LLC

11. Community Development Department

- A. *First Reading of Ordinance 2025-06: An Ordinance Amending the Official Zoning Map Rezoning Parcels within Mixed Use Zoning Districts and Parcels with Mixed Use Future Land Use Designation, and Amending and Reenacting Title 10, Chapter 18, Use Regulations.

12. Police Department

- A. *Resolution to Approve Addendum 2 of the Metro Street Crimes Unit (MSCU) Agreement

13. Mayor and Council Reports

Council Member White attended a Clay County Joint Powers meeting as well as a Conversations with Council Members event. Council member White stated the next Global Market is May 20 from 5:00-7:00 at the Hjemkomst Center. Council Member White is serving on the search/selection committee for the next Executive Director of the Historical and Cultural Society of Clay County.

Council Member Hendrickson attended luncheon of the FM Morning Music Club as well as a ribbon cutting for Fix it Forward.

Council Member Borgen attended Missouri River Energy Service's annual meeting in Sioux Falls, SD.

Mayor Carlson attended the MN Young American Leaders gathering for alumni & new participants and weekly flood mitigation check-ins. Mayor Carlson attended a meet and greet with MSUM's new men's basketball coach, a Chamber Pulse event with local public safety leaders, and met with MSUM's Beyond the Yellow Ribbon group. Mayor Carlson also offered a welcome at the FM Area Foundation's professional advisors event.

14. City Manager Reports

City Manager Mahli reported the Moorhead Police Department passed an organizational audit conducted by MN POST. City Manager Mahli recognized Sgt Joe Brannan, Crime Analyst Cameron Jenson, Police Chief Helmick, and former Police Chief Monroe. City Manager Mahli congratulated Assistant Planner Brittany Cameron and Communications Coordinator Kelly Kuntz for being selected to represent the region at the Minnesota Young American Leaders program. Last year's alum includes Moorhead Police Detective Jordan Werk. City Manager Mahli recognized Sgt Michelle Voeltz who graduated from the International Association of Chiefs of Police leadership program on April 28. City Manager Mahli recognized Moorhead's economic and community development team and Minnesota's Department of Employment and Economic Development (DEED) who nominated Moorhead for a CiCi Award for its work with DG fuels on a sustainable aviation fuel facility in Moorhead's MCCARA business park. City Manager Mahli stated Moorhead is being recognized as a Step 5 GreenStep City at the League of MN Cities' annual conference in Duluth in June. City Manager Mahli thanked Assistant Planner Ethan Johnk and Community Development Director Kristie Leshovsky for their help communicating and reporting progress.

- 15. Executive Session
 - 16. New Business
 - 17. Adjourn
- 6:35p.m.

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.

DRAFT

RESOLUTION

Resolution for Appointments to Boards and Committees

BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City council does hereby approve the following committee appointments:

Economic Development Authority

Sheri Larson, Moorhead resident, is appointed to a term commencing May 28, 2025 and ending January 31, 2028. (At-Large)

PASSED: May 27, 2025 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 27, 2025

SUBJECT:

Public Hearing Regarding the Request of Kevin Bartram on behalf of RFI2, LLC for a Renaissance Zone Property Tax Exemption for a Multi-family Residential Redevelopment Project located at the corner of 14th Street and Main Ave (58.847.0320; 58.847.0330; 58.847.0340; 58.847.0350)

RECOMMENDATION:

The Mayor and City Council are asked to conduct a Public Hearing and consider, upon the unanimous recommendation of the Moorhead Economic Development Authority, approval of a Renaissance Zone property tax exemption for RFI2, LLC to construct a multi-family residential redevelopment project located at the corner of 14th Street and Main Ave.

BACKGROUND/KEY POINTS:

The Moorhead City Council and Moorhead Economic Development Authority find that granting property tax exemptions pursuant to program requirements set forth in policies approved on September 12, 2011, increases the community's long-term economic vitality through the creation of additional housing choice, new jobs, increasing employment opportunities for Moorhead residents and expanding Moorhead's property tax base. Further, that existing business will benefit by increasing total number of businesses in Moorhead, thereby positioning Moorhead as a destination to more customers.

Renaissance Zone: Moorhead's Renaissance Zone (RZ) is a zone targeting urban development, infill, and redevelopment of commercial or residential properties within the zone to concentrate reinvestment in Moorhead's downtown, near downtown, and transitional areas. Both commercial and multi-family residential may qualify for a 100% exemption. The City of Moorhead offer extended property tax exemption terms for this area as an added incentive to spur development within the zone. The project is in the downtown area of the RZ. There is no minimum job goal within the RZ.

Project: RFI2, LLC represented by Kevin Bartram, has plans to redevelop a former gas station site which has been vacant since at least 2008 with known contamination issues by demolishing the structure, removing any remaining underground tanks (if any), and cleaning up any leak sites related to the petroleum tanks. He will also demolish two residential structures (an adjacent house and a garage/apartment) to construct a new 28-unit, walkup style apartment building fronting Main Avenue which includes a mix of 1, 2, and 3-bedroom units. It is anticipated that residents would be a mix of college students, young professionals, and others interested in living downtown. The project also includes 18 garage parking stalls and 25 off-street parking spaces behind the apartment building.

The project compliments existing businesses, the surrounding neighborhood, and the downtown in general. It is thoughtfully designed to add a mix of unit types and sizes, all of which open to public streets and encourage neighborhood interactions. Materials are carefully selected to blend with the neighborhood to create a more residential scale.



City Council Communication

May 27, 2025

Goals & Objectives: The [Renaissance Zone Policy](#) requires the applicant to outline how their project will meet or exceed the City's Renaissance Zone goals and objectives. Here are the highlights:

- ✓ Activity Generators – High quality housing will generate more activity for all nearby businesses.
- ✓ Walkable Districts – The project is within walking distance to grocery store, pharmacy, banks, universities, churches, eateries, coffee shops, bars, shopping, and park facilities.
- ✓ Transportation – The project includes garages and off-street parking for its tenants behind the apartment building. The building faces Main Ave with walk-up units that generate activity at the street level. Public transportation is very accessible at this site.
- ✓ Infill – The project reduces blight by demolishing a vacant gas station and adjacent structures and constructing a new 28-unit multi-family apartment building using existing infrastructure within walking distance to many downtown services and amenities.
- ✓ More objectives are included in the attached application.

Exemption Term: The term of the exemption is based on the developer's capital investment per square foot. To calculate "per square foot" values, the investment number is divided by the total square footage of the entire building, excluding the basement (if any) and all nonworking or non-living areas. Capital investment costs are defined as *"demolition, repair, replacement, or renovation of a building's exterior, roof, structural systems, electrical/plumbing, heating/ventilation/air condition systems, windows, exterior doors, elevator improvements, and accessibility improvements. In addition, capital costs include soft costs including architecture and construction management fees."*

Cost per Square Foot Calculation

New Construction

\$5,000,000 cost / 24,440 sf = ~\$205 cost/sf

Based on the above criteria and the projections found within the application, this project is eligible for a 15-year exemption period. The exemption breakdown is for a period of fifteen years at 100% exemption for the first five-years, 75% exemption for years six through ten, and 50% exemption for years eleven through fifteen. Please see the attached application for more details.

Timeline: Construction of the project, if approved, will begin in Summer 2025 with an anticipated completion Summer of 2026. Whatever construction is completed in 2025 will be assessed January 2, 2026, and become payable in 2027. Therefore, the first year of the proposed exemption would be 2027. In the event that construction is only partially complete on January 2, 2026, the project operator may choose to pay taxes for the partial year and begin the full exemption in 2028.



City Council Communication

May 27, 2025

Zoning: The parcel is located within the “MU-3 Commercial Mixed Use” zoning district. The proposed use is permitted within the zoning district. The final building plans will meet all the requirements of the MU-3 zoning district.

City Code states that “The purpose of the MU-3 district is to create a flexible approach to land use that enhances residential and commercial development by encouraging a balance of mixed land uses that provide unique places for people to live, work and shop. The MU-3 district encourages a variety of uses aimed at providing a diversity of jobs, residential opportunities, entertainment venues, and concentrated commercial services and shopping facilities. The district encourages a scale of development and mixture of uses that promotes safe and efficient movements for pedestrians, bicyclists, transit users and motor vehicles while maintaining the character and integrity of adjacent residential neighborhoods.” (Ord. 2012-2, 2-27-2012)

FINANCIAL CONSIDERATIONS:

A property tax exemption is forgone tax revenue for a period of time. The maximum benefit to the applicant for this redevelopment project is estimated at approximately \$532,962 in property tax exemptions using an estimated new assessed building value (\$2,960,000) and current tax rate (1.6%) for a period of fifteen (15) years (5 years at 100%, 5 years at 75%, 5 years at 50%).

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Amy Thorpe, Economic Development Program Administrator

Attachments: General Location Map
Renaissance Zone Application
Draft Resolution

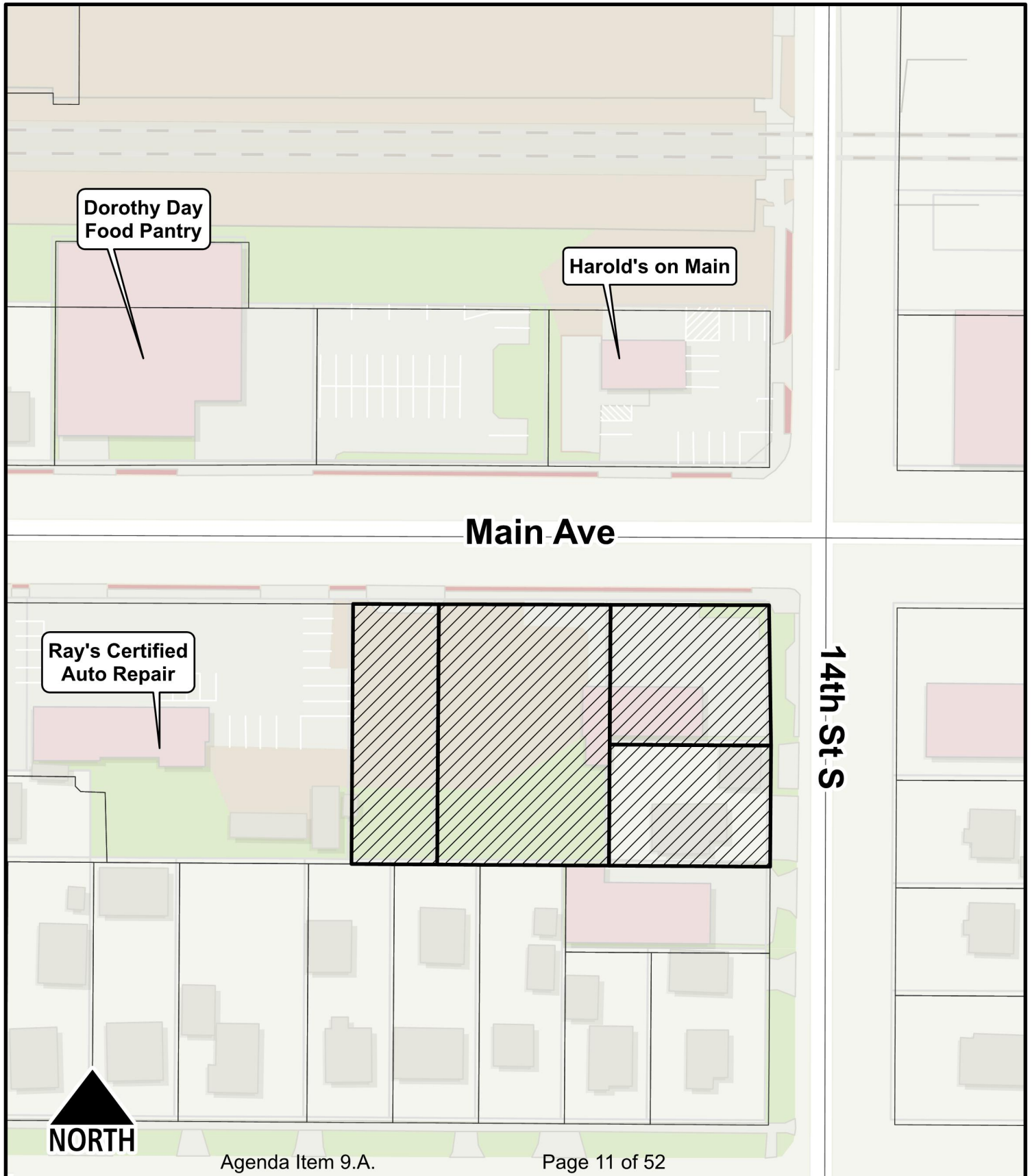
GENERAL LOCATION MAP

RENNAISSANCE ZONE REVIEW

Project: 14th & Main Apartments

Parcel ID: 58.847.0320, 58.847.0330,
58.847.0340, 58.847.0350

Address: 1329-1325-1319 Main Ave,
and 107 14 St S



NORTH

14th & Main Apartments



Agenda Item 9.A.

RFI2, LLC

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2. Street Addresses

Existing Addresses: 1319, 1325, & 1329 Main Ave. & 107/109 14th St. S.

Proposed Addresses: 1319, 1325, 1329, & 1335 Main Ave.

Legal Descriptions

Lots One (1) through Ten (10), Block Five (5), Subdivision Whites First Addition, City of Moorhead, County of Clay, State of Minnesota.

Currently 4 separate lots that will be combined:

- N 80' OF LOTS 1-4 BLK 5 Subdivision Name WHITES 1ST ADD Lot 001 Block 005 Subdivision Cd 58847
- S 70.5' OF LOTS 1-4 BLK 5 Subdivision Name WHITES 1ST ADD Lot 001 Block 005 Subdivision Cd 58847
- LOTS 5-8 BLK 5 Subdivision Name WHITES 1ST ADD Lot 005 Block 005 Subdivision Cd 58847
- LOTS 9-10 BLK 5 Subdivision Name WHITES 1ST ADD Lot 009 Block 005 Subdivision Cd 58847



3. Current Property Owner & Property Valuations

RFI2, LLC is the current owner of the 3 properties on Main Avenue along with the property at 107/109 14th St. S.

	<u>Land</u>	<u>Building</u>	<u>Totals</u>
1319 Main Ave	37,900	0	37,900
1325 Main Ave	75,900	0	75,900
1329 Main Ave	41,800	0	41,800
107/109 14 th St	<u>44,900</u>	<u>108,000</u>	<u>152,900</u>
	200,500	108,000	308,500

Proposed project cost exceeds 50% of the current value of the property.

4. Name of Applicant

RFI2, LLC
505 N. Broadway, Suite 201
Fargo, ND 58102
(701) 235-5563
kbartram@mbapc.com

5. Current Use of Property

Vacant former gas station and single family residence.

6. Square Footages – Lot & Building

Lot – Approximately 37,050 SF

Proposed Apartment Building – 24,440 SF

First Floor – 7,696 SF

Second Floor – 8,372 SF

Third Floor – 8,372 SF

Proposed Garages – 4,840 SF

7. Impact on Historical Properties

No impact to historic properties because the existing buildings are not considered historic and are in blighted condition.

8. Type of Project

The project consists of a new 28 unit apartment building fronting Main Avenue along with 18 garages and 25 off-street parking spaces behind the apartment building.

9. Project Description and Costs

Estimated Cost:

Site	750,000
Construction Cost	3,750,000
Professional Fees	250,000
Financing Costs	Included in costs above
Developer Fee	<u>250,000</u>
Total	5,000,000

Investment Thresholds:

Requesting a 15 year exemption based on an estimated new project cost of \$5,000,000 ÷ 24,440 SF = \$205 / SF (exceeds minimum requirement of \$200 / SF).

Tenant Mix – 28 market rate apartments including a mix of 1, 2, and 3 bedroom apartment units. It is anticipated that there will be a mixture of college students, millennials, and other age groups interested in living in downtown Moorhead.

Construction to begin in Summer 2025 with anticipated completion Summer of 2026.

10. How Project Enhances Renaissance Zone Goals & Objectives

- **Activity Generator** – New apartments will bring people to the area and will generate more activity for all nearby businesses.
- **Walkable Districts** – This building is within walking distance to a grocery store, pharmacy, banks, universities, churches, eateries, bars, shopping, apartments, and park facilities.
- **Ground Floor Uses** – The first floor is apartment units that will include fenced, on-grade patios for security that also will provide space for residents to interact with neighbors and passerbys.
- **Neighborhood Center** – The pedestrian friendly design is an excellent addition to other buildings already located in Moorhead's "Center." This is a facility that will be an excellent addition to an existing mixed-use neighborhood.
- **Urban Design** – The proposed project will add new walk-up type apartment units to engage the street. The apartments will be constructed on a site that is vacant and in a blighted condition.
- **Transportation** – The project includes garages and off-street parking for its tenants behind the apartment building. The apartment building is next to Main Avenue and has walk-up units that will generate activity at the street level. Public transportation is very accessible at this site.
- **Safe Streets-Safe Neighborhoods** – The project includes street level apartments with fenced patios and balconies fronting the street. Increased activity will improve safety.
- **High Quality Housing** – Includes 28 market rate apartments of varying sizes and price points. Unique plan with walk-up apartments with off-street parking and detached garages.
- **Infill** – The current site includes a vacant gas station and a single family residence. The new project includes 28 apartment units and parking. The streets and infrastructure around the site are existing.

- **Housing Amenities** – The amenities include off-street parking and garages, patios/balconies facing the street, walk-up apartment units with 6 to 8 units accessed by each stair/entrance, and internal amenities such as washers and dryers in each unit.
- **Downtown Entryways** – This project site is located on Main Avenue which is a major traffic corridor to downtown.
- **The Place to Be** – The new housing will be near the heart of Downtown Moorhead and near a grocery store, pharmacy, Universities, retail, dining, and other downtown businesses.
- **24 Hours/Day, 7 Days/Week, 365 Days** – This project will increase the density in the downtown area which will support existing and new businesses in the area.
- **Connections and Coordination** – The project is designed to enhance the area with walk-up apartments along Main Avenue with off-street and garage parking behind. This building has a pedestrian scale and 3-story design that respects the adjacent residential area.

11. Extent of Exterior Rehabilitation

Refer to following pages for floor plans and exterior elevations/rendering.

12. Public and Private Financial Commitments

All private financing by developer investment and private financing.

13. Evidence of Being Current on State and Local Taxes

Office of Minnesota Secretary of State Certificate of Good Standing has been requested.

RESOLUTION

Resolution to Approve a Renaissance Zone Property Tax Exemption for RFI2, LLC, to Construct a Multi-family Residential Redevelopment Project located at the corner of 14th Street and Main Ave (58.847.0320; 58.847.0330; 58.847.0340; 58.847.0350)

WHEREAS, RFI2, LLC, Project Operator, desires to construct a new multi-family housing redevelopment project on the southwest corner of Main Ave and 14th Street S consisting of a new 28-unit, walk-up style apartment building fronting Main Avenue. Tenant parking includes 18 garages and 25 off-street parking spaces behind the apartment; and

WHEREAS, the redevelopment site, a former gas station built in 1956 and last known as Orton's Main 76, had been closed since at least 2008, vacant, and in decline since at least that time. The site continues to have known contamination related to the petroleum tanks which the Project Operator will remove and/or clean up at their expense; and

WHEREAS, the Project meets the following criteria used to review a Renaissance Zone application: multi-family residential project which will enhance pedestrian connectivity with the neighborhood and contributes to street level activation; and

WHEREAS, the City of Moorhead, pursuant to Minnesota Statute Chapter 469.1732, Subdivision 1, has authority to grant a partial or complete exemption from property taxation of all buildings, structures, fixtures, and improvements used in or necessary to a qualifying business; and

WHEREAS, the City of Moorhead has received a completed application form filed in accordance with applicable City procedures, policy, and guidelines from Kevin Bartram on behalf RFI2, LLC requesting the following tax incentives: exemption from property taxation; and

WHEREAS, the application form filed with the City and all associated documentation are complete and have been reviewed and evaluated by City staff; and

WHEREAS, proper notice to competitors pursuant to Minnesota Statute Chapter 469.1734, Subdivision 7, was published twice in the City's official newspaper on May 1, 2025, and May 8, 2025, respectively; and

WHEREAS, RFI2, LLC is a qualifying business as defined in Minnesota Statute 469.1734; and

WHEREAS, granting the requested tax incentive is in the best interest of the City of Moorhead to enhance the property tax base and create new jobs.

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

1. The City Council of the City of Moorhead hereby finds that granting an exemption from property taxation to RFI2, LLC is necessary to enable RFI2, LLC to expand services in the City of Moorhead and is in the best interest of the City of Moorhead.
2. The City Council of the City of Moorhead hereby grants the tax incentives contained here subject to the terms and conditions in this resolution, the corresponding Tax Incentive Agreement, and the Laws of Minnesota.

3. The City of Moorhead hereby approves the application and grants Sterling Development Group Four LLC an exemption from property taxation of new building value according to the following schedule:

New Construction Cost / square foot	Exemption Term	Exemption Percentage
\$100 / sq ft	5 years	Years 1 – 5: 100%
\$150 / sq ft	10 years	Years 1 – 5: 100% Years 6 – 10: 75%
\$200 / sq ft	15 years	Years 1 – 5: 100% Years 6 – 10: 75% Years 6 – 10: 50%

After the project is complete, RFI2, LLC is responsible for providing the City a financial report with enough detail to document costs and capital investments in the project to be utilized by the City to determine the final minimum investment threshold and exemption term.

4. The Mayor and City Manager are hereby authorized and directed to execute the Tax Incentive Agreement on file by and between the City of Moorhead and RFI2, LLC.

The City Clerk is hereby authorized and directed to certify this grant of exemption from property taxation to the City Assessor and County Assessor contingent upon RFI2, LLC and the City executing the Tax Incentive Agreement.

PASSED: May 27, 2025 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 27, 2025

SUBJECT:

Resolution to Award Bid for the Reconstruction of 34th St N from 4th Ave S to 3rd Ave N. Eng. No. 23-02-01

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to award the bid to Border States Paving of Fargo, ND in the amount to \$6,488,204.26 for the reconstruction of 34th St from 4th Ave S to 3rd Ave N (Eng. No. 23-02-01).

BACKGROUND/KEY POINTS:

The proposed project area includes 34th St from 4th Ave S to 3rd Ave N and is included in the City's 2025-2029 Capital Improvement Plan for construction in 2025. The road is functionally classified as a minor arterial and is included in the City's Municipal State Aid (MSA) street system. The north half of this segment of road (TH 10 to 3rd Ave N) straddles the City limits separating Moorhead and the City of Dilworth. In accordance with the 34th St Improvement Agreement dated September 1, 2019 between Moorhead and Dilworth, the two cities will equally share the cost of that portion of the work. Because this road is a minor arterial / MSA street, the road is eligible for partial Federal and State funding. Moorhead and Dilworth jointly applied for and were awarded partial Federal and State funding for this project.

Key components of the project include:

1. The existing bituminous pavement will be replaced with concrete pavement
2. The temporary traffic signal at 4th Ave S will be replaced with a permanent signal
3. The bridge approach panels that have settled will be replaced
4. Several driveways north of Highway 10 will be modified to enhance safety
5. A sidewalk will be added to the east side between Highway 10 and 3rd Ave N
6. Construction includes 7 phases in order to keep the segment north of Highway 10 open to traffic at all times (some businesses only have access from 34th St and MATBus operates 4 bus routes on this segment)

The City received bids on Thursday, May 15, 2025. Since the project has been authorized for partial Federal and State funding, the apparent low bidder is required to submit information regarding their proposal to MnDOT for review and approval before the City can award the bid. It is anticipated that it will take about two weeks for this review to be completed. To expedite the project, staff recommends that the Council award the bid contingent upon receipt of formal approval from MnDOT to award the bid.

FINANCIAL CONSIDERATIONS:

Three bids for the project were received on May 15, 2025. The bids are detailed in the attached bid tabulation and summarized below:

<u>Bidder</u>	<u>Bid</u>
Border States Paving, Inc.	\$6,488,204.26
All Finish Concrete, Inc.	\$7,188,045.00
Sellin Brothers, Inc.	\$7,228,567.75
Engineer's Estimate	\$4,903,142.00



City Council Communication

May 27, 2025

The low bid received is approximately 32%, or approximately \$1,585,000 over the Engineer's Estimate. Upon review of the estimate, the additional cost is largely due to the complex nature of the phasing of project construction that was necessary to maintain traffic on 34th St. Nearly 90% of the additional cost can be attributed to 12 bid items related to mobilization, traffic control, removals and concrete sidewalk, and curb & gutter installation. These items all become less efficient to construct due to the need to maintain traffic, and the estimate did not accurately capture that complexity. Staff from both Moorhead and Dilworth have discussed the bids and recommend that the bid be awarded to the low bidder. The bids were competitive and rebidding the project is not expected to provide more favorable bids.

The total cost of the improvements, including contingencies, engineering, administrative and legal fees, is approximately \$7,292,950. The cities have been authorized to receive approximately \$3,767,000 in Federal funds and \$1,500,000 in State funds for this project. The City of Dilworth will reimburse Moorhead \$463,420 for its share of the project cost. The remaining City of Moorhead share of \$1,562,530 will be paid using MSA street funds.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Tom Trowbridge, City Engineer

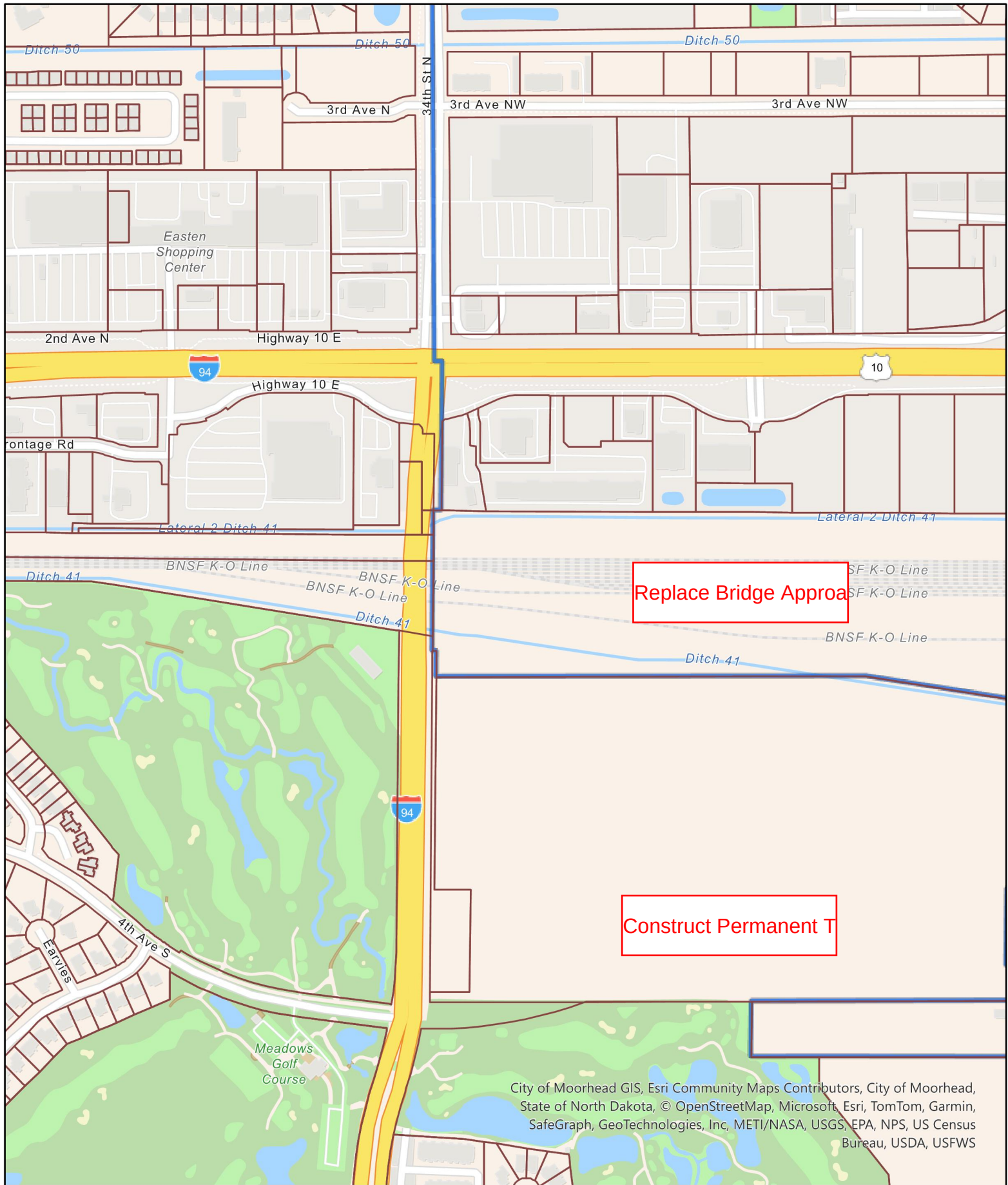
Attachments: Bid Tabulation, Location Map

BID TABULATION FOR ENG. NO. 23-A2-01
SP 144-135-021 34th St S - 4th Ave S to 3rd Ave N Improvements
MN Projec No STBG-CRG 1425(263)

Bid Opening 5/15/2025

Contractor Certified DBE Commitment				Engineer Estimate		Border States Paving, Inc.		All Finish Concrete, Inc.		Sellin Brothers, Inc.	
						1.20%		8%		8%	
Spec. No.	Item	Units	Qty	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2021.501	MOBILIZATION	LUMP SUM	1	\$300,000.00	\$300,000.00	\$557,037.03	\$557,037.03	\$435,000.00	\$435,000.00	\$587,000.00	\$587,000.00
2102.503	PAVEMENT MARKING REMOVAL	LIN FT	123	\$5.00	\$615.00	\$5.30	\$651.90	\$6.00	\$738.00	\$5.25	\$645.75
2102.518	PAVEMENT MARKING REMOVAL	SQ FT	100	\$10.00	\$1,000.00	\$5.30	\$530.00	\$5.50	\$550.00	\$5.25	\$525.00
2104.502	REMOVE DRAINAGE STRUCTURE	EACH	3	\$650.00	\$1,950.00	\$718.00	\$2,154.00	\$1,300.00	\$3,900.00	\$1,500.00	\$4,500.00
2104.502	REMOVE PED PUSH BUTTON STA FNDN	EACH	2	\$1,000.00	\$2,000.00	\$2,110.00	\$4,220.00	\$2,200.00	\$4,400.00	\$2,115.00	\$4,230.00
2104.502	REMOVE SIGN	EACH	29	\$70.00	\$2,030.00	\$21.10	\$611.90	\$22.00	\$638.00	\$53.00	\$1,537.00
2104.502	SALVAGE LIGHTING UNIT	EACH	5	\$550.00	\$2,750.00	\$2,110.00	\$10,550.00	\$2,200.00	\$11,000.00	\$2,115.00	\$10,575.00
2104.502	SALVAGE SIGN TYPE SPECIAL	EACH	1	\$150.00	\$150.00	\$31.70	\$31.70	\$33.00	\$33.00	\$105.00	\$105.00
2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	110	\$22.00	\$2,420.00	\$18.00	\$1,980.00	\$49.00	\$5,390.00	\$37.00	\$4,070.00
2104.503	REMOVE CURB AND GUTTER	LIN FT	5176	\$5.00	\$25,880.00	\$4.50	\$23,292.00	\$19.00	\$98,344.00	\$16.00	\$82,816.00
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	20658	\$8.00	\$165,264.00	\$11.30	\$233,435.40	\$22.00	\$454,476.00	\$11.50	\$237,567.00
2104.504	REMOVE CONCRETE MEDIAN	SQ YD	1137	\$12.00	\$13,644.00	\$12.40	\$14,098.80	\$22.00	\$25,014.00	\$39.00	\$44,343.00
2104.504	REMOVE CONCRETE WALK	SQ YD	1693	\$2.50	\$4,232.50	\$9.45	\$15,998.85	\$19.00	\$32,167.00	\$19.00	\$32,167.00
2104.504	REMOVE CONCRETE PAVEMENT	SQ YD	657	\$6.75	\$4,434.75	\$19.90	\$13,074.30	\$30.00	\$19,710.00	\$50.00	\$32,850.00
2104.518	REMOVE BITUMINOUS WALK	SQ FT	10018	\$3.00	\$30,054.00	\$0.84	\$8,415.12	\$14.00	\$140,252.00	\$5.00	\$50,090.00
2104.601	REMOVE TEMPORARY SIGNAL SYSTEM	LUMP SUM	1	\$7,500.00	\$7,500.00	\$10,600.00	\$10,600.00	\$11,000.00	\$11,000.00	\$10,565.00	\$10,565.00
2106.507	EXCAVATION - COMMON	CU YD	8878	\$15.00	\$133,170.00	\$44.20	\$392,407.60	\$15.00	\$133,170.00	\$21.00	\$186,438.00
2106.507	SELECT GRANULAR EMBANKMENT (CV)	CU YD	3436	\$22.00	\$75,592.00	\$54.70	\$187,949.20	\$46.00	\$158,056.00	\$69.00	\$237,084.00
2106.507	COMMON EMBANKMENT (CV)	CU YD	636	\$19.00	\$12,084.00	\$82.10	\$52,215.60	\$11.00	\$6,996.00	\$19.00	\$12,084.00
2108.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	10018	\$3.00	\$30,054.00	\$3.85	\$38,569.30	\$6.00	\$60,108.00	\$5.00	\$50,090.00
2112.604	SUBGRADE PREPARATION	SQ YD	12358	\$3.25	\$40,163.50	\$3.50	\$43,253.00	\$5.00	\$61,790.00	\$5.25	\$64,879.50
2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	3073	\$35.00	\$107,555.00	\$64.70	\$198,823.10	\$66.00	\$202,818.00	\$107.00	\$328,811.00
2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	744	\$15.00	\$11,160.00	\$8.20	\$6,100.80	\$11.00	\$8,184.00	\$10.50	\$7,812.00
2301.502	DOWEL BAR	EACH	11070	\$12.50	\$138,375.00	\$14.80	\$163,836.00	\$13.00	\$143,910.00	\$13.00	\$143,910.00
2301.504	CONCRETE PAVEMENT 8.0"	SQ YD	21335	\$100.00	\$2,133,500.00	\$99.90	\$2,131,366.50	\$117.00	\$2,496,195.00	\$122.00	\$2,602,870.00
2301.508	SUPPLEMENTAL PAVEMENT REINFORCEMENT	POUND	6310	\$3.25	\$20,507.50	\$5.80	\$36,598.00	\$4.00	\$25,240.00	\$2.40	\$15,144.00
2301.602	DRILL AND GROUT DOWEL BAR (EPOXY COATED)	EACH	55	\$30.00	\$1,650.00	\$37.00	\$2,035.00	\$10.00	\$550.00	\$17.00	\$935.00
2301.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	EACH	96	\$25.00	\$2,400.00	\$26.40	\$2,534.40	\$20.00	\$1,920.00	\$12.00	\$1,152.00
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	339	\$120.00	\$40,680.00	\$229.00	\$77,631.00	\$300.00	\$101,700.00	\$280.00	\$94,920.00
2404.518	CONCRETE WEARING COURSE (3U17A)	SQ FT	2490	\$15.00	\$37,350.00	\$15.90	\$39,591.00	\$16.00	\$39,840.00	\$16.00	\$39,840.00
2406.503	EXPANSION JOINTS, DESIGN E8	LIN FT	132	\$140.00	\$18,480.00	\$111.00	\$14,652.00	\$100.00	\$13,200.00	\$111.00	\$14,652.00
2406.504	BRIDGE APPROACH PANELS	SQ YD	286	\$375.00	\$107,250.00	\$1,110.00	\$317,460.00	\$1,160.00	\$331,760.00	\$1,115.00	\$318,890.00
2433.501	STRUCTURE REMOVALS	LUMP SUM	1	\$50,000.00	\$50,000.00	\$50,700.00	\$50,700.00	\$53,000.00	\$53,000.00	\$50,725.00	\$50,725.00
2502.503	4" PERF TP PIPE DRAIN	LIN FT	2096	\$13.00	\$27,248.00	\$13.90	\$29,134.40	\$20.00	\$41,920.00	\$19.00	\$39,824.00
2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	280	\$72.00	\$20,160.00	\$133.00	\$37,240.00	\$154.00	\$43,120.00	\$250.00	\$70,000.00
2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	81	\$95.00	\$7,695.00	\$141.00	\$11,421.00	\$170.00	\$13,770.00	\$260.00	\$21,060.00
2503.503	36" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	6	\$215.00	\$1,290.00	\$323.00	\$1,938.00	\$475.00	\$2,850.00	\$375.00	\$2,250.00

2503.503	48" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	30	\$500.00	\$15,000.00	\$395.00	\$11,850.00	\$630.00	\$18,900.00	\$600.00	\$18,000.00
2503.602	CONNECT TO EXISTING STORM SEWER	EACH	10	\$1,500.00	\$15,000.00	\$2,870.00	\$28,700.00	\$5,500.00	\$55,000.00	\$4,000.00	\$40,000.00
2503.604	4" INSULATION	SQ YD	7	\$200.00	\$1,400.00	\$64.10	\$448.70	\$110.00	\$770.00	\$125.00	\$875.00
2504.602	ADJUST GATE VALVE AND BOX	EACH	3	\$450.00	\$1,350.00	\$454.00	\$1,362.00	\$600.00	\$1,800.00	\$558.00	\$1,674.00
2506.502	CASTING ASSEMBLY	EACH	13	\$1,500.00	\$19,500.00	\$1,360.00	\$17,680.00	\$2,145.00	\$27,885.00	\$1,500.00	\$19,500.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	LIN FT	29.8	\$1,200.00	\$35,760.00	\$844.00	\$25,151.20	\$770.00	\$22,946.00	\$1,150.00	\$34,270.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	5.9	\$2,000.00	\$11,800.00	\$1,370.00	\$8,083.00	\$1,760.00	\$10,384.00	\$2,500.00	\$14,750.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	LIN FT	13.8	\$2,500.00	\$34,500.00	\$2,220.00	\$30,636.00	\$2,750.00	\$37,950.00	\$3,000.00	\$41,400.00
2506.502	ADJUST FRAME AND RING CASTING	EACH	17	\$1,200.00	\$20,400.00	\$882.00	\$14,994.00	\$800.00	\$13,600.00	\$1,610.00	\$27,370.00
2521.518	4" CONCRETE WALK	SQ FT	26573	\$8.00	\$212,584.00	\$11.70	\$310,904.10	\$17.00	\$451,741.00	\$11.75	\$312,232.75
2521.518	6" CONCRETE WALK	SQ FT	4793	\$12.00	\$57,516.00	\$16.70	\$80,043.10	\$21.00	\$100,653.00	\$18.00	\$86,274.00
2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	EACH	164	\$12.00	\$1,968.00	\$26.40	\$4,329.60	\$10.00	\$1,640.00	\$14.75	\$2,419.00
2531.503	CONCRETE CURB AND GUTTER DESIGN B612	LIN FT	30	\$27.00	\$810.00	\$137.00	\$4,110.00	\$57.00	\$1,710.00	\$81.00	\$2,430.00
2531.503	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	5506	\$27.00	\$148,662.00	\$58.10	\$319,898.60	\$57.00	\$313,842.00	\$46.00	\$253,276.00
2531.604	8" CONCRETE VALLEY GUTTER	SQ YD	288	\$160.00	\$46,080.00	\$151.00	\$43,488.00	\$150.00	\$43,200.00	\$170.00	\$48,960.00
2531.618	TRUNCATED DOMES	SQ FT	344	\$57.00	\$19,608.00	\$80.30	\$27,623.20	\$65.00	\$22,360.00	\$86.00	\$29,584.00
2545.602	INSTALL LIGHTING UNIT	EACH	5	\$1,000.00	\$5,000.00	\$3,910.00	\$19,550.00	\$4,070.00	\$20,350.00	\$3,910.00	\$19,550.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$100,000.00	\$100,000.00	\$144,568.20	\$144,568.20	\$167,706.00	\$167,706.00	\$185,000.00	\$185,000.00
2563.601	ALTERNATE PEDESTRIAN ROUTE	LUMP SUM	1	\$5,000.00	\$5,000.00	\$16,300.00	\$16,300.00	\$16,940.00	\$16,940.00	\$35,000.00	\$35,000.00
2564.602	INSTALL SIGN TYPE SPECIAL	EACH	1	\$350.00	\$350.00	\$248.00	\$248.00	\$250.00	\$250.00	\$530.00	\$530.00
2564.618	SIGN	SQ FT	92	\$70.00	\$6,440.00	\$46.20	\$4,250.40	\$48.00	\$4,416.00	\$74.00	\$6,808.00
2565.502	APS PUSH BUTTON STATION	EACH	2	\$1,200.00	\$2,400.00	\$2,960.00	\$5,920.00	\$3,080.00	\$6,160.00	\$3,000.00	\$6,000.00
2565.601	TRAFFIC CONTROL SIGNALS	LUMP SUM	1	\$500,000.00	\$500,000.00	\$510,268.36	\$510,268.36	\$531,300.00	\$531,300.00	\$510,000.00	\$510,000.00
2565.601	INSTALL VIDEO DETECTION SYSTEM	LUMP SUM	1	\$7,500.00	\$7,500.00	\$12,500.00	\$12,500.00	\$12,980.00	\$12,980.00	\$12,470.00	\$12,470.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	32	\$180.00	\$5,760.00	\$211.00	\$6,752.00	\$220.00	\$7,040.00	\$210.00	\$6,720.00
2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	126	\$5.50	\$693.00	\$5.30	\$667.80	\$5.50	\$693.00	\$5.25	\$661.50
2574.505	SOIL BED PREPARATION	ACRE	1.5	\$200.00	\$300.00	\$5,110.00	\$7,665.00	\$5,324.00	\$7,986.00	\$5,125.00	\$7,687.50
2574.508	FERTILIZER TYPE 3	POUND	300	\$1.50	\$450.00	\$1.30	\$390.00	\$1.50	\$450.00	\$1.30	\$390.00
2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SQ YD	92	\$2.00	\$184.00	\$4.25	\$391.00	\$5.00	\$460.00	\$4.25	\$391.00
2575.505	SEEDING	ACRE	1.5	\$350.00	\$525.00	\$2,700.00	\$4,050.00	\$2,800.00	\$4,200.00	\$2,705.00	\$4,057.50
2575.608	SEED SOUTHERN BOULEVARD	POUND	225	\$5.50	\$1,237.50	\$5.40	\$1,215.00	\$6.00	\$1,350.00	\$5.50	\$1,237.50
2575.508	HYDRAULIC BONDED FIBER MATRIX	POUND	5250	\$1.75	\$9,187.50	\$2.10	\$11,025.00	\$2.50	\$13,125.00	\$2.25	\$11,812.50
2575.523	RAPID STABILIZATION METHOD 3	M GALLON	9	\$650.00	\$5,850.00	\$592.00	\$5,328.00	\$620.00	\$5,580.00	\$590.00	\$5,310.00
2582.503	4" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	2079	\$1.25	\$2,598.75	\$5.30	\$11,018.70	\$6.00	\$12,474.00	\$5.25	\$10,914.75
2582.503	8" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	108	\$1.75	\$189.00	\$12.70	\$1,371.60	\$13.00	\$1,404.00	\$12.75	\$1,377.00
2582.503	4" BROKEN LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	1110	\$1.00	\$1,110.00	\$5.30	\$5,883.00	\$6.00	\$6,660.00	\$5.25	\$5,827.50
2582.503	24" SOLID LINE PREFORM TAPE GROUND IN (WR)	LIN FT	278	\$28.00	\$7,784.00	\$61.30	\$17,041.40	\$64.00	\$17,792.00	\$61.00	\$16,958.00
2582.518	PAVEMENT MESSAGE MULTI-COMPONENT GROUND IN (WR)	SQ FT	287	\$15.00	\$4,305.00	\$37.00	\$10,619.00	\$39.00	\$11,193.00	\$37.00	\$10,619.00
2582.518	CROSSWALK MULTI-COMPONENT GROUND IN (WR)	SQ FT	1171	\$12.00	\$14,052.00	\$25.40	\$29,743.40	\$26.00	\$30,446.00	\$25.00	\$29,275.00
BID TOTAL					\$4,903,142.00		\$6,488,204.26		\$7,188,045.00		\$7,228,567.75



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34th St from 4th Ave S to 3rd Ave N



RESOLUTION

Resolution to Award Bid for the Reconstruction of 34th St N from 4th Ave S to 3rd Ave N. Eng. No. 23-02-01

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

<u>Bidder</u>	<u>Bid</u>
Border States Paving, Inc.	\$6,488,204.26
All Finish Concrete, Inc.	\$7,188,045.00
Sellin Brothers, Inc.	\$7,228,567.75
Engineer's Estimate	\$4,903,142.00

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 Border States Paving, Inc. of Fargo, North Dakota in the amount of \$6,488,204.26. 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 City of Moorhead and the City of Dilworth are jointly constructing this project pursuant to the 34th Street Improvement Agreement dated September 1, 2019, with the City of Moorhead acting as the lead agency, and the City of Moorhead share of the project cost financed through a combination of Municipal State Aid and Federal Aid funds.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with Border States Paving, Inc. of Fargo, North Dakota, for Reconstruction of 34th St from 4th Ave S to 3rd Ave N (Eng. No. 23-02-01), 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% (\$324,410) of the total contract amount.

PASSED: May 27, 2025 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 27, 2025

SUBJECT:

Resolution to Authorize Submission of Grant Applications – Bluestem/40 Ave S (Fargo)
Bicycle/Pedestrian Bridge

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to authorize submission of grant applications.

BACKGROUND/KEY POINTS:

Throughout the year, staff identifies and/or receives notices of various grant opportunities. Staff evaluates each opportunity relative to strategic initiatives, proposed and planned projects, eligibility, and required matching funds.

Staff recommends that the City Council authorize applications for the grants identified in the attached resolution. Staff further recommends that the Mayor and City Manager be authorized to execute documents to support the applications.

FINANCIAL CONSIDERATIONS:

The projects, grant programs, requested grant amount, and required local match for each application are identified in the attached resolution. As applications are finalized, the grant request and local match may be revised, but significant changes are not anticipated.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Bob Zimmerman, Engineering Director

Attachments:

RESOLUTION

Resolution to Authorize Submission of Grant Applications – Bluestem/40 Ave S (Fargo) Bicycle/Pedestrian Bridge

WHEREAS, throughout the year staff identifies and/or receives notices of various grant opportunities; and

WHEREAS, staff evaluates each opportunity relative to strategic initiatives, proposed and planned projects, eligibility, and required matching funds; and

WHEREAS, staff recommends that the City Council authorize grant applications for the projects identified below.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the grant applications, as substantially described below, are hereby authorized

BE IT FURTHER RESOLVED that the Mayor and City Manager are authorized to execute documents supporting each application.

Project: Bluestem/40 Ave S (Fargo) Bicycle/Pedestrian Bridge

- o Description: New bicycle/pedestrian bridge over the Red River
- o Project Schedule: 2026-2027
- o Grant Agency: FHWA
- o Grant Program: Surface Transportation Block Grant (formula funds)
 - Reallocated Federal funds from 40 Ave S, 8 St to 40 St Mill & Overlay
 - Withdraw Federal Congressional Directed Spending grant application
- o Grant Source: Federal
- o Grant Amount: \$2,312,000 (partial project funding)
- o Local Match: \$669,600
- o Source of Local Match: Street Capital Improvement Plan, Other local funds if available

PASSED: May 27, 2025 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 27, 2025

SUBJECT:

Second Reading of Ordinance 2025-06: An Ordinance Amending the Official Zoning Map Rezoning Parcels within Mixed Use Zoning Districts and Parcels with Mixed Use Future Land Use Designation, and Amending and Reenacting Title 10, Chapter 18, Use Regulations

RECOMMENDATION:

The Mayor and Council are asked to consider a Second Reading of Ordinance 2025-06: An Ordinance Amending the Official Zoning Map Rezoning Parcels within Mixed Use Zoning Districts and Parcels with Mixed Use Future Land Use Designation, and Amending and Reenacting Title 10, Chapter 18, Use Regulations.

BACKGROUND/KEY POINTS:

During the 2022 Onward Moorhead Comprehensive Plan update, updated future land uses were approved throughout the city to reimagine development and redevelopment for the next 10 years. In order to implement those updates, we are now evaluating all 13,000+ city parcels and make complimentary zoning map changes. In April, City Council approved city-wide changes to commercial parcels.

This group of map amendments focuses on mixed use zoning districts and parcels with mixed use future land use designations, evaluating 618 parcels as follows:

- 129 parcels required zoning updates.
- 41 single-family dwellings were made non-conforming uses in MU-3. These dwellings are located within one block of 1st Ave N or Main Ave where new single-family dwellings are no longer permitted. However, these structures may continue to be used as single-family dwellings or now have the option of adding units or mixed uses, which would make them conforming uses in MU-3.
- 1 commercial use (former storage/current party/game rental) was made a non-conforming use in MU-2. However, this 1970 structure was set to be demolished for a new self-storage development when it was rezoned to commercial in 2022. The new MU-2 zone offers more redevelopment flexibility for housing and neighborhood-friendly commercial uses.
- 11 previously non-conforming multi-family and commercial uses were made conforming uses.

In addition to the proposed zoning map amendments, staff continues to clean up Title 10, Zoning. Chapter 18, Use Regulations required a few minor changes to the use table and provisional use language as follows:

Proposed change 1: Add twin homes and duplexes as permitted uses in the 10-18-1. Use Table for MU-3: Commercial Mixed Use. This change was always planned for these areas but was missed in previous updates. See attached use table.

Proposed change 2: Add State-licensed cannabis microbusinesses and mezzobusinesses as provisional uses GG. and HH. in 10-18-1. Use Table for MU-2: Neighborhood Mixed Use. This



City Council Communication

May 27, 2025

was the intent and it is stated in the 10-18-2. GG. and HH. Provisional Use text to permit retail sales only but was missed being added in the previous update (all other retail-only operations are permitted in MU-2). See attached use table.

Proposed change 3: Clarify 10-18-2. State-licensed cannabis microbusinesses and mezzobusinesses GG. and HH. Provisional Use text by removing language referencing “outdoor smoking and vaping” as this use is contrary to statute and clarify other language. See attached draft ordinance.

The Planning Commission held a public hearing on May 5, 2025 and unanimously recommended approval of the mixed use map amendments with no public comment. The complete Planning Commission packet can be found at: [City of Moorhead : Planning Commission](#)

The Council approved a first reading of the Ordinance on May 12, 2025.

FINANCIAL CONSIDERATIONS:

Not Applicable

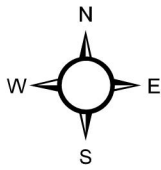
Voting Requirements: 2/3 of Council (6)

Submitted By:

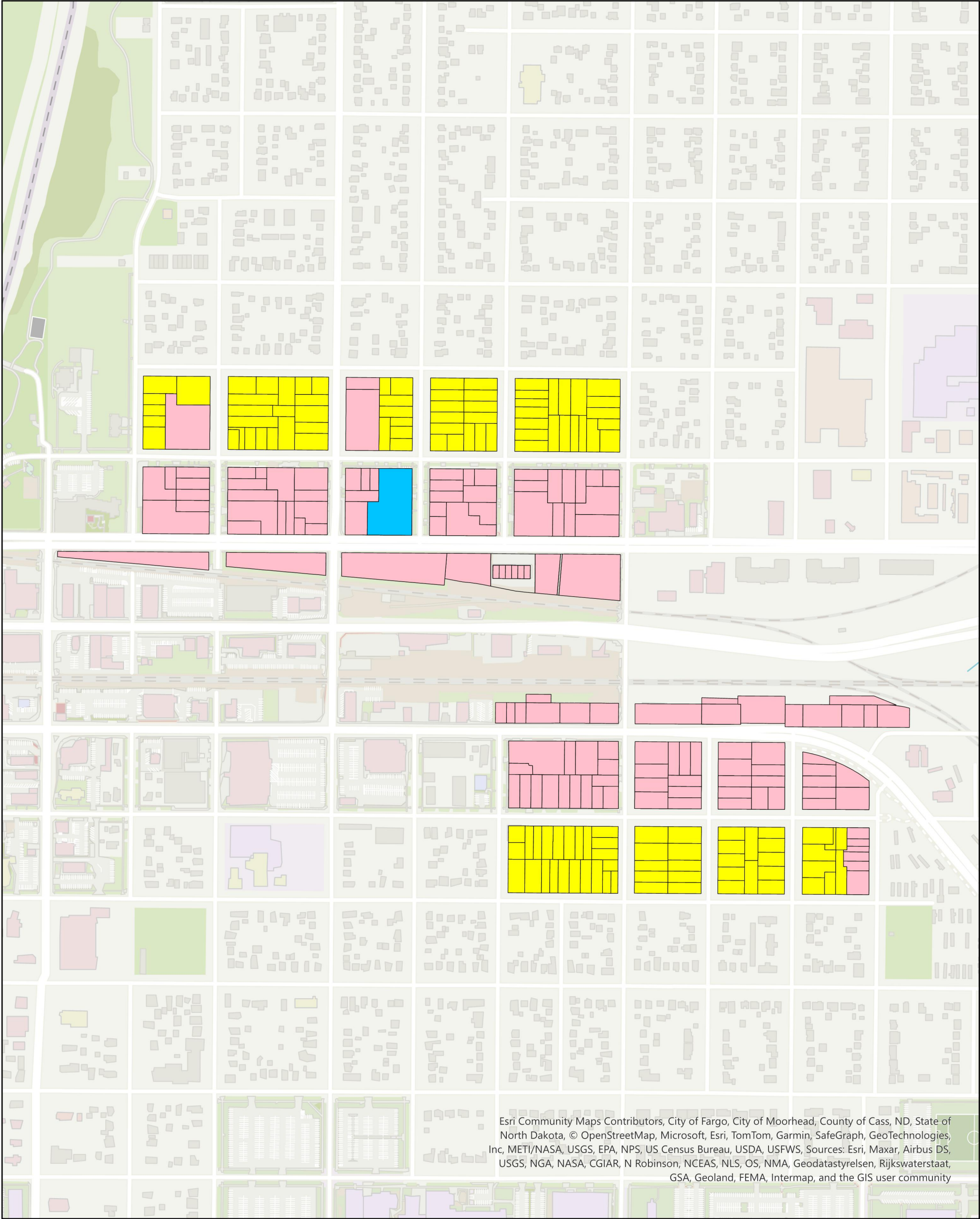
Dan Mahli, City Manager

Robin Huston, City Planner / Zoning Administrator

Attachments: Current Future Land Use, Current Zoning & Proposed Zoning Map -1st Ave N & Main Ave, Draft Ordinance 2025-06

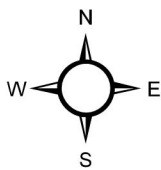


Proposed Zoning Near 1st Ave N & Main Ave

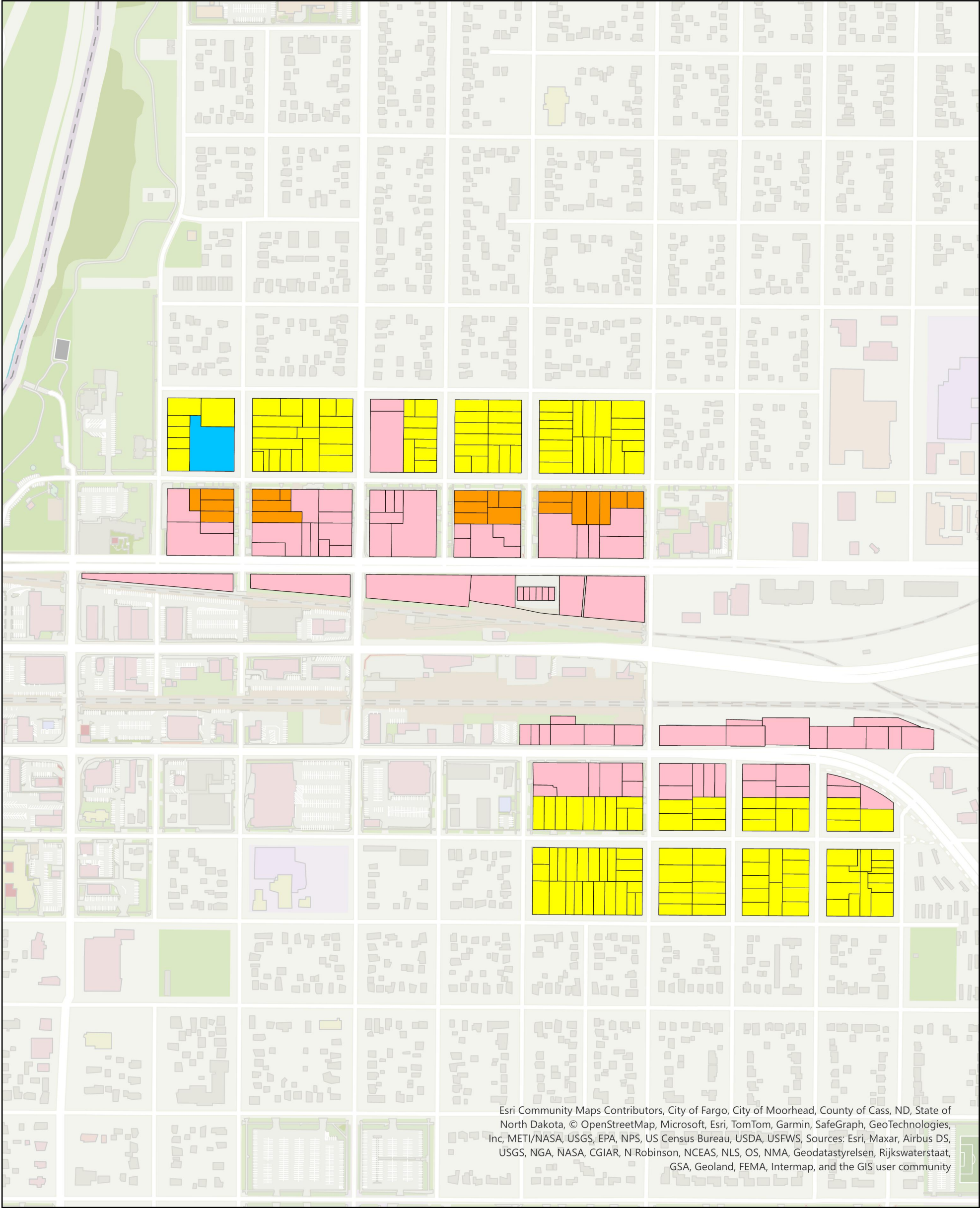


Legend

 RLD1: Res Low Density 1	 RHD: Res High Density	 MU2: Neighborhood Mixed Use	 HI: Heavy Industrial
 RLD2: Res Low Density 2	 CC: Community Commercial	 MU3: Commercial Mixed Use	 INS: Institutional
 RLD3: Res Low Density 3		 MU4: Gateway Mixed Use	 P: Public Open Space
 RMD: Res Medium Density	 MU1: Downtown Center Mixed Use	 LI: Light Industrial	 PUD-LINS: PUD/Light Institutional
			 TZ: Transitional
			 Not Classified



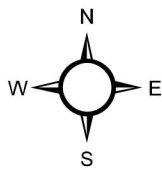
Current Zoning Near 1st Ave N & Main Ave



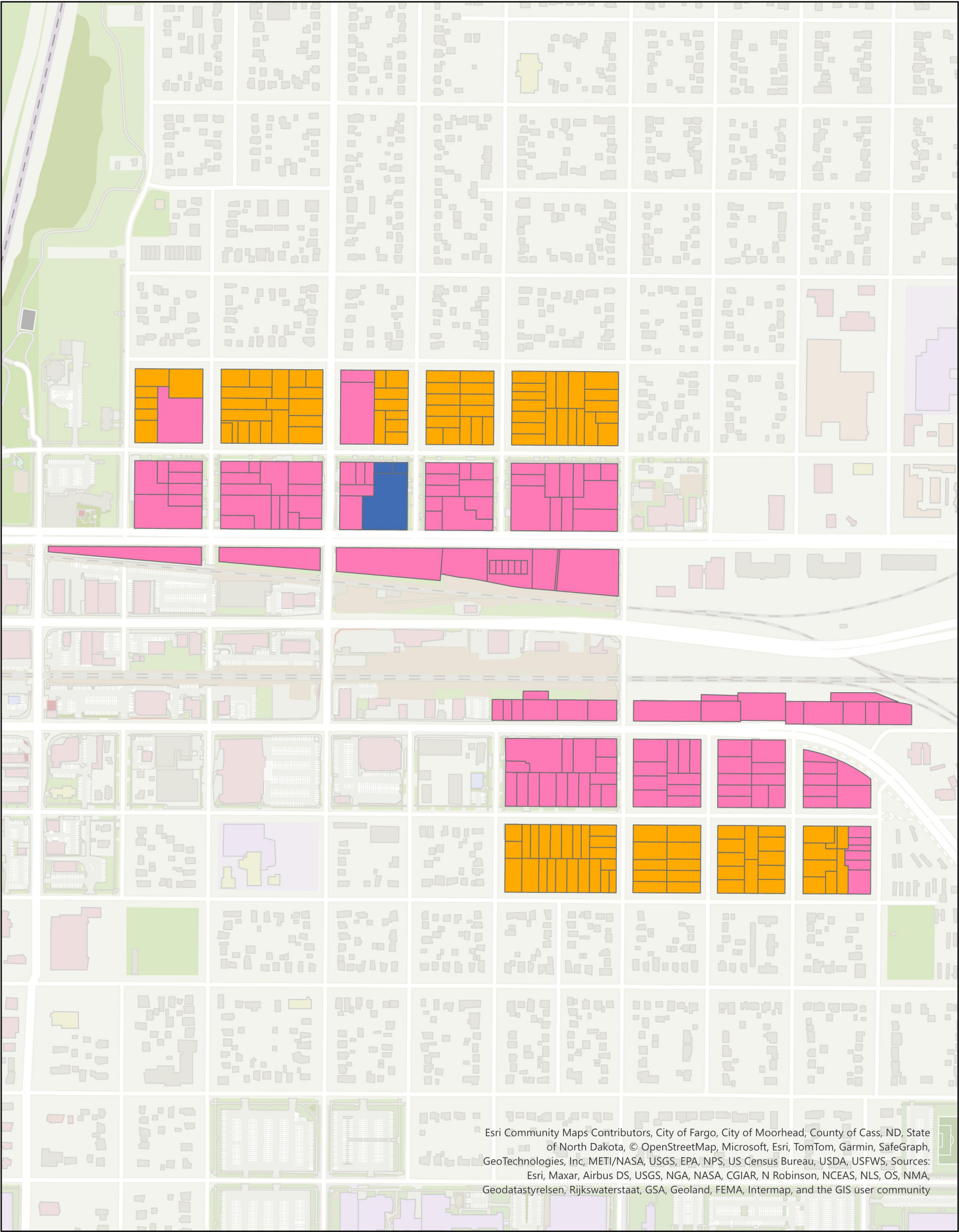
Esri Community Maps Contributors, City of Fargo, City of Moorhead, County of Cass, ND, State of North Dakota, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USEFWS, Sources: Esri, Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community

Legend

 RLD1: Res Low Density 1	 RHD: Res High Density	 MU2: Neighborhood Mixed Use	 HI: Heavy Industrial
 RLD2: Res Low Density 2	 CC: Community Commercial	 MU3: Commercial Mixed Use	 INS: Institutional P:
 RLD3: Res Low Density 3		 MU4: Gateway Mixed Use	 Public Open Space
 RMD: Res Medium Density	 MU1: Downtown Center Mixed Use	 LI: Light Industrial	 LINS: PUD/Light Institutional
			 TZ: Transitional
			 Not Classified



Current Future Land Use Near 1st Ave N & Main Ave



Legend

- | | | | |
|----------------------------|------------|----------------------|--------------------|
| Low Density Residential | Commercial | Parks/Open Space | Railroad |
| Medium Density Residential | Industrial | Public/Institutional | Transitional Areas |
| High Density Residential | Mixed Use | ROW | NA |

ORDINANCE 2025-06

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP IN ACCORDANCE WITH CHAPTER 3 OF TITLE 10 OF THE MOORHEAD CITY CODE REZONING PARCELS WITHIN MIXED USE ZONING DISTRICTS AND PARCELS WITH MIXED USE FUTURE LAND USE DESIGNATION, AND AMENDING AND REENACTING TITLE 10, CHAPTER 18, USE REGULATIONS

BE IT ORDAINED by the City Council of the City of Moorhead as follows:

NEW

~~DELETE~~

SECTION 1. The **Official Zoning Map** of the City of Moorhead, Minnesota, in accordance with Chapter 3, Title 10 of the Moorhead City Code, is hereby amended to rezone the following as:

Parcel	Address	Current Zoning	New Zoning
58.489.0040	205 MAIN AVE	MU1	P
58.999.0017		NA	P
58.575.1660	204 4TH ST S	MU1	INS
58.575.1900	213 8TH ST S	MU1	INS
58.575.1910	213 8TH ST S	MU1	INS
58.033.0020	1301 8TH ST S	MU2	INS
58.094.0010	406 8TH ST S	MU2	INS
58.094.0020	404 8TH ST S	MU2	INS
58.296.0390	506 8TH ST S	MU2	INS
58.414.0080	801 10TH AVE S	MU2	INS
58.414.0130	1022 8TH ST S	MU2	INS
58.414.0190	1118 8TH ST S	MU2	INS
58.414.0240	1102 8TH ST S	MU2	INS
58.754.0720	710 7TH AVE S	MU2	INS
58.900.1538	1612 7 ST S	N/A	MU2
58.096.0020	3346 3 AVE N	MU3	P
58.096.0030	3300 3 AVE N	MU3	P
58.102.1830	600 30TH AVE S	MU3	MU4
58.102.1835	500 30TH AVE S	MU3	MU4
58.102.2130	3115 8TH ST S	MU3	MU4
58.102.2140	3101 8TH ST S	MU3	MU4
58.107.0510	111 12TH ST N	MU3	INS
58.163.0060	900 30TH AVE S	MU3	MU4
58.163.0065	960 30TH AVE S	MU3	MU4
58.623.0670	2400 38TH AVE S	MU3	MU2
58.623.0680	2635 38TH AVE S	MU3	MU2

Parcel	Address	Current Zoning	New Zoning
58.999.0903		N/A	MU3
58.575.1447		N/A	MU1
58.575.2717		N/A	MU1
58.575.2716		N/A	MU1
58.575.2715		N/A	MU1
58.575.2714		N/A	MU1
58.575.9998		N/A	MU1
58.575.9999		N/A	MU1
58.950.0610	1231 CENTER AVE	N/A	MU3
58.430.0030	4 21ST ST N	N/A	ROW/P
58.022.0125	1500 7TH ST S	INS	MU2
58.900.1400	1303 7TH ST S	INS	MU2
58.900.1420	1311 7TH ST S	INS	MU2
58.900.1430	1333 7TH ST S	INS	MU2
58.195.0025	1307 7TH ST S	INS	MU2
58.419.0010	1405 7TH ST S	INS	MU2
58.419.0020	1500 6TH ST S	INS	MU2
58.060.0130	1010 32ND AVE S	INS	MU4
58.060.5030	1205 30TH AVE S	INS	MU4
58.107.0600	121 13TH ST N	RMD	MU3
58.107.0610	1217 2ND AVE N	RMD	MU3
58.107.0620	117 13TH ST N	RMD	MU3
58.107.0630	124 12TH ST N	RMD	MU3
58.107.0640	120 12TH ST N	RMD	MU3
58.107.0650	116 12TH ST N	RMD	MU3
58.107.0710	123 14TH ST N	RMD	MU3
58.107.0720	1323 2ND AVE N	RMD	MU3
58.107.0740	1321 2ND AVE N	RMD	MU3
58.107.0750	1319 2ND AVE N	RMD	MU3
58.107.0760	1315 2ND AVE N	RMD	MU3
58.107.0770	124 13TH ST N	RMD	MU3
58.107.0780	120 13TH ST N	RMD	MU3
58.156.0010	3600 40TH ST S	RMD	MU2
58.218.0940	1702 2ND AVE N	INS	CC
58.324.0110	114 10TH ST N	RMD	MU3
58.324.0120	122 10TH ST N	RMD	MU3
58.324.0130	124 10TH ST N	RMD	MU3
58.324.0140	1015 2ND AVE N	RMD	MU3
58.324.0160	909 2ND AVE N	RMD	MU3

Parcel	Address	Current Zoning	New Zoning
58.324.0170	125 10TH ST N	RMD	MU3
58.324.0180	123 10TH ST N	RMD	MU3
58.324.0190	115 10TH ST N	RMD	MU3
58.324.0230	215 10TH ST N	INS	MU3
58.430.0095	0 21ST ST S	INS	ROW
58.430.0090	124 21ST ST S	INS	MU4
58.430.0100	116 21ST ST S	INS	MU4
58.549.0010	2501 4TH AVE N	RHD	MU4
58.575.1701	700 1ST AVE N	P	MU1
58.575.2340	707 3RD AVE S	RMD	MU2
58.586.0030	1910 2ND AVE N	INS	CC
58.721.0360	115 15TH ST S	RLD3	MU3
58.721.0370	117 15TH ST S	RLD3	MU3
58.721.0380	123 15TH ST S	RLD3	MU3
58.721.0390	122 14TH ST S	RLD3	MU3
58.721.0400	116 14TH ST S	RLD3	MU3
58.721.0450	115 16TH ST S	RLD3	MU3
58.721.0460	1516 2ND AVE S	RLD3	MU3
58.721.0470	121 16TH ST S	RLD3	MU3
58.721.0480	124 15TH ST S	RLD3	MU3
58.721.0490	116 15TH ST S	RLD3	MU3
58.721.0500	114 15TH ST S	RLD3	MU3
58.721.0540	1620 2ND AVE S	RLD3	MU3
58.721.0550	1604 2ND AVE S	RLD3	MU3
58.721.0560	120 16TH ST S	RLD3	MU3
58.721.0570	108 16TH ST S	RLD3	MU3
58.721.0690	1700 3RD AVE S	RMD	MU3
58.721.0700	201 17TH ST S	RLD3	MU3
58.721.0720	205 17TH ST S	RLD3	MU3
58.721.0730	207 17TH ST S	RLD3	MU3
58.721.0731	211 17TH ST S	RLD3	MU3
58.721.0735	209 17TH ST S	RLD3	MU3
58.721.0750	1622 3RD AVE S	RLD3	MU3
58.847.0390	124 13TH ST S	RLD3	MU3
58.847.0400	1306 2ND AVE S	RLD3	MU3
58.847.0410	1312 2ND AVE S	RLD3	MU3
58.847.0420	1316 2ND AVE S	RLD3	MU3
58.847.0430	1320 2ND AVE S	RLD3	MU3
58.847.0440	1322 2ND AVE S	RLD3	MU3

Parcel	Address	Current Zoning	New Zoning
58.847.0450	1326 2ND AVE S	RLD3	MU3
58.847.0460	1334 2ND AVE S	RLD3	MU3
58.847.0470	115 14TH ST S	RLD3	MU3
58.847.0480	1336 2ND AVE S	RLD3	MU3
58.900.1230	1225 7TH ST S 1	INS	MU2
58.900.1240	1225 7TH ST S 2	INS	MU2
58.900.1250	1225 7TH ST S 3	INS	MU2
58.900.1260	1225 7TH ST S 4	INS	MU2
58.900.1270	1225 7TH ST S 5	INS	MU2
58.900.1280	1225 7TH ST S 6	INS	MU2
58.900.1290	1225 7TH ST S 7	INS	MU2
58.900.1300	1225 7TH ST S 8	INS	MU2
58.900.1310	1219 7TH ST S 1	INS	MU2
58.900.1320	1219 7TH ST S 2	INS	MU2
58.900.1330	1219 7TH ST S 3	INS	MU2
58.900.1340	1219 7TH ST S 4	INS	MU2
58.900.1350	1219 7TH ST S 5	INS	MU2
58.900.1360	1219 7TH ST S 6	INS	MU2
58.900.1370	1219 7TH ST S 7	INS	MU2
58.900.1380	1219 7TH ST S 8	INS	MU2
58.900.1739	1224 15TH AVE N	RMD	MU2
58.900.1934	1304 15 AVE N	CC	MU2
58.900.1752	1500 15TH AVE N	RLD2	MU2
58.900.1801	2971 34TH ST S	LI	MU4
58.900.2315	4030 35TH AVE S	TZ	MU2

- a. Sell: cannabis (including immature plants and seedlings), cannabis and lower-potency hemp, and hemp-derived consumer products.
- b. May have an indoor on-site space where customers can use consume cannabis or lower-potency hemp products edibles.
 1. ~~Indoor: edibles only~~
 2. ~~Outdoor: smoke or vape if Minnesota Clean Air Act is followed.~~
- c. Exterior cultivation is not permitted in the GO: Gateway Overlay District.
- d. Cultivation and Production: consideration may be made if located in a single tenant, stand-alone building where cannabis or hemp business is the only tenant and building is not abutting or adjacent to a residential use.

...

10-18-2. HH. State Licensed Cannabis Mezzobusiness

...

3. Exterior cultivation is not permitted in the GO: Gateway Overlay District.

...

This Ordinance shall take effect after publication in accordance with the Moorhead City Charter.

PASSED: May 27, 2025

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

First Reading: 05/12/2025
E-Post: 05/17/2025
Second Reading: 05/27/2025
Publication:

RESOLUTION

Resolution to Approve Title & Summary of Ordinance 2025-06

WHEREAS, the City Council of the City of Moorhead did pass Ordinance 2026-06: An Ordinance Amending the Official Zoning Map in accordance with Chapter 3 of Title 10 of the Moorhead City Code Rezoning Parcels within Mixed Use Zoning Districts and Parcels with Mixed Use Future Land Use Designation, and Amending and Reenacting Title 10, Chapter 18, Use Regulations; and

WHEREAS, a title and summary for publication of the above Ordinance was submitted to the City Council for its review in accordance with Section 3.07 of the Moorhead City Charter; and

WHEREAS, the City Council has reviewed the Title and Summary for said Ordinance for approval and has determined that the Title and Summary informs the public of the intent and effect of the Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Title and Summary for Ordinance 2025-06: An Ordinance Amending the Official Zoning Map in accordance with Chapter 3 of Title 10 of the Moorhead City Code Rezoning Parcels within Mixed Use Zoning Districts and Parcels with Mixed Use Future Land Use Designation, and Amending and Reenacting Title 10, Chapter 18, Use Regulations is hereby approved. A copy of said Title and Summary was before the City Council and is now of record and on file in the Office of the City Clerk.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Clerk is hereby authorized and directed to publish said Title and Summary in accordance with Section 3.08 of the Moorhead City Charter.

PASSED: May 27, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

TITLE AND SUMMARY OF ORDINANCE 2025-06

The following Ordinance is hereby published by Title and Summary:

1. Title of Ordinance

An Ordinance Amending the Official Zoning Map in accordance with Chapter 3 of Title 10 of the Moorhead City Code Rezoning Parcels within Mixed Use Zoning Districts and Parcels with Mixed Use Future Land Use Designation, and Amending and Reenacting Title 10, Chapter 18, Use Regulation.

2. Summary of Ordinance

An Ordinance which Amends the Official Zoning Map in accordance with Chapter 3 of Title 10 of the Moorhead City Code Rezoning Parcels within Mixed Use Zoning Districts and Parcels with Mixed Use Future Land Use Designation, and Amending and Reenacting Title 10, Chapter 18, Use Regulation.

3. Availability of Ordinance

A complete, printed copy of this Ordinance is available for inspection by any person during regular business hours in the Office of the City Clerk, 1st Floor, City Hall, 403 Center Avenue, Moorhead, MN.

The Ordinance was passed by the City Council of the City of Moorhead this 27th day of May, 2025.

First Reading: 05/12/2025

E-Post: 05/17/2025

Second Reading: 05/27/2025

Publication:



City Council Communication

May 27, 2025

SUBJECT:

Resolution to Approve Agreement with Mead and Hunt for AWOS design and bidding services at Moorhead Municipal Airport - Florence Klingensmith Field

RECOMMENDATION:

The Mayor and City Council are asked to approve an Agreement with Mead and Hunt for design, bidding and environmental services for the Automated Weather Observing System (AWOS) at the Moorhead Municipal Airport Florence Klingensmith Field

BACKGROUND/KEY POINTS:

The AWOS at the Moorhead Airport is at an age that it needs replaced. The AWOS is currently in a location that no longer meets aviation standards, and a new location has been approved (through the Phase I Siting Study). The proposed Phase II work and related Agreement with Mead and Hunt will conduct necessary environmental review, design and prepare the bidding documents for the project.

FINANCIAL CONSIDERATIONS:

The Phase I Siting Study was fully funded by MnDOT. The scope of work for the above-described Phase II scope of work is \$85,970. It is anticipated that this scope of work will also be fully funded by MnDOT. Funding for the project was approved within the City's 2022 and 2023 Capital Budgets.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Kristie Leshovsky, Community Development Director

Attachments:

RESOLUTION

Resolution to Approve Agreement with Mead and Hunt for AWOS design and bidding services at Moorhead Municipal Airport - Florence Klingensmith Field

WHEREAS, Mead and Hunt have prepared a proposal to provide environmental, design, and bidding document services for the Automated Weather Observation System (AWOS) at the Moorhead Municipal Airport Florence Klingensmith Field; and

WHEREAS, the cost for the services is \$85,970 and will be financed through a MnDOT Office of Aeronautics Grant Agreement Amendment and is funded within the Airport Capital Improvement Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Service Work Agreement/Service Task Order is approved and the Mayor and City Manager are authorized to enter into the Agreement/Order and any required amendments to complete the work, as authorized within the approved budget, for the environmental, design, and bidding document services for the AWOS project at the Moorhead Municipal Airport Florence Klingensmith Field.

PASSED: May 27, 2025 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 27, 2025

SUBJECT:

Resolution to Award Bid for Roof Replacement at 415 Highway 75 North

RECOMMENDATION:

The Moorhead Public Service Commission respectfully requests the Mayor and City Council award the bid for replacing the roof at Moorhead Public Service's storage building located at 415 Highway 75 North in Moorhead to Gateway Building Systems, Inc, in the amount of \$164,200.

BACKGROUND/KEY POINTS:

On October 19, 2021, the Commission approved Task Order No. 2020-2 with Sandman Structural Engineers (SSE) for engineering services related to replacing and reinsulating the metal roof and metal walls, as well as developing a conceptual design for a portion of the building to be used as a business office, if necessary. Since 2017, SSE has assisted with other task orders to assist Moorhead Public Service (MPS) staff with facility planning and maintenance, as well as additional structural needs.

SSE prepared specifications for replacing the roof at MPS' storage building. Construction will include installing new metal roofing over the existing roofing panels, new fascia, soffits, and gutters. On May 8, 2025, MPS received six qualified bids. The lowest, qualified bidder is Gateway Building Systems, Inc., in the amount of \$164,200. The bid amount is approximately 45 percent less than the engineer's estimate of \$300,000. Attached is SSE's recommendation letter and Bid Tabulation. Construction is expected to be substantially completed on or before October 31, 2025.

FINANCIAL CONSIDERATIONS:

Although there is no cost to the City of Moorhead (directly), the total cost to the Moorhead Public Service Commission for replacing the roof at 415 Highway 75 North in north Moorhead is \$164,200.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Travis L. Schmidt, General Manager
Adam Benhardt, Construction Manager

Attachments: Sandman Structural Engineers' Recommendation Letter and Bid Tabulation



Client: Moorhead Public Service
Client Name: Adam Benhardt
Client Position: Construction Manager
Company Name: Moorhead Public
Service Moorhead, MN

Date: 05/12/2025

Re: Roof Replacement Bids
Project Name – MPS Roof Replacement
415 Highway 75 North - Moorhead, MN

Dear Mr. Adam Benhardt,

On May 8th, 2025, the Moorhead Public Service received and opened six (6) proposals for the Roof Replacement at 415 Highway 75 North.

It is our recommendation that the Moorhead Public Service award the contract to Gateway Building Systems for the base bid amount – \$164,200.00

Enclosed is one (1) copy of the bid tabulation of your use. If you have any questions, please contact me at 218-284-3047.

Sincerely,

Justin Schoenberg, PE
Principal Engineer

enclosure



ARCHITECTURE PLANNING

RE-ROOF PROJECT (1901-2)
Moorhead Public Service
Moorhead, Minnesota

BID TABULATION
May 8, 2025

Bidder	Bond	Addendum	BASE BID - ALL WORK	COMMENTS
Allstar Construction Companies, LLC Horace, ND	X	X	\$345,093.67	
Asset Protection & Restoration, Inc. Hutchinson, MN	X	X	\$241, 231.00	
Bristlin Services, LLC Balsam Lake, WI	X	X	\$275,300.00	
Gateway Building Systems West Fargo, ND	X	X	\$164,200.00	APPARENT LOW Project is under advisement
North Star Contracting, LLC Fargo, ND	X	X	\$712,200.00	
Valor Contracting West Fargo, ND	X	X	\$301,900.00	

RESOLUTION

Resolution to Award Bid for Roof Replacement at 415 Highway 75 North

WHEREAS, on May 8, 2025, bids were opened for Roof Replacement at 415 Highway 75 North; and,

WHEREAS, Moorhead Public Service staff and Sandman Structural Engineers' staff evaluated the bid and submitted a Bid Tabulation with their recommendation; and,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead to award the bid for Roof Replacement at 415 Highway 75 North to Gateway Building Systems, Inc., in the amount of \$164,200.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Council does hereby authorize and direct the Mayor and City Manager to execute the contract for Roof Replacement at 415 Highway 75 North.

PASSED: May 27, 2025, 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 27, 2025

SUBJECT:

Resolution to Approve 2025-2026 Liquor License Renewals

RECOMMENDATION:

The Mayor and City Council are asked to consider approval of the annual liquor license renewals.

BACKGROUND/KEY POINTS:

All liquor licenses in the City of Moorhead expire on June 30 of each year. Each license shall be issued for a period of one year, except for the eight (8) month on-sale public golf course license. All renewals are contingent upon the following:

- Favorable Background Investigation
- Certificate of Liquor Liability Insurance
- Liquor License Fee
- Liquor License Server Training Roster
- Certificate of Compliance / Minnesota Worker's Compensation Law
- Proof of Paid Real Estate Taxes
- Security Plan

FINANCIAL CONSIDERATIONS:

License and permit fees are outlined in the City's fee schedule.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Christina Rust, City Clerk
Kelle Jenkins, Deputy City Clerk

Attachments:

RESOLUTION

Resolution to Approve 2025-2026 Liquor License Renewals

WHEREAS the following businesses applied for a Liquor License Renewal in the City of Moorhead under the laws of the State of Minnesota and regulations of the Commissioner of Public Safety:

3.2 ON SALE / WINE / STRONG BEER

Historical & Cultural Society of Clay County
Moorhead Softball Association
Sol Ave. Kitchen
Theatre B
Twenty Below Coffee
Village Inn

CLUB ON SALE / SUNDAY

American Legion
Moorhead Country Club

3.2% OFF SALE

Casey's General Store #3297
Cashwise Foods #3015
Hornbacher's #2695
Hornbacher's #2691

OFF SALE

99 Bottles
Bridgeview Liquors
Brookdale Spirits
Cash Wise Foods
Cash Wise Liquor
Oasis Convenience Store, LLC
The Bottle Shoppe

ON SALE

Concordia College

ON SALE / SUNDAY

Blantek – Meadows
Blantek – Village Green
Buffalo Wild Wings
Courtside
Courtyard by Marriott
Harold's on Main
Legends Sports Bar & Grill
Midtown Tavern

Moorhead Billiards
Murphy's Pub
Onyx Bar & Grill
Rustica Eatery & Tavern
Starbird Lounge
Sunset Lanes

SPECIAL HOURS LIQUOR (EVENT CENTER)

Fargo Moorhead Community Theatre
RiverHaven
Urban Foods Catering

ON/OFF SALE / SUNDAY

Hen House
Mick's Office
Mango's
Reese and Rileys Olive Oil
The Clubhouse
Vic's Bar & Grill

BREWER OFF SALE/TAP ROOM ON SALE/SUNDAY

Junkyard Brewing Company
Swing Barrel Brewing

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby approve the issuance of the liquor licenses noted above, contingent upon the following:

- Favorable Background Investigation
- Certificate of Liquor Liability Insurance
- Liquor License Fees
- Liquor License Server Training Roster
- Certificate of Compliance / Minnesota Worker's Compensation Law
- Proof of Paid Real Estate Taxes
- Security Plan

PASSED: May 27, 2025 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 27, 2025

SUBJECT:

Resolution to Approve Off-Site Gambling Permit to Moorhead Youth Hockey Association on October 9, 2025

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve an application from the Moorhead Youth Hockey Association for the issuance of an Off-Site Gambling Premises Permit to operate lawful gambling activities.

BACKGROUND/KEY POINTS:

Moorhead Youth Hockey Association is requesting authorization to conduct “off-site” gambling activities on October 9, 2025, at the Armory Events Center, 904 Center Ave, Moorhead. The applicant is responsible for the submission of pertinent documentation to the Minnesota Gambling Control Board for consideration subsequent to City of Moorhead approval.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Christina Rust, City Clerk
Kelle Jenkins, Deputy City Clerk

Attachments:

RESOLUTION

Resolution to Approve Off-Site Gambling Permit to Moorhead Youth Hockey Association on October 9, 2025

BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby approve the issuance of a Minnesota Lawful Gambling Off-Site Gambling Premises Permit to the applicant listed below for the conduct of lawful gambling activities on October 9, 2025:

Applicant:

Moorhead Youth Hockey Association
707 SE Main Avenue
Moorhead MN 56560

Site:

Armory Events Center
904 Center Ave
Moorhead, MN 56560

Gambling Manager:

Anne Norris

PASSED: May 27, 2025 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 27, 2025

SUBJECT:

Resolution to approve Guaranteed Maximum Price Amendment #2 to the Agreement with McGough Construction Co., LLC for Construction Manager at Risk (CMAR) Services for the Moorhead City Hall Renovation.

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution approving Guaranteed Maximum Price Amendment #2 to the Agreement with McGough Construction Co., LLC for Construction Manager at Risk Services for the Moorhead City Hall Renovation.

BACKGROUND/KEY POINTS:

This resolution is an amendment to the CMAR agreement for City Hall renovation that was approved by the City Council on August 26, 2024. It sets a Guaranteed Maximum Price (GMP) for the next stage of construction, which is the replacement of the windows in the City Hall tower and the construction of the foundation and structural steel for the addition north and west of the tower. That addition will create the new lobby for the renovated City Hall, house the Administration department, the Mayor's office and meeting space for the City's public meetings, including City Council meetings and all the other boards and committee meetings. This meeting space will also support staff training needs, provide space for other large community meetings as well as providing indoor support space to activities in the adjacent Civic Plaza. This addition will also free up space in the Hjemkomst Center to provide greater flexibility in programming for cultural events and other activities in the space currently used there for official City meetings.

FINANCIAL CONSIDERATIONS:

The Guaranteed Maximum Price amendment #2 of the CMAR agreement for the City Hall Renovation is \$2,316,240. This price is \$10% below the estimate.

Voting Requirements: 2/3 of Council (6)

Submitted By:

Dan Mahli, City Manager

Mike Rietz, Assistant City Manager

Attachments:

RESOLUTION

Resolution to Approve Guaranteed Maximum Price Amendment #2 to the Agreement with McGough Construction Co., LLC for Construction Manager at Risk Services for the City Hall Renovation Project

WHEREAS, the City of Moorhead hired a construction manager at risk for pre-construction and construction services for the City Hall Renovation Project at their meeting August 26, 2024; and

WHEREAS, the City Council anticipated Guaranteed Maximum Price Amendment #2 for an update to the GMP as outlined within the Agreement for CMAR services for this project; and

WHEREAS, the City Council will consider additional Guaranteed Maximum Price Amendments at future meetings.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are hereby authorized and directed to execute Amendment #2 with McGough Construction Co., LLC for a Guaranteed Maximum Price not to exceed \$2,316,240.

PASSED: May 27, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk