

CITY COUNCIL

MEETING AGENDA JUNE 09, 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 Statues, and parliamentary procedure.

- 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: Heartland Trail Study, Daniel Farnsworth, FM Metropolitan Council of Governments
- 6. Approve Minutes
 - A. May 27, 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
- 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 on the Community Development Block Grant 2025-2029 Consolidated Five Year Plan, the 2025 Annual Action Plan, and updated Citizen Participation Plan
- B. Public Hearing Regarding the Request of Almir Jupic on behalf of Pit 30 South LLC for a Property Tax Exemption for a Project located at 1023 30th Ave S (58.060.0070)

- C. Resolution to Approve a Property Tax Exemption for Pit 30 South LLC to construct a Project located at 1023 30th Ave S (58.060.0070)
- 10. Economic Development
 - A. *Resolution to Approve Real Estate Services Agreement with Goldmark Commercial for MCCARA Industrial Park and other City-Owned Properties
- 11. Administration
 - A. *Resolution to Approve and Submit the proposed Disadvantaged Business Enterprise (DBE) program goals for 2026 2028 for City of Moorhead Transit
 - B. *Resolution to Approve Bid to Line 350 Feet of Sanitary Sewer Main beneath Center Avenue as part of the Moorhead Center Mall demolition
- 12. Mayor and Council Reports
- 13. City Manager Reports
- 14. Executive Session
- 15. New Business
- 16. Adjourn



CITY COUNCIL MEETING MINUTES MAY 27, 2025 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: 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 Chuck Hendrickson

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

- 5. Recognitions Presentations
 - A. Presentation: Class of 2025 Citizens Government Academy

Assistant City Manager Mike Rietz recognized participants in Moorhead's 2025 Citizens Government Academy. The graduation rate was 100% based on attendance of 21 participants. Mayor Carlson presented certificates of graduation.

B. Presentation: Cleanup Days 2025

Public Works Director Paul Fiechtner presented information on 2025 Clean Up Days in Moorhead.

- 6. Approve Minutes
 - A. May 12, 2025 Meeting Minutes

Motion to Approve May 12, 2025 Meeting Minutes made by Sebastian McDougall and seconded by Deb White

Motion Passed

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

MOORHEAD CITY COUNCIL MEETING MINUTES

May 27, 2025

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Against: 0;

Abstain/Recuse: 0;

Absent: 0;

- 7. Citizens Addressing the Council (Time Reserved: 15 Minutes)
- 8. *Mayor and Council Appointments
 - A. *Resolution for Appointments to Boards and Committees
- 9. Public Hearings (5:45 pm)
 - 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)

Motion to Open Public Hearing made by Ryan Nelson and seconded by Heather Nesemeier

Motion Passed

For: 8; Nelson, Mattson, Nesemeier, Moore, White, Borgen, McDougall, Hendrickson Against: 0; Abstain/Recuse: 0;

Absent: 0:

Derrick LaPoint presented a Renaissance Zone application from developer Kevin Bartram for a 28-unit walk up residential housing project at 14 Street & Main Avenue. Construction is planned to begin in the summer of 2025 with completion in 2026.

Motion to Close Public Hearing made by Heather Nesemeier and seconded by Ryan Nelson

Motion Passed

For: 8; Nelson, Mattson, Nesemeier, Moore, White, Borgen, McDougall, Hendrickson Against: 0; Abstain/Recuse: 0;

Absent: 0;

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)

Motion to Approve 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) made by Ryan Nelson and seconded by Heather Nesemeier

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 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

Assistant City Manager Mike Rietz presented the proposed Guaranteed Maximum Price Amendment #2 for the Moorhead City Hall Renovation. Mr. Rietz shared the finance planning process and design development timeline for the project. Oliver Finneman with McGough Construction provided a construction update along with proposed next steps and action items.

Motion to Approve 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 made by Chuck Hendrickson and seconded by Lisa Borgen

Motion Passed

For: 7; Nelson, Nesemeier, Moore, White, Borgen, McDougall, Hendrickson

Against: 1; Mattson Abstain/Recuse: 0;

Absent: 0;

14. Mayor and Council Reports

Council member White attended monthly meetings of the Lakes and Prairies Community Action Partnership and the MATBUS Coordinating Committee.

Council member Nesemeier shared an update from the Solid Waste Advisory Committee. Council member Nesemeier recognized City and County staff that worked during Clean Up Days and shared an update from the Moorhead Public Housing Board.

Council member Nelson participated in finalist interviews for the position of Executive Director with the Historical and Cultural Society of Clay County. Council member Nelson also attended board meetings of the Red River Regional Dispatch Center and updated the City Council on progress of the new dispatch center construction project.

Mayor Carlson participated in the FMWF Chamber of Commerce's Fly-In to Washington DC May 18-21. The group met with members of congress, cabinet members, and others. Mayor Carlson also attended the weekly flood mitigation meetings and a conversation with the Great Plains Food Bank.

| 1 | 5. | City | Manager | Reports |
|---|----|------|---------|---------|
| | | | | |

- Executive Session
- 17. New Business
- 18. Adjourn

6:19 pm

| APPROVED BY: | ATTEST: | |
|------------------------------|----------------|--|
| Michelle (Shelly) A. Carlson | Christina Rust | |
| Mayor | City Clerk | |

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



June 9, 2025

SUBJECT:

Public Hearing on the Community Development Block Grant 2025-2029 Consolidated Five Year Plan, the 2025 Annual Action Plan, and updated Citizen Participation Plan

RECOMMENDATION:

The Mayor and City Council are asked to receive public comments on the draft 2025-2029 Consolidated Plan, the draft 2025 Annual Action Plan for the Community Development Block Grant (CDBG), as well as an updated Citizen Participation Plan. This is a public hearing only. Final consideration of the CDBG programming is scheduled June 23, 2025.

BACKGROUND/KEY POINTS:

Draft 2025-2029 Consolidated Plan: The City has developed its CDBG Consolidated Plan and Annual Action Plan as required by the U.S. Department of Housing and Urban Development (HUD). Citizen Participation includes:

- Public Meetings (March 18, 2025 and March 20, 2025)
- Moorhead Public Housing Agency, Riverview Heights, Community Meeting (January 16, 2025)
- Clay County HRA, Fieldcrest Townhomes, Community Meeting (January 21, 2025)
- Churches United Micah's Mission, Community Meeting (January 28, 2025)
- 30-day comment period (May 22 June 21, 2025)
- Public Hearing (June 9, 2025)
- Final plan consideration by City Council (June 23, 2025)

The draft priorities established within the plans result from a community survey, consultations with area agencies identifying assets and needs, and analysis of Census and other statistical data. Investment priorities established within the proposed plan are affordable rental and owner housing opportunities, home rehabilitation including energy efficiency improvements, transportation opportunities to address homelessness prevention, and opportunities for children and youth. The following is a summary of the City's draft priority statements for the 2025–2029 Consolidated Plan:

Affordable housing: Rehabilitate or update affordable rental units and housing in partnership with Moorhead Public Housing Agency, Clay County Housing and Redevelopment Authority and Creative Care for Reaching Independence. Rehabilitate up to 35 homes owned by low to moderate income persons and an additional 5 units for homeownership specifically through partnership with Lake Agassiz Habitat for Humanity and Cass Clay Community Land Trust. Support local agencies seeking to reduce the housing cost burden of low-income households through certificate and voucher programs.

<u>Homelessness</u>: Support the continuation and expansion of emergency, transitional, and permanent supportive housing available to homeless persons and those who are at risk of homelessness in the community. Support initiatives, funding applications, data collection efforts, and technical support needs of service providers expanding homeless prevention services and coordinated assessment.



June 9, 2025

<u>Special needs populations</u>: Support initiatives of service providers to expand services, outreach, and assessment for special needs populations through technical support, funding applications support, and other means. Work with community agencies to support their efforts on making homes accessible especially for the elderly and/or persons with disabilities, through accessibility and safety for snow removal and/or modifications for accessibility.

<u>Non-housing community development needs</u>: Partner to address the needs of children and youth from low to moderate income households by providing positive recreational, job training and developmental opportunities. Partner to provide transportation to homeless and extremely low-income individuals to access community resources.

Proposed 2025 Activities:

| Activity | Description | Budget |
|---|---|-----------|
| Program Administration | Staff support for planning, implementation, reporting, and monitoring of CDBG resources and support for the Moorhead Human Rights Commission. CFR Part 570.206 | \$98,400 |
| Home Rehabilitation Loan Program | A city-wide rehabilitation loan program assisting owner-occupants of single-family homes whose income falls below 80% of area median income. Funds are provided on a loan basis up to \$25,000 provided sufficient home equity exists. No interest accrues on the loan and the entire principal balance must be repaid upon sale, title transfer or owner vacancy of the property. Applications from interested individuals are accepted by the City on a first-come, first-served basis with priority for life safety emergency loans. The program is administered by the City of Moorhead. Eligible activity in accordance with CFR Part 570.202(a)(1). National Objective: Activity benefiting low- and moderate-income persons. Activity administration included. | \$244,893 |
| Acquisition Affordable Rental Housing | An affordable rental unit will be constructed through a partnership with Creative Care for Reaching Independence (CCRI). CDBG resources will be used to acquire a lot in a new housing subdivision to be used by CCRI to construct an affordable rental unit assisting disabled persons whose income falls below 80% of median income. Funds are provided on a deferred loan basis to CCRI. No interest accrues on the loan and the entire principal balance must be repaid upon sale, title transfer, or owner vacancy of the property. The project will be administered by CCRI. Eligible activity in accordance with CFR Part 570.201 (a). National Objective Activity benefiting low- and moderate-income persons. Activity administration included. | \$40,500 |



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| Acquisition | Up to two affordable housing units will be constructed | \$55,000 |
|------------------------|--|----------|
| Affordable Housing | through a partnership with Habitat for Humanity and/or Cass | |
| | Clay Community Land Trust. CDBG resources will be used | |
| | for acquisition and/or site preparation of a lot in a new | |
| | housing subdivision through paying down the infrastructure | |
| | assessments for affordable housing unit for homebuyers. | |
| | Location to be determined. Eligible activity in accordance | |
| | with CFR Part 570.201 (a).National Objective: Activity | |
| | benefiting low- and moderate-income persons. Activity | |
| | administration included. | 40-000 |
| Public Services | Recreation Program – Parks: Recreation activity | \$67,900 |
| Eligible activities in | programming, meal program and/or activities for youth in | |
| accordance with | low-income neighborhoods conducted by Moorhead Parks | |
| CFR Part | & Recreation. Participating youth range in age from 3-17 | |
| 570.201(e). | years; the predominant age of participants is under 12 | |
| National Objective: | years. Budget: \$12,500 (\$12,000 program/\$500 Activity | |
| Activity benefiting | Administration) | |
| low- and moderate- | Opportunities Under Transit ["OUT"] Transportation | |
| income persons. | Initiative: Discounted bus pass voucher program for | |
| | persons who are homeless or extremely low income (less | |
| | than 30% median income) to provide transportation to | |
| | access community resources. Budget: \$15,200 (\$15,000 | |
| | program/\$200 Activity Administration). | |
| | Career and Workforce Readiness Initiative: Youth | |
| | programming for individuals ages 14-24. Programming | |
| | helps to shape a positive future through discovering unique | |
| | talents and abilities through career exploration, mentoring, | |
| | sports, supportive services, and post-secondary admission | |
| | application assistance. Budget: \$15,200(\$15, 000 | |
| | program/\$200 activity administration). | |
| | Snow Removal Assistance Program: The City of Moorhead | |
| | will assist homeowners who are elderly and/or disabled | |
| | with snow removal services. CDBG funds will be used to | |
| | pay a contractor the City hires to remove snow from public | |
| | sidewalk abutting the home, driveway, and one walkway to | |
| | a door for persons who are accepted into the program. | |
| | Applicants will be prioritized on a first-come, first-served | |
| Citizen Deutieinetien | basis. Budget: \$25,000 | |

Citizen Participation Plan

HUD requires its grantees to adopt and periodically update a Citizen Participation Plan that sets forth the City's policies and procedures for citizen participation related to its CDBG programs. The update to the citizen participation plan addresses actions related to a substantial amendment. HUD does not consider moving funds from one approved activity to another approved activity a substantial amendment; our participation plan is being updated to match HUD requirements.



June 9, 2025

FINANCIAL CONSIDERATIONS:

\$356,693 - 2025 CDBG allocation \$150,000 - Program Income (estimate)

\$506,693

Potential Adjustments to Activities & Budget

- Any reductions to estimated program income will reduce the Home Rehabilitation loan program budget.
- Revenue received that exceeds estimated program income will be applied to home rehabilitation loans, or the City may conduct a plan amendment after public notification.
- Fluctuations greater than \$20,000 or 25% of activity budgets will require a plan amendment with a 30-day public comment period.

Voting Requirements: Not Applicable

Submitted By:

Dan Mahli, City Manager Lisa Bode, Governmental Affairs Director Tanya Kunza, Community Development Program Administrator

Attachments:



June 9, 2025

SUBJECT:

Public Hearing Regarding the Request of Almir Jupic on behalf of 1023 South 30th LLC, leasing to Pit 30 South LLC, for a Property Tax Exemption for a Project located at 1023 30th Ave S (58.060.0070)

RECOMMENDATION:

The Mayor and City Council are asked to conduct a Public Hearing and consider approval of a property tax exemption for 1023 South 30th LLC, leasing to Pit 30 South LLC, doing business as SpeeDee Oil Change, to construct a new facility which features automotive oil change and lubrication business located at 1023 30th Ave S (58.060.0070)

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.

Project: Almir Jupic has plans to construct a new building to operate a quick lube and oil change business, SpeeDee Oil Change, which focuses on fluid changes and preventative auto care. The building dimensions are 86-feet by 32-feet, with 26-foot building height, single story with mezzanine and basement, wood framed construction with mixed metal/vinyl exterior finish.

Employees: Almir Jupic estimates that SpeeDee Oil Change will create six (6) new fulltime employees and one (1) part-time employee which exceeds the minimum job and wage requirements to qualify for this incentive.

Property Valuation: The parcel has an assessed land value of \$134,100. Existing land and building/improvement value (if any,) and any future changes to that value, remains taxable during the duration of property tax exemption. Only the new assessed building/improvement value attributed to this project receives the exemption.

Based on the preliminary plans submitted with the application, the City Assessor has estimated that the new assessed building value for the project will be approximately \$550,000.

Exemption Term: The term of the exemption is based upon the new assessed building value as determined by the City Assessor following building completion. The estimate found in this communication provides an indication of the scope of the project. The new building value and jobs retained and/or created post construction will likely meet the minimum requirements for a 3-year property tax exemption.

Timeline: Construction of the project, if approved, will begin in June 2025, with an estimated completion of December 2025. Whatever construction is completed in 2025 will be assessed



June 9, 2025

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.

Zoning: The parcel is located within the "MU4: Gateway Mixed Use" zoning district. The proposed use is permitted within the zoning district. The final building plans will meet all the requirements of the existing zoning district.

FINANCIAL CONSIDERATIONS:

The maximum total benefit to the applicant for this expansion project is estimated at approximately \$26,400 in property tax exemptions using projected new assessed building value (\$550,000) and current tax rate (1.6%) for a period of three (3) years.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager Derrick LaPoint, DMI/Economic Development Amy Thorpe, Economic Development Program Administrator

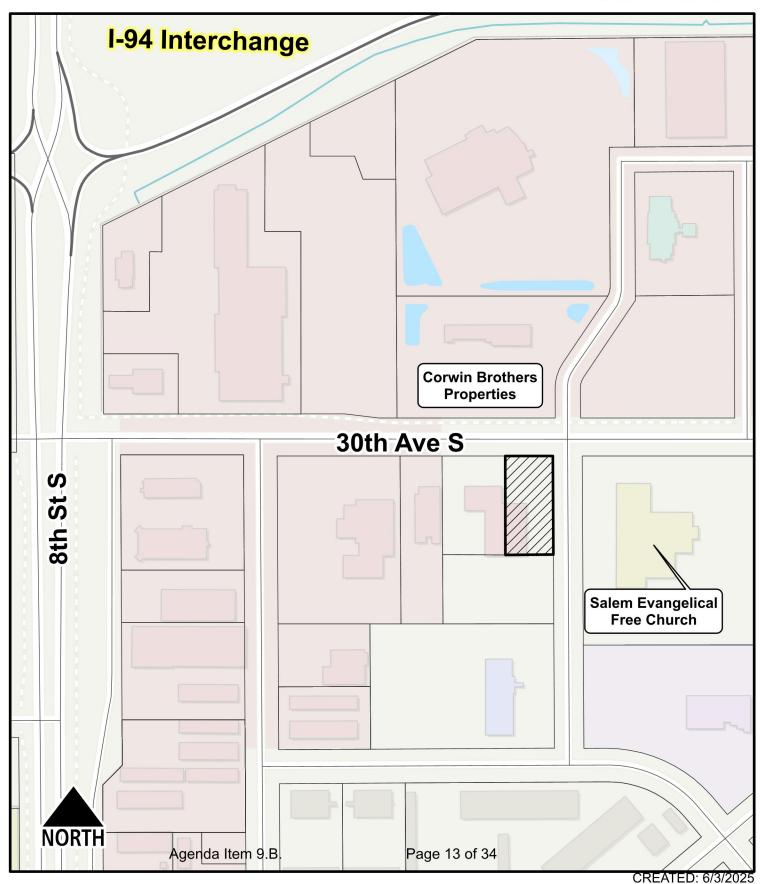
Attachments: General Location Map

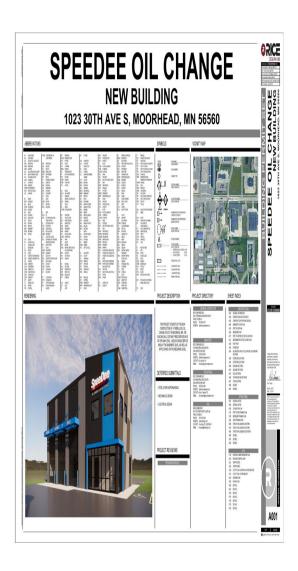
Site Plan, Building Floor Plan, and Building Elevation

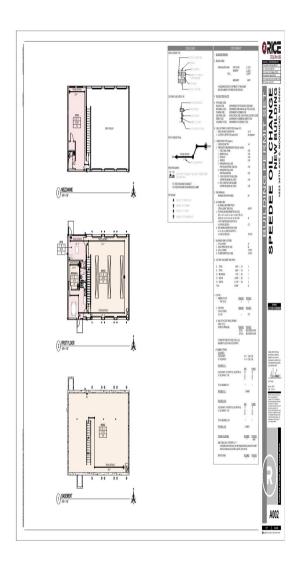
Draft Resolution

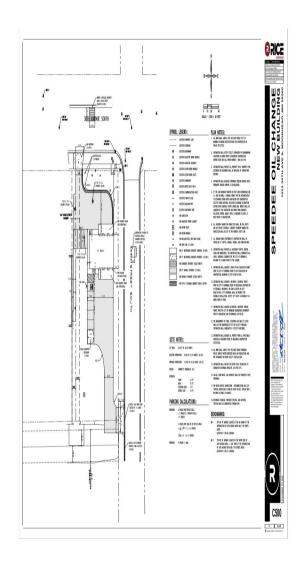
GENERAL LOCATION MAP

Property Owner: 1023 South 30th LLC Leasing to: Pit 30 South LLC d/b/a SpeeDee Oil Change Address - 1023 30 Ave S Parcel ID - 58.060.0070









RESOLUTION

Resolution to Approve a Property Tax Exemption for 1023 South 30th LLC leasing to Pit 30 South LLC to construct a Project located at 1023 30th Ave S (58.060.0070)

WHEREAS, Almir Jupic, on behalf of 1023 South 30th LLC, leasing to Pit 30 South LLC, doing business as SpeeDee Oil Change, desires to construct a new facility which features automotive oil change and lubrication business at 1023 30th Ave S (58.060.0070); 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 Almir Jupic on behalf of 1023 South 30th LLC, leasing to Pit 30 South 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 15, 2025, and May 22, 2025, respectively; and

WHEREAS, 1023 South 30th LLC, leasing to Pit 30 South LLC, doing business as SpeeDee Oil Change, 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 1023 South 30th LLC, leasing to Pit 30 South LLC, is necessary to enable the business 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 1023 South 30th LLC, leasing to Pit 30 South LLC, an exemption from property taxation of new building value according to the following schedule:

| New Building Taxable Value | Full Time Equivalent (FTE) Jobs Minimum Created or Retained | Term of Exemption |
|-------------------------------|---|-------------------|
| \$250,000-1,249,999 | 1-2 | 3 years |
| \$1,250,000+ | 3+ | 5 years |

The new building value will fall within the above chart and the exemption is approved for the category in which is falls. Based on an estimated \$550,000 new assessed building value, the exemption would be for a period of 3 years.

- 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 1023 South 30th LLC, leasing to Pit 30 South LLC.
- 5. 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 1023 South 30th LLC, leasing to Pit 30 South LLC, and the City executing the Tax Incentive Agreement.

| PASSED: June 9, 2025 by the City Counc | il of the City of Moorhead. |
|--|-----------------------------|
| APPROVED BY: | ATTEST: |
| Michelle (Shelly) A. Carlson, Mayor | Christina Rust. City Clerk |



June 9, 2025

SUBJECT:

Resolution to Approve Real Estate Services Agreement with Goldmark Commercial for MCCARA Industrial Park and other City-owned Properties

RECOMMENDATION:

The Mayor and City Council are asked to consider approval of a real estate services agreement with Goldmark Commercial to market and sell City-owned property within the MCCARA Industrial Park and other City-owned Properties

BACKGROUND/KEY POINTS:

The City has had a real estate services contract with Property Resources Group for the last 5 years. It has been standard practice to review services and re-issue a Request for Proposals to allow other real estate broker/firms the opportunity to compete for the City's business and for the City to receive the best services available.

A Request for Proposals was issued on January 29, 2025, with submissions due by February 27, 2025. On April 8, 2025, a selection committee of the Moorhead Economic Development Authority reviewed the submissions and interviewed the four brokerage firms who submitted proposals.

The selection committee unanimously selected Goldmark Commercial "Goldmark" to market and sell city-owned property in the MCCARA Industrial Park, including industrial land adjacent to the industrial park but currently not platted.

A Listing Agreement has been provided to the City and has the following key business points:

Start date – July 1, 2025 Initial term – 24 months

Extension term – 12 months

Broker responsibilities – aggressively market property to achieve the best price, terms and project desirable to the City

Commission fee -6% of the selling price, payable at closing; commission split with buyer's agent, if different.

The City Attorney has provided an initial review of the Listing Agreement document and will finalize prior to the Mayor and City Manager's signatures.

FINANCIAL CONSIDERATIONS:

A commission fee of 6% of the purchase price shall be paid to Goldmark (Listing Agent) upon closing of the sale of the property. If the Listing Agent and Buyer's Agent are different, the commission free shall be split 3% to each.

Voting Requirements: 3/4 of Council (6)



June 9, 2025

Submitted By:

Dan Mahli, City Manager Derrick LaPoint, DMI/Economic Development Amy Thorpe, Economic Development Program Administrator

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve a Real Estate Services Agreement with Goldmark Commercial for MCCARA Industrial Park and other City-owned Properties

WHEREAS, a selection committee established by the Moorhead Economic Development Authority reviewed submissions and interviewed applicants submitted through a Request for Proposals process to secure broker services to sell City-owned property within and adjacent to the MCCARA Industrial Park; and

WHEREAS, a unanimous recommendation of the Moorhead Economic Development Authority selection committee has identified Goldmark Commercial "Goldmark" as the preferred broker to market and sell property for the City of Moorhead; and

WHEREAS, a Listing Agreement, commencing July 1, 2025, will establish that the initial term with the City of Moorhead shall be 24 months, with the option to extend every 12 months thereafter; and

WHEREAS, a Listing Agreement will also establish that the commission fee shall be 6% of the purchase price to be paid upon closing of the sale of the property with 3% split between the Listing Agent (Goldmark) and 3% to the buyer's agent, if any.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Council authorizes the Mayor and City Manager to enter into a Listing Agreement (reviewed and approved by the City Attorney) with Goldmark Commercial to market and sell real property in the MCCARA Industrial Park and other City-owned property(s) as identified by the City Manager and Economic Development Director

PASSED: June 9, 2025 by the City Council of the City of Moorhead.

| APPROVED BY: | ATTEST: |
|-------------------------------------|----------------------------|
| | |
| Michelle (Shelly) A. Carlson, Mayor | Christina Rust, City Clerk |



June 9, 2025

SUBJECT:

Resolution to Approve and Submit the proposed Disadvantaged Business Enterprise (DBE) program goals for 2026 - 2028 for City of Moorhead Transit

RECOMMENDATION:

The Mayor and City Council are asked to consider the following actions:

- 1. Approval in substantial form the proposed DBE goals of .44%; and
- 2. Authorization to submit same to the Federal Transit Administration (FTA)

BACKGROUND/KEY POINTS:

MATBUS is establishing a new overall goal for Disadvantaged Business Enterprise (DBE) participation in its federally-funded projects scheduled in FY 2026-2028. This includes consultation with general contractor groups, community organizations, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBE's, and assist MATBUS's efforts to establish a level playing field for the participation of DBEs.

The proposed goals will be .44% for City of Moorhead Transit.

The proposed DBE Goals are due to the FTA by August 1, 2025

The MATBUS Coordination Board reviewed the proposed DBE goals at their regularly scheduled meeting of May 21, 2025, and unanimously recommended Council approval and submission to FTA.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager Mike Rietz, Assistant City Manager

Attachments: Moorhead DBE goal methodology 2026-2028



Regional Civil Rights Officer Federal Transit Administration 1961 Stout Street Suite 13-301 Denver, CO 80202

Subject: City of Moorhead Administration – FFY 2026 - 2028 DBE Goal (Recipient ID #1159)

Dear Regional Civil Rights Officer:

The City of Moorhead Administration respectfully submits the following methodology and DBE Goal of .44% for FFY 2026 - 2028:

DBE Goal Setting Methodology Requirements:

OUTREACH:

Public participation methods employed by the Cites of Fargo and Moorhead included legal notices in the papers, letters to women, minority groups, the local Chamber of Commerce, Small Business Administration, and cultural diversity groups.

The notification includes the types of work which will be available through our organization and invites these groups to participate (letter and notices are enclosed).

When the opportunity presents itself, we do encourage potentially eligible businesses to register to become a DBE.

METHODOLOGY:

The contracting opportunities are limited for our organization. Attached you will find a listing of potentially available contracting opportunities, the budget affiliated with each item, and the corresponding NAICS code.

Step 1 Development of base figure, the City of Moorhead Administration has decided not to weight the goal. The goal as determined by the number of eligible DBEs and the estimated contract opportunities is .44%.

Enclosed are the following items pertaining to City of Moorhead Administration's FY 2026 - 2028 DBE Goal for your consideration:

- 1. City of Moorhead Administration's Goal Methodology (Including NAICS Attachment)
- 2. Public Notice on DBE Goal Published on www.matbus.com
- 3. Solicitation of DBE's Notice in Local Newspaper (publish in April 2025)
- 4. Letter to Businesses and Organizations regarding DBE/SBE

The goal is set at .44%. City of Moorhead Administration invited public comment for a period of 45 days for the purpose of obtaining input on the proposed goal.

No comments were received.

The goal of .44% for City of Moorhead Administration is a realistic goal as the majority of contracts are paid by the City of Fargo Transit and City of Moorhead Administration reimburses a share.

RACE-NEUTRAL PARTICIPATION

City of Moorhead Administration proposes to move forward in FY 2026-2027-2028 utilizing a <u>race-neutral</u> program in achieving the DBE goal of .44% during these fiscal years. Moorhead Transit feels a race-neutral program is the best approach in obtaining satisfactory DBE participation.

In Summary

The last three years have been a challenge with a limiting a number of contracting opportunities. We were able to utilize a DBE for our system maps in 2024. The system maps are an ongoing opportunity to contract for a DBE.

In the future, The City of Fargo is working on behalf of the City of Moorhead through a Joint Powers Agreement and will operate transit services in compliance with federal regulations and will fulfill the DBE requirements under the DBE Program.

Should you have any questions, please contact me at 701-476-5967 or email at scrowell@matbus.com.

Sincerely,

Shaun Crowell Mobility Manager, DBELO for City of Moorhead

Shaun Crowell Mobility Manager MATBUS – Metro Transit Garage 650 23rd Street North Fargo, ND 58102

| IAICS | CLASSIFICATION | FARGO GL- EXPENDITURES CODE | ESTIMATED CONTRACT OPPORTUNITIES- PROFESSIONAL SERVICES FARGO | | ACT TUNITIES- ES/SERVICES | ESTIMATED CONTRACT OPPORTUNITIES- PROFESSIONAL SERVICES MOORHEAD | ESTIMATED CONTRACT OPPORTUNITIES- SUPPLIES/SERVICES MOORHEAD | DBE BUSINESS PREVIOUSLY USED/WILL LIKLEY USE AGAIN | DBE BUSINESS-FM AREA Updated 6/28/24 | DBE BUSINESS- ND Updated 6/28/24 | DBE BUSINESS- MN Updated 6/28/24 | Total DBEs for estimated contracting opp | | Listing Date Updated usi Google Sear |
|---------------|---|-----------------------------------|---|----|---------------------------------|--|--|--|--|---|---|--|-------|--|
| 236220 | Commercial and Institutional Building Construction | | | İ | | | | | (| 0 | 43 | 3 43 | 3 27 | 4/22/2025 |
| 238110 | Concrete Contractors | | | | | | | | | 0 | 27 | 7 27 | 7 127 | 4/22/2025 |
| 238210 | Electrical Contractors and Other Wiring Installation Contractors | | | | | | | 1 | . 1 | 2 | 28 | 3 30 | 68 | 4/22/2025 |
| 238330 | Flooring - Commerical and Residential | 4310 | | \$ | 60,000 | 1 | | (| 1 | 1 | 17 | 7 18 | | 4/22/2025 |
| 323113 | Commercial Screen Printing | | | | | | | | (| 0 | | 5 5 | | 4/22/2025 |
| 323111 | Commerical digital printing (except books) | 5510 | | \$ | 9,000 | | \$ 11,430 | 1 | . (| 2 | 11 | 1 13 | | 4/22/2025 |
| 323119 | Other Commercial Printing | | | | | | | | (| 0 | (|) (| | 4/22/2025 |
| 339950 | Sign Manufacturing | | | | | | | | (| 0 | 9 | 9 9 | | 4/22/2025 |
| 424720 | Petroleum Bulk Stations and Terminals | | | | | | | | | 0 | 4 | 1 4 | | 4/22/2025 |
| 441310 | Automotive Parts and Accessories Stores | | | | | | | | | 0 | (| | | 4/22/2025 |
| 141320 | Tire Dealers | | | | | | | | | 0 | (|) (| | 4/22/2025 |
| 459410 | Office Supplies and Stationery Stores | 6110 | | \$ | 14.000 | | | 1 | | 1 | | 1 2 | | 4/22/2025 |
| 154319 | Other Fuel Dealers | | | | , | | | | (| 0 | (| | | 4/22/2025 |
| | Taxi Service | | | | | | | | | 0 | (| | | 4/22/2025 |
| | Charter bus Industry | | | | | | | | | | | | _ | 4/22/2025 |
| | Special Needs Transportation | | | | | | | | | 0 | | | | 4/22/2025 |
| | Motor Vehicle Towing | | | | | | | | | _ | | | - | 4/22/2025 |
| | Couriers | | | 1 | | | | | | | | | | 4/22/2025 |
| | Motion Picture and Video Production | | | 1 | | \$ 3,600 | | | 1 | | | 9 9 | | 4/22/2025 |
| | Radio Stations | | | 1 | | 3,000 | | - | 1 | | | - | | 4/22/2025 |
| $\overline{}$ | Television Broadcasting | | | | | | | | | 0 | | | | 4/22/2025 |
| $\overline{}$ | Cable and Other Subscription Programming | | | _ | | | | | | 1 - | | , | | 4/22/2025 |
| | Wireless Telecommunications Carriers (except Satellite) | | | | | | | | 1 | | | | | 4/22/2025 |
| | Internet Publishing and Broadcasting and Web Search Portals | | | 1 | | | | | | 0 | | | | 4/22/2025 |
| | Commercial Banking | | | _ | | | | | | | | - | | 4/22/2025 |
| | Direct Property and Casualty Insurance | | | + | | | | | | | | 20 | | 4/22/2025 |
| | Architectural Services | | | + | | | | | 1 | <u> </u> | ` | | | 4/22/2025 |
| | Engineering Services | | | + | | | | | | | 45 | | | 4/22/2025 |
| | Interior Design Services | | | _ | | | | | | | | | | 4/22/2025 |
| | Graphic Design Services | | | 1 | | \$ 300 | | | 1 | 2 | | | | 4/22/2025 |
| | Admin Mgmt & General Mgmt Consulting Services (First Transit Contract) | | | | | 300 | | | | | | | | 4/22/2025 |
| 541613 | Marketing Consulting Services | 3420, 5411 | | Ś | 105,800 | | | (| | , | | | | 4/22/2025 |
| 541810 | Advertising Agencies | 3110 | | Ś | 3,500 | | | | | 0 | 12 | | | 4/22/2025 |
| | Direct Mail Advertising | 3110 | - | Þ | 3,500 | | | | | 0 | 14 | 5 5 | | 4/22/2025 |
| | Employment Placement Agencies | | - | + | | | | | 1 | 0 0 | | | | 4/22/2025 |
| 561612 | Security Guards & Patrol Services/Armored Car Services | 3380, 3899 | | \$ | 254500 | | | | 1 | | | | - 1.0 | 4/22/2025 |
| | Locksmiths | 3300, 3099 | | \$ | 354,500 | | | | | 0 0 | | | | 4/22/2025 |
| _ | Exterminating & Pest Control Services | | | _ | | | | | | | | | | 4/22/2025 |
| 561710 | Janitorial Services | 4205, 4206 | | \$ | 85.751 | | \$ - | | | 0 4 | | | | 4/22/2025 |
| | | | | Y | | | \$ - | (| | 5 | | | | |
| 561730 | Landscaping Services | 4210,4220, | - | \$ | 29,500 | | | - | + | , | | 4 | - 17 | 4/22/2025 |
| 721110 | | 5660, 5760 | 1 | \$ | 4,500 | | - | + | + - 5 | 0 0 | | | | 4/22/2025 |
| 721110 | | 5660, 5760 | | \$ | 7,200 | | | - | | - | | | | 4/22/2025 |
| | Glass Repair (Automotive) | 420E 4000 | - | | 025 622 | | | | + | | | | | 4/22/2025 |
| 311198 | All Automotive Repair & Maintenance | 4325, 4330 | 1 | \$ | 935,000 | | | - | 1 - 9 | 0 | | -1 | | 4/22/2025 |
| | Radio Repair | 10 | | 4 | | | | - | (| | | | | 4/22/2025 |
| 311212 | Computer & Office Machine Repair & Maintenance | 4350 | - | \$ | 8,500 | | | | 1 | 0 | | 30 | | 4/22/2025 |
| 312331 | Linen & Uniform Supply | 6410 | 1. | \$ | 22,000 | | | 1 | 1 | 0 | |) (| - | 4/22/2025 |
| | Grand Totals | | \$ - | \$ | 1,639,251 | \$ 3,900 | \$ 11,430 | 4 | 4 | 21 | 561 | 1 582 | 2 964 | 1 |
| | All firms willing and able, including DBEs and non-DBEs Total DBEs for estimated contract opportunities Total DBEs in local area that are willing and able for estimated contract opportu | ınities - FARGO | | | | | | 4 | i | | | 270 | 415 | - |
| | | | | | | | | | | | | | | |

| Step 1 | | | | | | | |
|----------------------------|---|---|---|--|---|---|---|
| Step 1 | | | | | | | |
| Step One | Base Figure | gure Ready, willing, and able DBEs | | 3 (includes | DBEs FM Metro Area and ones we are likely to use in the future) | 0.00438 | |
| | | All firms ready, willing and able | | | 685 (includes | DBEs and non-DBEs from ND, MN and FM Metro Area) | 0.44% DBE GOAL |
| | | (including | DBEs and non-DBEs) | | - | | - |
| | | | | | 0.00438 | 0.44% | |
| | Market Are | a: FM (Fargo, ND, Moorhead, MN) Metro Area consists of a pop | ulation of less than 200,00 | 00. We have expanded our market outsi | de the geographic FM | Metro area for services such as graphic design. | |
| A. B. C. D. E. | We used the The DBEs up Our local me The numer | ne base figure includes DBEs in the FM Metro area and ones we e NAICS listing to find DBEs in the FM Metro area and in ND and sed in the step one base figure are DBEs that are available and arraket includes the Fargo/Moorhead area including surrounding ator consists of firms that have been identified and utilized in the loval area, we have utilized. | d MN ready and willing. communites. Also include ne past that are DBE's, the | ed are areas in the Twin Cities that have denominator includes firms from ND, M | | | |
| F. | We have de | ecided to not weight the goal methodology | | _ | | | |
| | NAICS 323111 | Commerical digital printing (except books) | ESTIMATED CONTRACT OPPORTUNITIES- SUPPLIES/SERVICES MOORHEAD | # of DBEs | | Summary of any comments received during consultation with the proto the goal as a result: | ublic and what changes, if any, were made |
| 1 | | Electrical Contractors and Other Wiring Installation Contractors | s | 1 | | | |
| | | Office Supplies and Stationery Stores | | 1 | | No comments were received during 45 day comment period. | |
| | | | | 3 | | | |
| | | # of contracts added together | | | | | |
| G. Н. | | counted for any firms no longer in business in Step One ents were made based solely on changes in the amount of fede | aral assistance we evnect t | o receive | | | |
| 1. | | ives methods were used in Step One | Tal addition to expect to | | | | |
| | | · | | | | | |
| Step 2 | | | | | | | |
| A. | 3 5 6 7 8 Other factor | We were in compliance with the DBE regulations The previous DBE goal was .71% Decertifications are not relevant in Step Two Contracts are expected to be similar as in the past We did not adjust the goal based on past participation We did not adjust the goal based on past participation We did not adjust the goal based on past participation This is not the first time we have had a DBE program rs in Step Two No disparity studies have been conducted in our market area We are unable to find other types of evidence or data relative | | | | | |
| | | Calculating the Race/Gender-Neutral and Race/Gender-Cons | cious Split: | ST 4 STEERING | | | |
| | Α. | We did not exceed our goal in 2024 | 2023 0.00% 2024 0.45% 2025 0.00% | | | | |
| Notes: | | 5/26/2017 As per our conversation with Kevin Osborn the City of Moorhe Example of the JPA: Paratransit operating, Metro Transit Gara Example of non-JPA: Printing schedules, marketing, shelter cle | ge, Ground Transportation | | | | |
| | | 6/28/2024 It is unlikely Moorhead will have many opportunities to utilize | DBEs outside the JPA witl | n Fargo. | | | |
| | 12/10/2024 Starting in 2025. City of Moorhead hegan contracting services with City of Fargo Transit, there will be little or no contracting services with City of Fargo Transit, there will be little or no contracting services. | | | there will be little or no apportunity for | r Moorhead to procur | e specific transit related contracts in the future | |



Go Green, Ride With Us



DBE Consultation in establishing goals for FY 2026-2028

MATBUS is establishing a new overall goal for Disadvantaged Business Enterprise (DBE) participation in its federally-funded projects scheduled in FY 2026-2028. This includes consultation with general contractor groups, community organizations, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBE's, and assist MATBUS's efforts to establish a level playing field for the participation of DBEs.

The proposed goals will be .49% for City of Fargo Transit, and .44% for City of Moorhead Transit.

On April 16, 2025 we will be available in person at the Metro Transit Garage at 650 23rd St. N. Fargo, ND 58102 or by teleconference from 10:30 AM -11:00 AM, 1:00 PM - 4:00 PM.

We will schedule consultations in half-hour blocks, please contact Shaun Crowell, Mobility Manager at 701-476-5967 or at scrowell@matbus.com to schedule a time. Deadline to schedule a time is April 4, 2025.

Alternative dates for a consultation by teleconference may be scheduled if necessary.

City of Fargo Transit DBE Goal

The City of Fargo Transit has established a DBE goal of .64% utilizing a race-neutral program for the next three years 2023, 2024, 2025. Please contact Shaun Crowell, DBE Coordinator, at MATBUS, 650 23rd Street North, Fargo, ND 58102, via phone at 701.476.5967, or via email at Shaun Crowell, Mobility Manager

City of Moorhead Tranist DBE Goal

The City of Moorhead Transit has established a DBE goal of .71% utilizing a race-neutral program for the next three years 2023, 2024, 2025. Please contact Shaun Crowell, DBE Coordinator, at MATBUS, 650 23rd Street North, Fargo, ND 58102, via phone at 701.476.5967, or via email at Shaun Crowell, Mobility Manager

Seeking DBE & SBE Firms to Bid on Federally-Funded Contracts

The Cities of Fargo and Moorhead and MATBUS are seeking Disadvantaged Business Enterprises (DBEs) and Small Business Enterprises (SBEs) to bid Agendally-mald-Aproducts and services. Plage 27 of 34 controlled 51% or more by women,

minorities or other socially and economically disadvantaged individuals or groups are eligible to apply for DBE certification.

Interested vendors should contact: Shaun Crowell, DBE Coordinator, at MATBUS, 650 23rd Street North, Fargo, ND 58102, via phone at 701.476.5967, or via email at Shaun Crowell, Mobility Manager

Type of contract work available

Parts and maintenance for buses,

Radio repair

Janitorial services

Bulk diesel fuel

Insurance (auto, liability and performance bond)

Consultants (transit planning, drug testing, asbestos removal, marketing research, real estate appraisal, environmental review and remediation)

Mowing

Snow removal

Driver training

Cleaning supplies

Lubricants

Laundry services

Contractors to operate fixed route and paratransit transportation services

Firms wishing to sell advertising space on the exterior or interior of buses.

Marketing (design, printing, specialty products)

Office supplies

Construction Contractors

General Contractors

Home Improvement

Building Repairs

Earthwork

Masonry

Carpentry

Structural Steel

Roofing

Fire Protection

Drywall

Painting

Floor Covering

Ceilings

Tile Setters

Window Treatments

Concrete

Electrical

Heating

Windows

Landscaping

Asphalt

Plumbing

Security systems

Fueling systems

Vehicle washing systems

Demolition

Interior/exterior Lighting

Office Furniture

Garage Tools and Equipment

Interested in becoming a DBE in North Dakota?

If your organization is interested in becoming a certified DBE in North Dakota, you can apply for certification at ND DOT On the DBE certification page, you can create an account to start the process 28 of 34

If you are currently certified in Minnesota you would just need to submit an interstate application using their online system.

If you have any questions, you can contact the DBE Supportive Services Consultant either through the online system or at 701-527-0931.

Interested in becoming a DBE in Minnesota?

If your organization is interested in becoming a certified DBE in Minnesota, you can find the application and more information to apply for certification with $\underline{\text{MnDOT}}$.

NOTICE OF PUBLIC COMMENT ON DBE GOAL FOR 2026-2027-2028 CITY OF FARGO, NORTH DAKOTA – TRANSIT OFFICE

In accordance with requirements of the U.S. Department of Transportation as set forth in 49 C.F.R. Part 26, as amended, the City of Fargo Transit Office hereby notifies the public that it is recommending the following Disadvantaged Business Enterprise (DBE) goal for applicable professional services and procurement contracts during Fiscal Years 2026-2027-2028, beginning October 1, 2025 and ending September 30, 2028. The overall total City of Fargo Transit DBE goal for fiscal years 2026, 2027, 2028 is .49%. The City of Moorhead Administration goal for fiscal years 2026, 2027, 2028 is .44%.

Information pertaining to this goal and a description of how it was selected is available for inspection from 8:00 a.m. to 4:30 p.m. (central time) at the Metro Transit Garage, 650 23rd Street North, Fargo, ND 58102 for 30 days following the date of this notice. Written comments on this goal will be accepted for 45 days from the date of this notice. The comments are for informational purposes only and may be sent to Julie Bommelman, City of Fargo Transit Director, DBELO and Shaun Crowell, Mobility Manager DBELO for City of Moorhead, Metro Area Transit, 650 23rd Street North, Fargo, ND 58102, or to the Regional Civil Rights Officer, Federal Transit Administration, Region 8, 1961 Stout Street, Suite 13-301, Denver CO 80202

Publish in *The FM Extra* Minnesota Legals Thursday, April 10, 2025

Send (2) affidavits of publication. MATBUS
Attn: Shaun Crowell
650 23rd St. N.
Fargo, ND 58102

Bill: City of Fargo MATBUS 650 23rd Street North Fargo, ND 58102 FM Extra 810 4th Ave S Suite 120 PO Box 1026 Moorhead, MN 56561

State of Minnesota

Clay County

I, Lisa Miller, duly sworn on my oath, do say that in the FM Extra, a newspaper issued weekly, published at Moorhead, in said County of Clay, the attached notice was inserted and published in said newspaper in the issues of 04/10/25 for the reasonable fee for publishing said notice is \$44.58

State of Iowa County of Lyon Subscribed in my presence and sworn before me 04/16/25. Given under my hand and Notary Seal.

Notary Publicdie Hoogendoorn

State : Iowa County : Lyon

Expiration Date: January 17, 2026 Commission No.: 152759 NOTICE OF PUBLIC COMMENT ON DBE GOAL FOR 2026-2027-2028 CITY OF FARGO, NORTH DAKOTA – TRANSIT OFFICE

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2028 is .44%.

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F0410-2

RESOLUTION

Resolution to Approve and Submit the proposed Disadvantaged Business Enterprise (DBE) goals for 2026 - 2028 for City of Moorhead Transit

WHEREAS, City of Moorhead is required by the Federal Transit Administration (FTA), to update the goal for DBE participation every three years; and

WHEREAS, the proposed DBE goal of .44% for 2026 - 2028 has been established and will be submitted in draft form to the FTA for review;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, upon recommendation of the MATBUS Coordination Board, that they do hereby approve the City of Moorhead Transit-related proposed DBE goal of .44%, a copy of which was before the City Council in substantial form and is of record and on file in the Office of the City Clerk; and hereby authorizes submission of said document to the Federal Transit Administration.

| PASSED: June 9, 2025 by the City Council of | the City of Moorhead. |
|---|---------------------------|
| APPROVED BY: | ATTEST: |
| Michelle (Shelly) A Carlson Mayor | Christina Rust City Clerk |



June 9, 2025

SUBJECT:

Resolution to Approve Bid to Line 350 Feet of Sanitary Sewer Main beneath Center Avenue as part of the Moorhead Center Mall demolition

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to award a bid to CC Steel, LLC of Maple Plain, MN for lining approximately 350 feet of sanitary sewer main beneath Center Avenue as a part of the Moorhead Center Mall demolition.

BACKGROUND/KEY POINTS:

The proposed project is the method that is being chosen to provide the disconnection between the abandoned sanitary sewer service lines from the mall that are currently connected to the sanitary sewer main in Center Avenue This process is being chosen as an alternative to the usual method of digging up the pipe and making that disconnection. The liner inside the main in Center Avenue will block any flow from those old service lines. This will accomplish the required disconnection without having to dig into Center Avenue and patching new pavement.

FINANCIAL CONSIDERATIONS:

Two quotes were received on this project and the lowest one was from CC Steel, LLC at a cost of \$28,395.50. The cost of this work is eligible to be covered by the DEED grant funds that were received from the State for the demolition of the mall.

Voting Requirements: 2/3 of Council (6)

Submitted By:

Dan Mahli, City Manager Mike Rietz, Assistant City Manager

Attachments:

RESOLUTION

Resolution to Approve Bid to Line 350 Feet of Sanitary Sewer beneath Center Avenue as part of the Moorhead Center Mall demolition

WHEREAS, two quotes were received for the lining of sanitary sewer in Center Avenue and CC Steel, LLC of Maple Plain, MN was the low bidder at a price of \$28,395.50

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City County does hereby authorize the Mayor and City Manager to execute a contract with CC Steel, LLC for sanitary sewer lining work along Center Ave. in the amount of \$28,395.50.

| PASSED: June 9, 2025 by the City Council of th | e City of Moorhead. |
|--|----------------------------|
| APPROVED BY: | ATTEST: |
| Michelle (Shelly) A. Carlson, Mayor | Christina Rust. City Clerk |