



**CITY COUNCIL
MEETING AGENDA
FEBRUARY 10, 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. MoorHeart Recognition: Jonathan Rutter
 - B. 2024 Annual Development Report
6. Approve Minutes
 - A. January 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.
10. Economic Development
 - A. *Resolution to Approve Publication of the 2025 Notice of Land Availability
11. Engineering Department
 - A. *Resolution to Award Bid for Storm Lift Station No. 12 Improvements (Eng. No. 25-05-01)

- B. *Resolution to Award Bid for the Sanitary Lift Station No. 10 & 28 Improvements Project (Eng. No. 25-06-01)
 - C. *Resolution to Authorize Temporary Easement Agreements for the 34th Street (4th Ave S to 3rd Ave N) Rehabilitation Project (Eng. No. 23-02-01)
 - D. *Resolution to Receive Report, Order Plans & Specifications and Call for Public Hearing for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03)
 - E. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03)
12. Fire Department
- A. Resolution to Authorize Agreement with the Center for Public Safety Excellence to Pursue Accreditation of the Fire Department
13. Community Development Department
- A. *Resolution to Approve Agreement Relating to the 2024 Call for Art – Indigenous Sculpture
 - B. *Resolution to Make a Determination that an Environmental Impact Statement (EIS) is not required for the Moorhead Center Mall Redevelopment Project
 - C. *Resolution to Approve Vacation of Right of Way within the proposed Moorhead Downtown Addition
 - D. *First Reading of Ordinance 2025-01: An Ordinance to Amend and Reenact Moorhead City Code, Title 10, Chapter 15, Mixed Use Districts, Title 10, Chapter 13, Commercial Districts, Title 10, Chapter 22, Signs and Repeal Title 10, Chapter 13, Article B, RC: Regional Commercial.
 - E. *Resolution to Approve Amendments to the Final Plat for Moorhead Downtown Addition
14. Administration
- A. *Resolution to Approve New Liquor License to Courts & Pints, LLC (DBA Courtside)
15. Mayor and Council Reports
16. City Manager Reports
17. Executive Session
- A. Closed Executive Session pursuant to Minn. Stat. § 13D.05, Subd. 3(a) for the purpose of conducting the City Managers Annual Performance Evaluation*
*At the next regular City Council meeting, the Mayor, in accordance with Minn. Stat. § 13D.05, Subd. 3(a) will present a summary of the performance evaluation of the City Manager
18. New Business
19. Adjourn



City Council Communication

February 10, 2025

SUBJECT:

MoorHeart Recognition: Jonathan Rutter

RECOMMENDATION:

The Mayor and City Council are asked to recognize and honor Jonathan Rutter with the MoorHeart award.

BACKGROUND/KEY POINTS:

The MoorHeart award recognizes individuals and organizations that go above and beyond to demonstrate community within our City by their actions and service. A team of volunteers from City boards and commissions selects award recipients who are recognized at City Council meetings. The MoorHeart selection committee chose to recognize Jonathan Rutter for his leadership in preserving, promoting, and making the arts accessible to all in Moorhead.

Jonathan Rutter, Executive Director and Curator at The Rourke Art Gallery + Museum, is a true champion for the arts in Moorhead. Jonathan's efforts to continue the legacy of the Midwestern Art Invitational, now celebrating its 65th year, showcase his commitment to honoring artistic traditions. His dedication extends to the restoration of works, like the Cyrus Running mural. Jonathan's work goes far beyond the walls of The Rourke. From making the museum admission-free to collaborating on the Moorhead Sculpture Walk project, he has worked to make art visible throughout the city.

Tiffany Ross wrote in the nomination: As the Executive Director and Curator at The Rourke Art Gallery + Museum, Jonathan tirelessly ensures that the arts in Moorhead are celebrated and preserved. His leadership has been instrumental in continuing the legacy of the Midwestern Art Invitational, which has become one of the longest consecutively running invitationals in the country. This year marks the 65th anniversary of the Midwestern Art Invitational, showcasing Jonathan's commitment to celebrating both historical and contemporary art. One notable example of Jonathan's dedication is his involvement in the restoration of the mural created by Cyrus Running in 1966. This mural, which had suffered water damage and was stored away for over a decade, is now being meticulously restored under Jonathan's leadership. His efforts to preserve this significant piece of our local art history highlight his unwavering commitment to the arts and his appreciation for the work of those who came before him. Jonathan is not only a fantastic artist and educator himself, but also a builder of community. He actively collaborates with universities, marginalized groups, and youth, making sure that all perspectives are given space and representation in our community. He was instrumental in The Rourke going admission free so that everyone has an opportunity to engage with art in Moorhead. Under Jonathan's guidance, The Rourke Art Gallery + Museum has introduced innovative programs and exhibitions that engage the community showcasing his dedication to honoring the legacy of local artists while promoting new talent. Jonathan's efforts extend beyond the gallery walls. He is actively involved in the Moorhead Sculpture Walk project, collaborating with the city to enhance public art visibility and engagement. This initiative aims to connect various sculpture sites throughout Moorhead, encouraging residents and visitors to explore and appreciate public art.



City Council Communication

February 10, 2025

The City of Moorhead extends its heartfelt gratitude to Jonathan Rutter for his contributions to our community. His work to promote the arts, preserve our local history, and make creativity accessible to all embodies the true spirit of the MoorHeart Award. Thank you, Jonathan, for your dedication to enriching Moorhead and fostering a strong sense of community through the arts!

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

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

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Not Applicable

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Addison Carlsrud, Governmental Affairs Assistant

Attachments:

2024 ANNUAL DEVELOPMENT REPORT

City of Moorhead



CITYOFMOORHEAD.COM

CITY OF MOORHEAD COMPREHENSIVE PLAN

ONWARD MOORHEAD

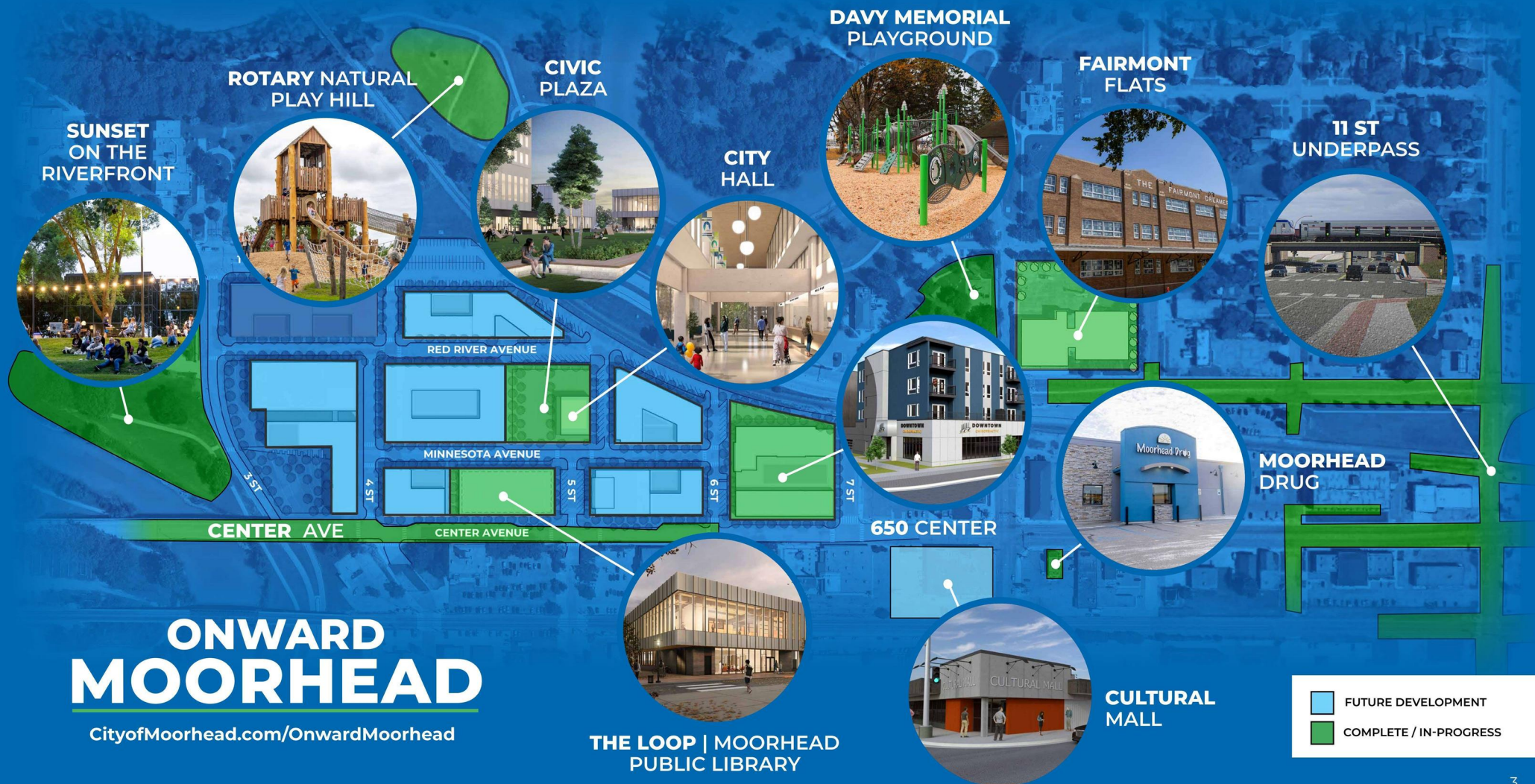
5 BIG IDEAS OF THE 5 YEAR PLAN

2022-2027

- ▶ Investing in **Downtown**
- ▶ Creating **Great Experiences** in Existing and New Places
- ▶ Connecting **Neighborhoods**
- ▶ Fostering **Sustainability**
- ▶ Supporting and Celebrating **Businesses**



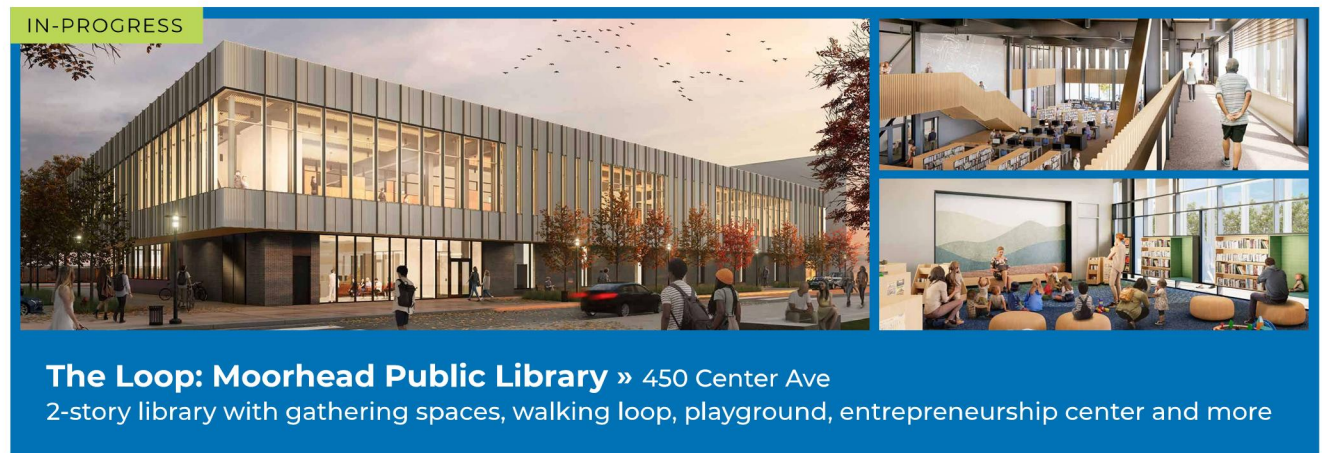
CityofMoorhead.com/OnwardMoorhead



ONWARD MOORHEAD

CityofMoorhead.com/OnwardMoorhead

ONWARD MOORHEAD | PROGRESS IN 2024



ONWARD MOORHEAD | PROGRESS IN 2024

COMPLETE



Rotary Natural Play Hill and Bike Park » 600 1 Ave N
New park established

IN-PROGRESS



Downtown Moorhead Public Plaza
Outdoor space for events and gatherings

IN-PROGRESS



City Hall Renovation » 475 Red River Ave
Modern facilities will optimize city services

COMPLETE



W.H. Davy-Memorial Park » 111 8 St N
New park facilities installed

COMPLETE (MORE EVENTS TO COME)

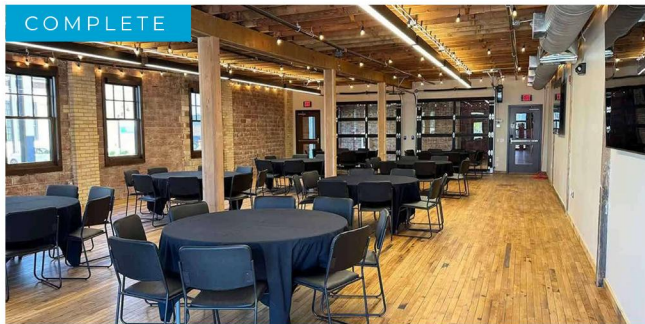
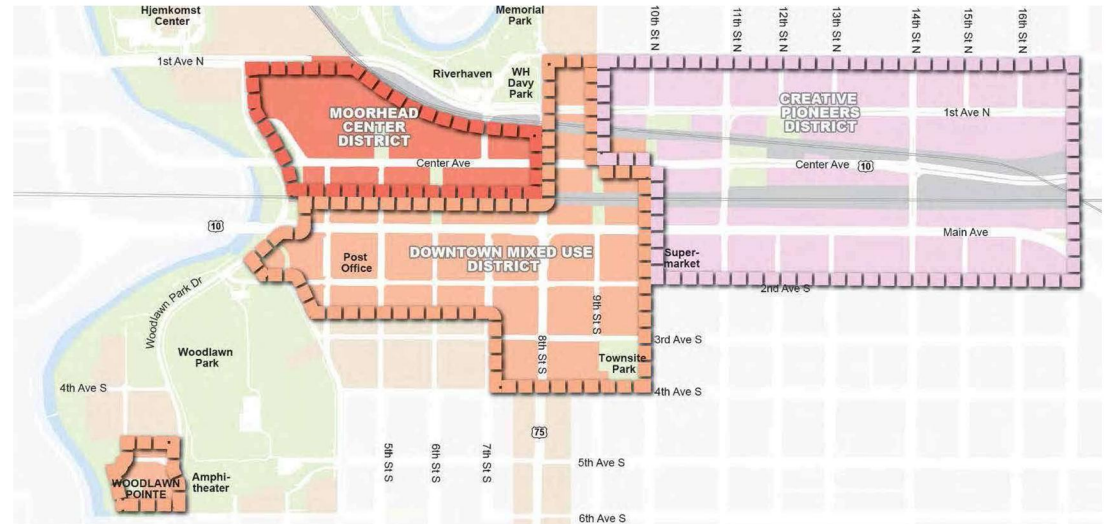


Sunset on the Riverfront
A river activation event/experience was held by Folkways with more to come!



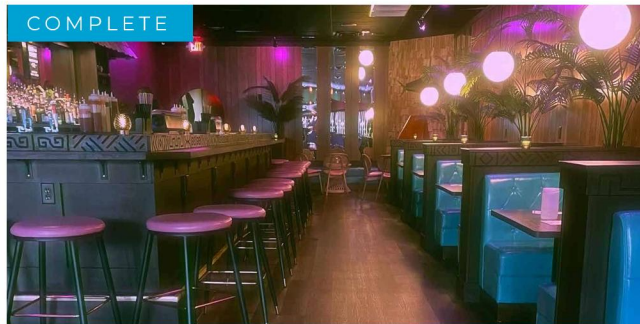
RENAISSANCE ZONE

Moorhead Renaissance Zone (RZ) encourages economic development and investment opportunities within the defined Moorhead RZ boundary by offering property tax exemptions for qualified projects that meet the minimum investment threshold and goals/objectives. In 2024, an incentive was approved for Sterling Development Mixed Use Building.



COMPLETE

Armory Annex » 824 Center Ave
Event space & outdoor plaza renovation



COMPLETE

Starbird Lounge » 817 Center Ave
Cocktail lounge renovation



COMPLETE

Moorhead Drug » 801 Center Ave
Pharmacy relocation and renovation

NEW IN 2024

The Onward Moorhead! Comprehensive Plan continues to guide and inform development and activation for Moorhead's growing community.

In 2024:



1,414 PERMITS

Highest number of permits issued – spurred by over 800 roofing permits!

Zoning / Code Amendments:

- Residential Zoning Districts
- Cannabis & Lower Potency Hemp Regulations
- Mixed Use Zoning Districts
- Accessory Structures / Uses
- Airport Aeronautical Zoning Overlay
- Backyard Chickens
- Residential Pools



MATBUS use increased by nearly 2% in Moorhead

3 transit shelters replaced
(previous shelters were 40+ years old)



\$58.75M

Highest new commercial construction valuation of record



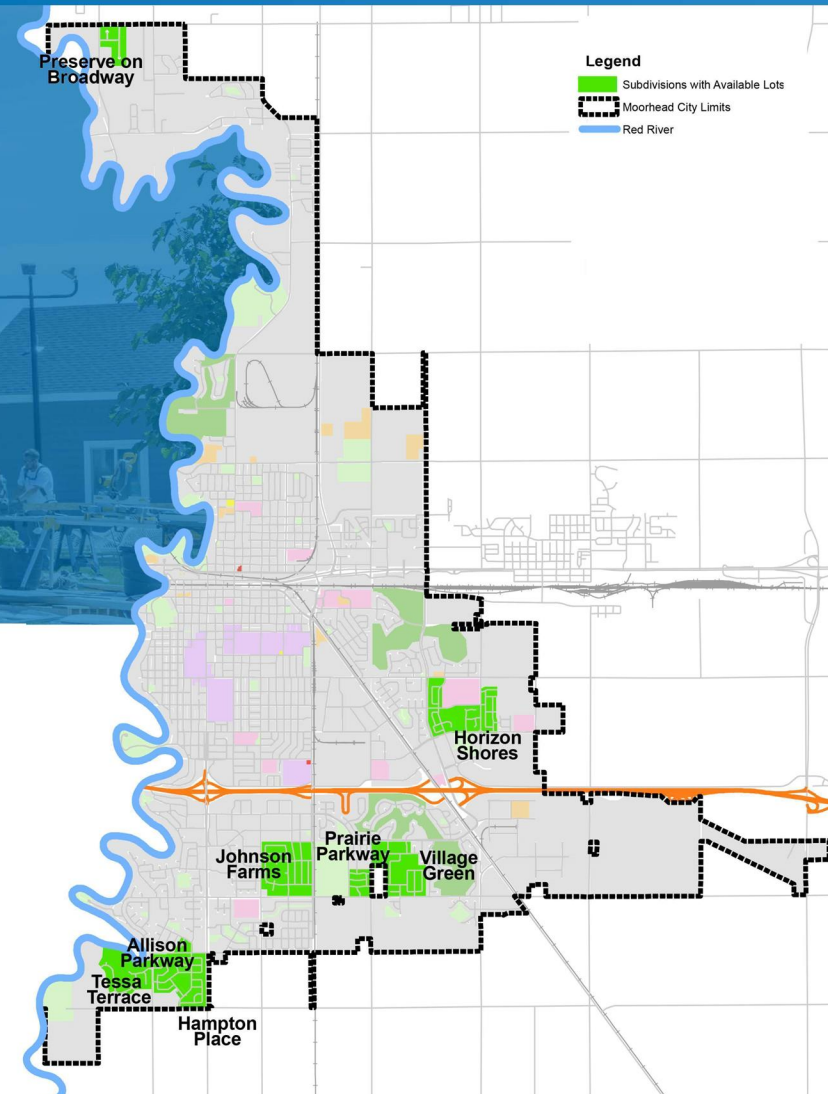
2024 NEIGHBORHOODS

218 fully serviced, buildable lots are available in various Moorhead subdivisions entering the 2025 construction season.

The 10-year average construction rate for single-family attached and detached homes is approximately 120 building permits per year. Based on this 10-year average and 2024 inventory, Moorhead has an approximate 2-year supply of fully serviced, buildable lots.

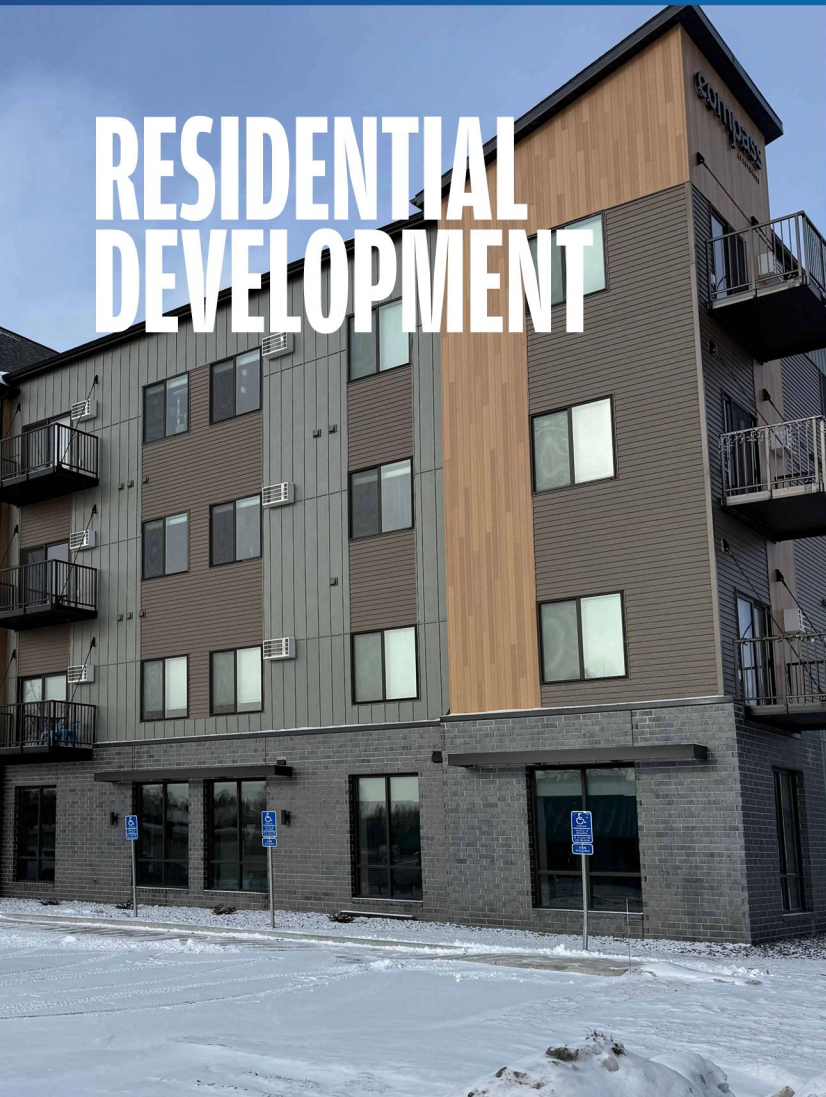


The City adopted the Onward Moorhead! Comprehensive Plan in 2022, which continues to guide growth and development for the next decade.



RESIDENTIAL

A look at housing development within Moorhead



RESIDENTIAL UNITS PERMITTED

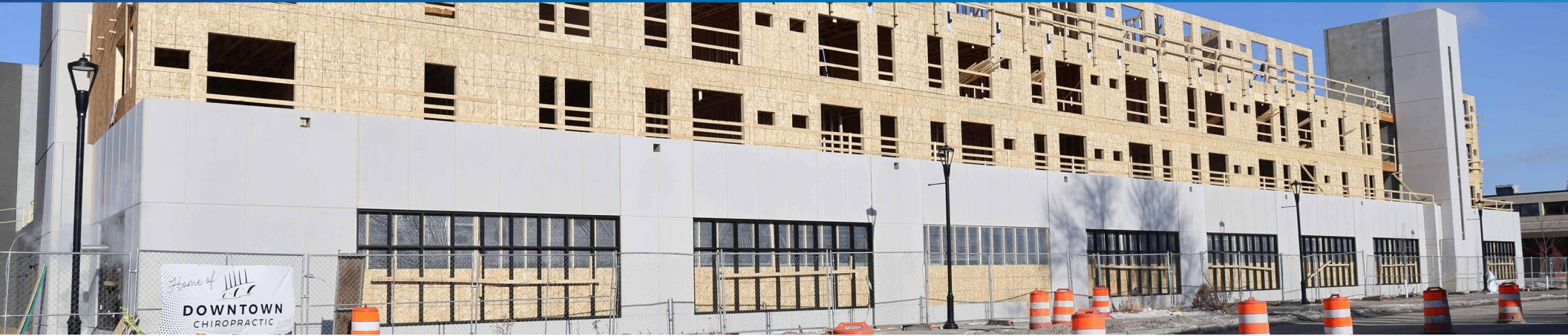
Multi-Family
Single-Family Attached/Detached



HOUSING MARKET

	2022		2023		2024	
	Closed Sales*	Median Sales Price	Closed Sales*	Median Sales Price	Closed Sales*	Median Sales Price
Fargo	1,594	\$275,525	1,270	\$280,108	1,373	\$305,500
Moorhead	671	\$240,000	484	\$260,000	578	\$270,500
West Fargo	668	\$318,250	589	\$325,000	570	\$340,000
Dilworth	69	\$231,000	54	\$227,500	42	\$278,450
TOTAL	3,002		2,397		2,563	

*Source: FM Area Association of Realtors – Data for 2024 gathered 1/13/2025 Closed Sales Represents Single Family, Twinhomes, Townhomes and Condos *Full Year 2024 Data (January 1 – December 31) Note: not all closed home sales may be represented as Realtors may input sales data at a later date



Thank you!
**2024 RESIDENTIAL
CONTRACTORS**

SINGLE-FAMILY

- Adams Development (4)
- Barrier Homes Inc (2)
- Brookstone Property (4)
- Dabbert Custom Homes (5)
- Dakota Development (1)
- Designer Homes FM (1)
- Diamond Rock Development (2)
- Heritage Homes (2)
- Hohenstein Homes LLC (2)
- Janich Homes & Remodel LLC (1)
- JMW Construction LLC (2)
- Jordahl Custom Homes (29)

- Mission Homes (4)
- New Creations Construction Inc (1)
- Red Leaf Custom Homes LLC (3)
- T & S Custom Homes Inc (1)
- Thomsen Homes LLC (5)
- Todd Nelson Construction (1)
- ZM Construction LLC (1)
- 210 Construction (3)

MULTI-FAMILY

- MBA Development Co:
Sterling Development Mixed Use
650 Center Ave (153 Units)

Permits Issued in 2024



SPECIALIZED HOUSING

COMPLETED

Micah's Mission (1901 1 Ave N)
Improvements for expansion of services

Sanders Flats (1610 7 St S)
46 units with 55+ assisted living

UNDERWAY

Silver Lining Apartments (3350 3 Ave N)
36 units with 55+ permanent supportive housing services –
anticipated completion in 2025

Riverview Heights Apartments (800 2 Ave N)
Improvements to plumbing system for existing 14-story building

Bennett Park Cooperative (1700 3 Ave S)
Improvements to sanitary sewer, watermain and private streets
within park



SINGLE-FAMILY INCENTIVES



MAKE MOORHEAD HOME **Property Tax Rebates**

All newly constructed homes qualify for a 2-year property tax rebate upon completion (without an application process and no limit on home value). In 2024, 186 homeowners received the tax incentive, and the program was renewed through 2026 to continue supporting homebuyers choosing Moorhead.

AFFORDABLE MORTGAGES & **Downpayment Assistance**

Programs are available for income-eligible buyers in partnership with Minnesota Housing. 62 Clay County homebuyers participated in these loan programs in 2024, representing more than \$10.5M in financing assistance.

HOME PROGRAM FOR **First & New Homebuyers**

This citywide incentive is a loan that defers \$5,000 at 0% interest toward special assessments for first-time homebuyers buying newly constructed homes.

GATE CITY BANK'S **Neighborhood Impact Program**

This home improvement program is a partnership between Gate City Bank and the City, designed to keep mature neighborhoods strong and help local homeowners reinvest in their homes with low-interest loans. In 2024, 21 homeowners improved their homes through this loan partnership.

MULTI-FAMILY INCENTIVES



Residential Development

Multi-Family Residential Development projects with four units or more may be eligible for a property tax exemption for new construction, expansion or rehabilitation of existing facilities, excluding land and existing improvements. No multi-family incentives were approved in 2024. In the past, Silver Linings Apartments, Block 37 Flats, and 12th & Main Apartments were approved for this incentive.

Housing with Health-Related Services

Property tax exemption and employee credits may be available for multi-family projects that meet criteria for health-related and supportive services facilities licensed by the state of Minnesota. No incentives were approved in 2024. In the past, Farmstead Care, Arbor Park Living Center, Lilac Homes, and Beehive Homes received this incentive.

COMMERCIAL AND INDUSTRIAL

A look at commercial and industrial
development within Moorhead

COMMERCIAL DEVELOPMENT



PROJECTS UNDER CONSTRUCTION OR COMPLETED IN 2024

Access of the Red River Valley
925 37 Ave S

Agassiz Shop Condos
1307, 1319, 1325, & 1331 Main Ave SE*

Apex Fitness
2525 Hwy 10 E

Armory Annex
824 Center Ave

Waabigwan Mashkiki
2902 Hwy 10 E

Chipotle
3262 Hwy 10 E

Courts and Pints
2605 8 St S*

Diamond Rock Self-Storage
2724 12 Ave S

Dollar Clinic Addition
1002 1 Ave N

Enz Gym
2732 22 Ave S

First Community Credit Union
2602 34 St S

Holiday Station Stores Diesel Expansion
3475 28 Ave S

Home Authority Annex Office/Warehouse
1821 2 Ave N

Lakes & Prairies Community Action Accessibility Improvements
891 Belsly Blvd

Les Schwab Tire Center
3145 27 Ave S

Moorhead Drug
801 Center Ave

Moorhead Vision Associates
855 37 Ave S*

Nurtured Nest Daycare
1500 11 St N

Odin 2nd Ave Shop Condos
2410, 2416 & 2908 2 Ave N*

O'Reilly Auto Parts
824 30 Ave S

Red River Triumph
2951 11 St S

Starbird Lounge
817 Center Ave

Starbucks
805 37 Ave S

State Farm Expansion
600 8 St S

Sterling Dev. Mixed Use
650 Center Ave

Thor Business Condos
1607 & 1619 29 Ave S*

Women's Care Center
220 Hwy 75 N

*Project received a property tax incentive

INDUSTRIAL DEVELOPMENT

PROJECTS UNDER CONSTRUCTION OR COMPLETED IN 2024

**American Crystal Sugar
Addition**
2500 11 St

BNSF Engineering Facility
3 21 St S

Hedgemaster's Shop
1609 23 St S*

Lagerquist Shop Addition
4101 32 Ave S*

Lemke Warehouse
2224 26 St S

Minko Construction Inc
4111 34 Ave S*

**Rural Electric Supply
Cooperative Addition**
4100 30 Ave S

Spaulding Stone Expansion
2534 20 Ave S*

Sprenger Midwest Warehouse
4141 30 Ave S

**Valley Green & Associates
Addition**
4117 32 Ave S*

*Project received a property tax incentive





MCCARA BUSINESS PARK EXPANSION

The MCCARA Industrial Park has been expanded to include 21 additional Light Industrial lots plus an area for future rail expansion within a 57-acre development area to the east of the existing MCCARA industrial park. **Check out the inventory of buildable certified shovel ready lots available today!**

The expansion would not have been possible without a **\$2M grant** from the **State of Minnesota's Business Development Public Infrastructure (BDPI) Grant Program**, which is available to cities in Greater Minnesota. The grant provides up to 50% of the capital costs for public infrastructure (i.e., utility extensions, stormwater, and streets) necessary to expand or retain jobs, increase tax base or expand and create new economic development.



PROPERTY TAX EXEMPTIONS

The Commercial-Industrial Property Tax Exemption Program encourages economic development and investment opportunities for new or expanding businesses located in areas outside of the Moorhead Renaissance Zone. Construction that increases the assessed building value by \$250,000 to \$1,249,999 and meets minimum job goals may qualify for a 3-year property tax exemption. Projects adding more than \$1.25 M in new building value may qualify for a 5-year property tax exemption.



INSTITUTIONAL

A look at institutional development
within the Moorhead



EDUCATION

Concordia College

Hvidsten Hall of Music and Practice Auditorium Remodel

Minnesota State University

Moorhead Christianson Alumni Center

Moorhead Community Center and Library

Construction underway with opening planned in 2026

Moorhead Public Schools

MHSCA Sports Medicine Lab Fit Up

Solar PV Arrays installed at the following:

- 4400 24 Ave S – Dorothy Dodds Elementary
- 2400 4 Ave S – Moorhead High
- 2800 27 Ave S – Moorhead High School Career Academy
- 1201 40 Ave S – SG Reinertsen Elementary

Park Christian School

Phase III adding four new classrooms

St. Joseph's School

Storage and restroom renovation/remodel and a new detached garage





PUBLIC SECTOR

Clay County Department of Motor Vehicles
3300 15 Ave N

Clay County Substance Use Crisis Center
3304 15 Ave N

Clay County Warehouse
2951 41 ½ St S

Fire Station Addition
111 12 St N

Moorhead Public Service Renovation
2901 Frontage Rd S

Neighborhood Recreation Center Reconstruction
2601 Village Green Blvd

Parks and Recreation - Golf Cart Storage
3423 Village Green Blvd

State of MN National Guard Armory Renovation
1002 15 Ave N



FAITH

Ignite Church Renovation
925 30 Ave S

Trinity Lutheran Church Renovation
213 8 St S



STRATEGIC PRIORITIES

A review of Moorhead's strategic priorities

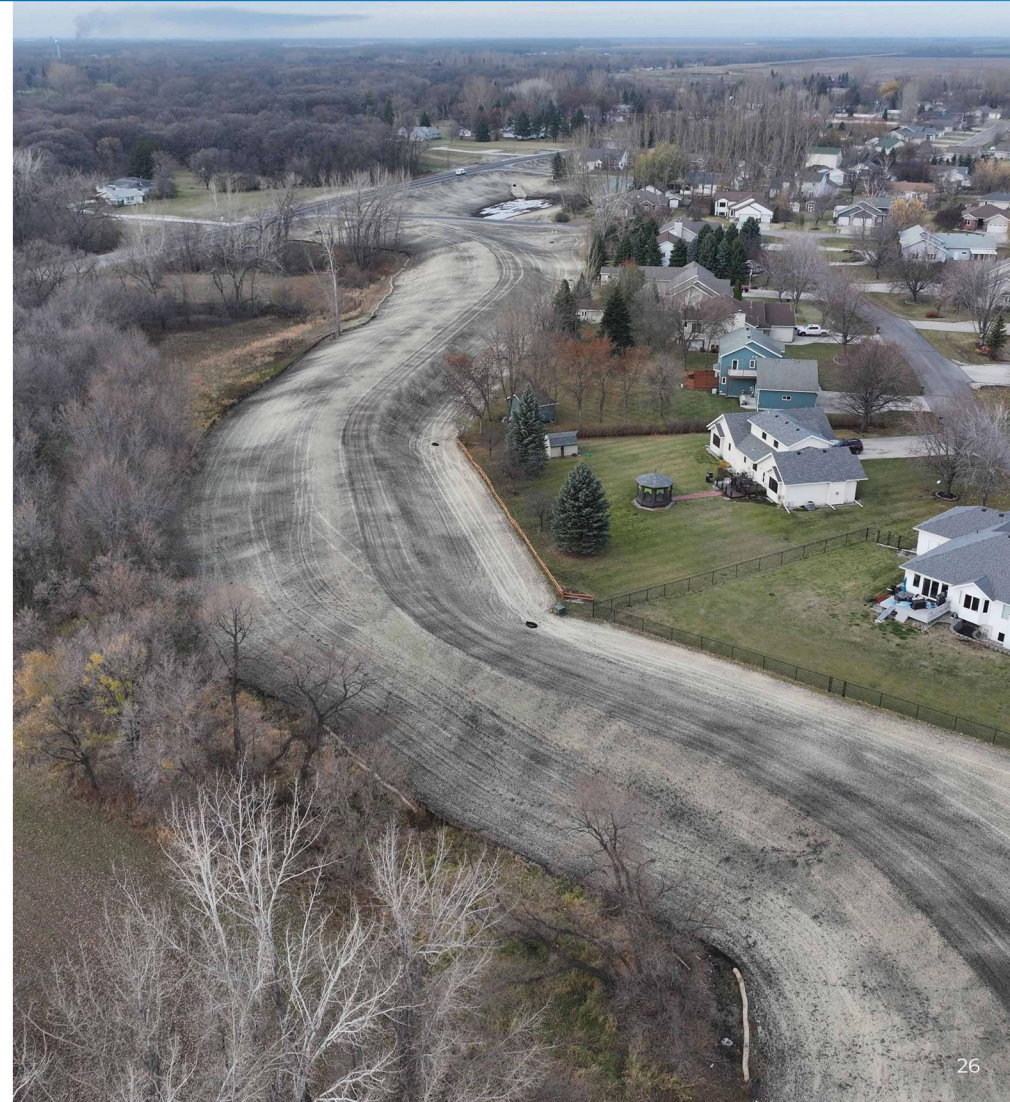


ECONOMY | BORDER CITY

2024 LEGISLATIVE OUTCOMES

The 2024 Minnesota Legislature did not pass tax or capital investment bills in 2024. Moorhead's legislative requests will be carried over to 2025 and include:

- Funding to complete Moorhead's in-town flood mitigation
- An extended construction period for the Downtown Moorhead Development TIF District
- Support of funding to complete the Minnesota portions of the FM Diversion
- Construct the Heartland Trail
- Establish a Moorhead Cultural Mall





INFRASTRUCTURE

11 St Underpass

This project broke ground in the spring of 2024 to improve safety and congestion for vehicles, bicycles, pedestrians and emergency services. Stormwater improvements needed for the project have been installed along 1 Ave N.

North Moorhead Flood Mitigation

Significant progress was made on this important project in 2024 with completion projected for 2025.





Photo Credit: Denise Quick



Photo Credit: Denise Quick

SUSTAINABILITY AND RESILIENCE

Minnesota GreenStep City: Moorhead maintains highest achievement level in Minnesota's GreenStep Cities, Step 5. This program helps cities pursue sustainability and quality of life goals.

Mayors' Monarch Pledge: Moorhead pledges to partake in actions that commit to creating a healthy, sustainable habitat for the monarch butterfly and pollinators while educating residents about how they can make a difference at home and in their community. Actions in 2024 included a public communications effort to encourage residents to plant monarch gardens, development of a natural lawn handout, application (and award) of a MPCA Climate Action grant to convert 10 acres of turf grass to a pollinator landscape (will be planted in 2025) and community garden grants.

Backyard Chickens: Ordinance updates were approved relating to backyard chicken keeping best practices and feedback from residents.

LED Streetlight Conversion in Commercial Corridors: 115 streetlights were converted through the MN Carbon Reduction Program and 183 streetlights were converted through a US Department of Energy program.

Community Garden Grants: Three \$500 community garden grants were awarded to MN State University-Moorhead, PRAIRIE and Grateful Community Garden. These funds helped with operations and supplies. Organizations also hosted community cook-outs and events. Food was dispersed to garden participants and donated to organizations/individuals in need. More than 1,000 lbs of food was produced.

PLANS AND STUDIES

PLANS AND STUDIES

Alternative Urban Areawide
Review Studies for the North,
East and South Growth Areas



FM Metro Electric Vehicle
Readiness Study



MATBUS Transit
Development Plan



2050 Metro Transportation
Plan



20 St/I-94
Interchange Study



Heartland Trail Study



Safe Routes to
School Study



FM Region Comprehensive
Safety Action Plan



COMPLETED

IN-PROGRESS

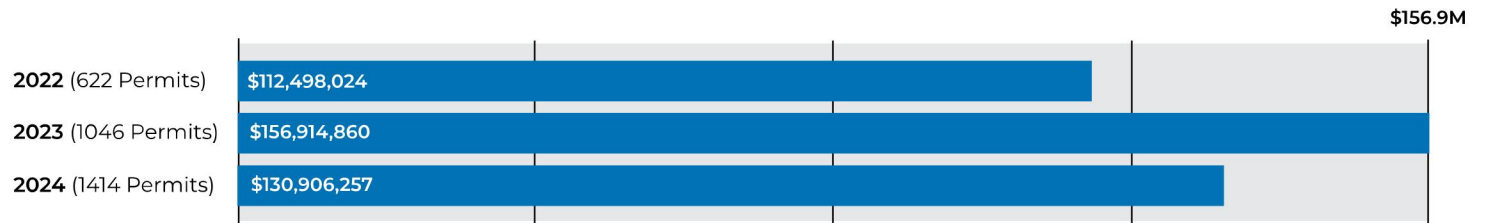
PERMITS AND INVESTMENT

1,414 PERMITS
Highest number of permits issued –
spurred by over 800 roofing permits!

\$58.75M
Highest new commercial
construction valuation of record

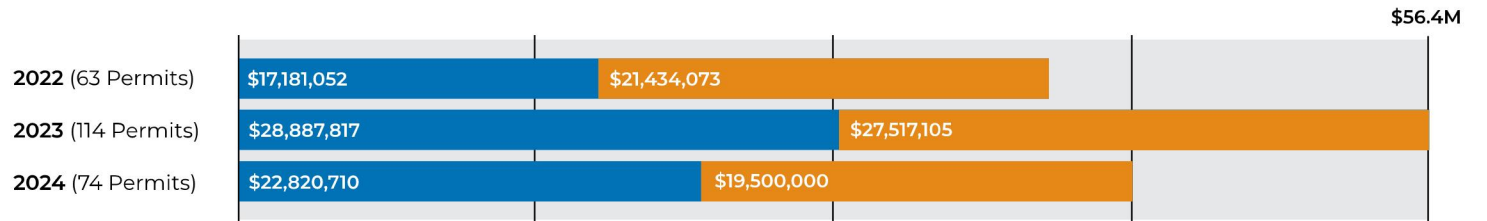
ANNUAL BUILDING INVESTMENT

■ Valuation



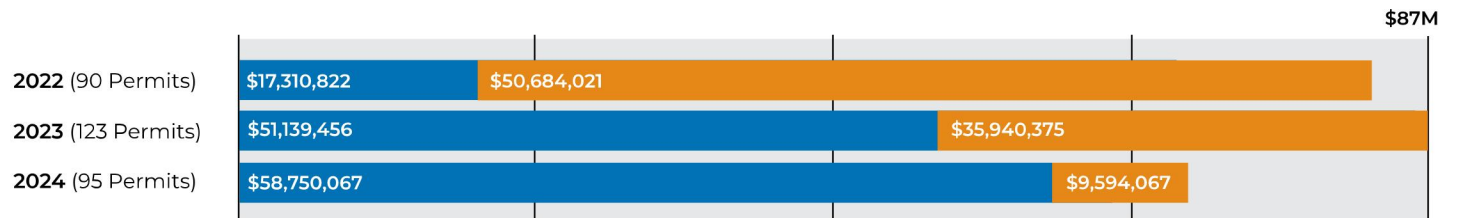
RESIDENTIAL PERMIT VALUES

■ Single-family (attached/detached)
■ Multi-family



COMMERCIAL PERMIT VALUES

■ Commercial New Construction
■ Commercial Remodel



ART, CULTURE, & PLACEMAKING



CREATING EXPERIENCES

Art installations, cultural expressions and placemaking efforts can transform locations into fun and inviting community gathering places and experiences. Current community events include Greater Moorhead Days, Frostival, RiverArts, Farmers Market, Juneteenth, Pride, Indigenous Peoples Day, Pangea, and Moorhead Human Rights Awards.

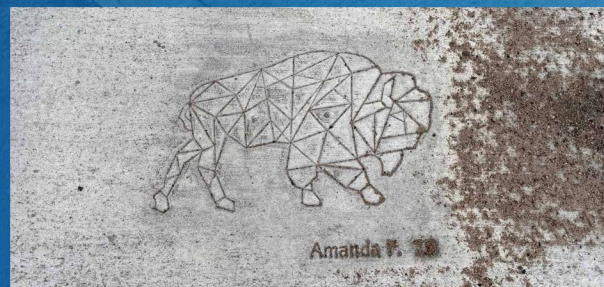
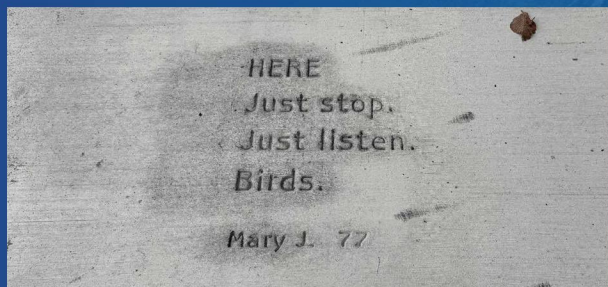


NEW IN 2024

ARTS AND CULTURE COMMISSION

1 AVE SIDEWALK STAMPS

Nine art and poetry stamps installed on the sidewalk along 1 Ave N from 8 St N to 9 St N as part of the reconstruction surrounding the 11 St Underpass project.



NEW IN 2024

DISCOVER OUTDOORS

ENCHANTED RIVER WALK & WINTER ART WALK

From January 12 to February 24, a half mile of Midtown Trail was lit by a mix of solar and electrical lights illuminating the riverfront with temporary art installations for visitors to enjoy. Moorhead Mural, house village, trees, and Gaga Ball created placemaking nodes along the path for people to gather and interact along with the Candle Light Trail, Snow Sculptures and giant tubing hill at Viking Ship Park.

On February 24, businesses along 4 St S opened their doors to host a Winter Art Walk with pop-up art galleries, cozy fire pits and refreshments to meet local artists and entrepreneurs.



NEW IN 2024

MOORHEAD PARKS AND RECREATION

RIVERARTS AT THE FARMER'S MARKET

RiverArts joined the Farmer's Market – combining local vendors and businesses with live music, cultural performances, art activities and more to create a community gathering like no other. The addition of the “Welcome to Moorhead” selfie station, foam building blocks, and coloring mural elevated the experience. Expansion efforts created a space where people wanted to be!



NEW IN 2024

FOLKWAYS

SUNSET ON THE RIVERFRONT

On August 8, Folkways hosted a free community event located along the riverfront at American Crystal Sugar Company. People gathered to enjoy live music, costumed performers, an artist market, and food and drink vendors.



Photo Credit: Folkways and Studio Freshly

Photo Credit: Folkways and Studio Freshly

COMMUNITY AMENITIES

NEW IN 2024

FM ROTARY FOUNDATION / MOORHEAD PARKS AND RECREATION

ROTARY NATURAL PLAY HILL & BIKE PARK

The June 2024 ribbon cutting opened the 1.26-acre Play Hill to a crowd of excited kids. The project was spearheaded by the five Fargo-Moorhead area Rotary Clubs and FM Rotary Foundation, raising over \$1.1 million through the generous support of 300+ donors, including major donors: Fargo-Moorhead Convention and Visitors Bureau, FM Area Foundation, Scheels Foundation, Sanford Health Foundation, and Ray and Kathy Kvalvog in memory of their sons, Zach and Connor Kvalvog.



NEW IN 2024

MOORHEAD PARKS AND RECREATION

DISCOVERY WALK ON THE RED RIVER CORRIDOR TRAIL

17 interpretive signs were installed detailing ecological and historical information developed in partnership with RiverKeepers, Historical and Cultural Society of Clay County, and local artists Dennis Krull and Anna Kahn. Grant funding provided by the HDR Foundation.



NEW IN 2024

MOORHEAD PARKS AND RECREATION

INCLUSIVE PLAYGROUND AT SOUTHSIDE REGIONAL PARK

The Inclusive Playground was completed this fall with the installation of a rubberized surface and playground equipment where people of all abilities can play. Fundraising continues to install a perimeter fence around the playground.

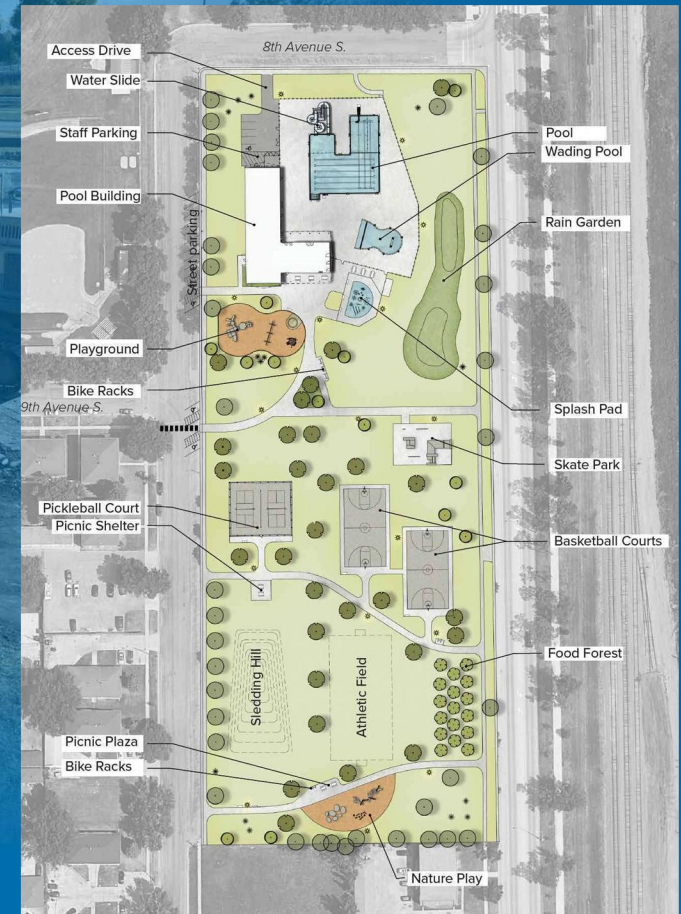


ON THE HORIZON

MOORHEAD PARKS AND RECREATION

REIMAGINE ROMKEY PARK

Work began on an \$11.4 million reimagining of Romkey Park. The renovation includes a new building, swimming pool, wading pool, splash pad, skate park, playgrounds, pickleball courts, and more. The grand opening is planned for 2026.



ON THE HORIZON

CITY OF MOORHEAD / LAKE AGASSIZ REGIONAL LIBRARY

THE LOOP | MOORHEAD PUBLIC LIBRARY

Construction began on The Loop—a \$41.5 million public facility in the heart of Moorhead – home to the Moorhead Public Library, which includes a walking loop, indoor playground, center for entrepreneurship, and more. The grand opening is planned for 2026.

[Learn more at yes56560.com](https://www.yes56560.com)



Donate to the Moorhead COMMUNITY FUND

at FM Area Foundation

Opportunities to sponsor youth scholarships, community projects and amenities include:

The Loop | Moorhead Public Library

Matson Field

Reimagine Romkey

Youth Scholarship Fund

Dog Park Amenities

River Corridor and Trails

Public Art













To view all projects and contribute, visit cityofmoorhead.com/communityfund

2025 FORECAST

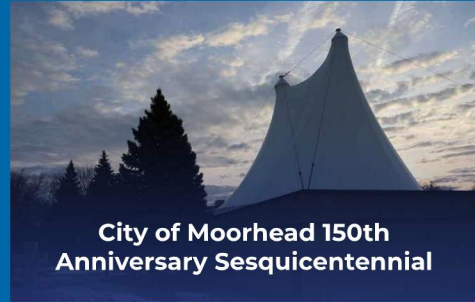


LEGISLATIVE PRIORITIES

	Capital Investment Flood Mitigation		Sustainable Aviation Fuel Facility Legislative Needs
	Border Cities Business Competitiveness		Recreational Amenities
	Downtown Center Moorhead Revitalization		Partnerships, including: <ul style="list-style-type: none">• Moorhead Cultural Mall• Heartland Trail• Jasmin Childcare• Residential Psychiatric Treatment Center• FM Diversion• Passenger Rail Service• Moorhead High School Career Academy
	Tax Increment Finance District Timing Extension		
	Sales Tax Exemptions for City Hall Renovation		
	Transit Funding Apportionment		
	Public Safety Workforce and Partnerships		

ON THE HORIZON

EVENTS AND PROJECTS



2024 ANNUAL DEVELOPMENT REPORT

City of Moorhead



CITYOFMOORHEAD.COM



**CITY COUNCIL
MEETING MINUTES
JANUARY 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
Mayor: Shelly Carlson

Absent: Council Member: Chuck Hendrickson

2. Pledge of Allegiance

3. Agenda Amendments

Item 15A was moved to the February 10 Moorhead City Council meeting agenda.

4. Consent Agenda

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

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Hendrickson

5. Recognitions - Presentations

A. McKnight Foundation Heart of Community Award Honorees: Yoke-Sim Gunaratne & Eman Yassin

Governmental Affairs Director Lisa Bode recognized Yoke-Sim Gunaratne and Eman Yassin who were awarded the 2024 Virginia McKnight Binger Heart of Community honor. The Heart of Community Award celebrates every day champions whose compassion and contributions serve as the heartbeat of community, inspire others, and create caring and connected places. Two of the seven Heart of Community Awards given across the State of Minnesota are residents of Moorhead.

B. Employee Milestone Service Recognitions

Mayor Carlson recognized employees that have been with the City of Moorhead for over 25 years. Mayor Carlson thanked each person for their dedication and positive public service impact in Moorhead.

Dr. Robert Zimmerman – Director of Engineering, 35 years
Thomas Sopp – Assistant Stormwater Superintendent, 35 years
Darsey Thoen – Biosolids Program Manager, 30 years
Michael Schroeder – Park Maintenance Manager, 30 years
Shannon Monroe – Chief of Police, 30 years
Robert Matheson – Police Sergeant, 25 years

Not in attendance:

Jeff Wallin – Fire Chief, 30 years
Neil Penner – Park Maintenance, 35 years
Jeff Larson – Police Department, 25 years
Eric Berg – Fire Captain, 25 years
Jason Dewar – Firefighter, 25 years

6. Approve Minutes

A. January 13, 2025 Meeting Minutes

Motion to Approve January 13, 2025 Meeting Minutes made by Lisa Borgen and seconded by Sebastian McDougall

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Hendrickson

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

Moorhead resident addressed the council regarding the homeless population in Moorhead.

8. *Mayor and Council Appointments

A. *Resolution for Appointments to Boards and Committees

9. Public Hearings (5:45 pm)

10. Engineering Department

A. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Country Heritage Area Street Improvements (Eng. No. 24-A2-03)

B. *Resolution to Approve Limited Use Permit (LUP#1401-0020) for Shared-Use Path and Aesthetic Amenities within Trunk Highway Right-of-Way (Eng. No. 14-02-03)

- C. *Resolution to Award Bid for the 2025 Wastewater Treatment Facility Roof Replacement Project (Eng. No. 25-06-03)
 - D. *Resolution to Receive Report, Order Plans & Specifications, and Call for a Public Hearing for 9th Ave S, 10th Ave S and 16th St S Area Street Improvements (Eng. No. 25-A2-01)
 - E. *Resolution to Receive Report, Order Plans & Specifications, and Call for a Public Hearing for 14th Ave S, 13th St S, and 18th St S Underground Utility and Street Improvements (Eng. No. 25-A2-02)
 - F. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 14th Ave S, 13th St S, and 18th St S Underground Utility and Street Improvements (Eng. No. 25-A2-02)
11. Police Department
- A. *Resolution to Authorize Budget Adjustment #25-003 to Transfer of Funds to Support the Purchase of a D.A.R.E. Vehicle
12. Administration
- A. Resolution to Approve Appointment of Recreation Director

City Manager Mahli recommended to the City Council that it appoint Sean Brandenburg to the position of Recreation Director in Moorhead.

Motion to Approve Resolution to Approve Appointment of Recreation Director made by Ryan Nelson and seconded by Heather Nesemeier
Motion Passed
For: 7; Nelson, Mattson, Nesemeier, Moore, White, Borgen, McDougall
Against: 0;
Abstain/Recuse: 0;
Absent: 1; Hendrickson
 - B. *Resolution to Approve Trollwood Performing Arts School 2025 Operating Budget & Annual Report
 - C. *Resolution to Approve and Submit the 2025 Disadvantaged Business Enterprise (DBE) Program to the Federal Transit Administration
 - D. *Resolution to Authorize Agreement with the City of Fargo for the exchange of Federal Transit Administration (FTA) Section 5307 funds for FTA Section 5310 and 5339 funds
 - E. *Resolution to Authorize Agreement with the City of Fargo for the lease of Moorhead owned Fixed Route Buses

13. Mayor and Council Reports

Council member White shared information on the upcoming Clay County Intergovernmental Retreat on January 31. Council member White stated Clay County received a grant for Sharps disposal bins and funding for the Naloxone education program. Council member White extended appreciation to Moorhead Police Lieutenant Mike Detloff for his work on the overdose mapping project.

Council member Nesemeier shared appreciation to City of Moorhead staff for their years of service. Council member Nesemeier stated Frostival's Fun at the Frozen Fortress activities begin February 1 at Viking Ship Park. She also provided details on the Global Market and Land to Table event at the Hjemkomst Center on February 11.

Council Member Borgen stated the Moorhead Public Service Commission is conducting a water rate study one year earlier than planned. Council member Borgen also attended the Moorhead Clay County Joint Powers Authority and FM Diversion Authority meetings.

Mayor Carlson attended MnDOT's Highway 10/75 Corridor Study open house. She encourages everyone to visit MnDOT's website for information, along with updates about the 11 Street Underpass project. Mayor Carlson, City Manager Mahli, and Governmental Affairs Director Bode met with House Representative Heather Keeler to discuss legislative issues, emphasizing flood mitigation as Moorhead's top priority. Mayor Carlson spoke at the Immigrant Development Center's capital campaign kick-off for the Cultural Mall in Moorhead. She also attended a number of committee meetings for the FM Diversion project.

14. City Manager Reports

15. Executive Session

- A. Closed Executive Session pursuant to Minn. Stat. § 13D.05, Subd. 3(a) for the purpose of conducting the City Managers Annual Performance Evaluation*

*At the next regular City Council meeting, the Mayor, in accordance with Minn. Stat. § 13D.05, Subd. 3(a) will present a summary of the performance evaluation of the City Manager

16. New Business

17. Adjourn

Meeting adjourned at 6:18pm.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

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



City Council Communication

February 10, 2025

SUBJECT:

Resolution to Approve Publication of the 2025 Notice of Land Availability

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to publish the 2025 Notice of Land Availability in the City's official newspaper, The Extra

BACKGROUND/KEY POINTS:

According to the City Charter, Chapter 13, Section 13.05, "The city shall advertise all real property available for disposal at least once per year. If a property has not been advertised for sale within the prior twelve months, the city may not dispose of the property without first publishing an advertisement for sale of that property once in the official newspaper of the city at least 14 days prior to its disposal. If real property has been used for municipal purposes, the city may not dispose of that property without first holding a public hearing on the following once published notice of the hearing at least ten days prior to the disposal. In all cases the disposal of the real property must be approved by a resolution passed by City Council."

The Notice of Land Availability for this year includes parcels in locations throughout the city identified below and shown on the attached General Location Maps:

North Moorhead:

2200 8 Ave N – Commercial property on Hwy 75

South Moorhead:

1003 19 St S – Residential property near Romkey Park (CDBG)

601 and 701 50 Ave SW – Property near Bluestem Center for the Arts

MCCARA Industrial Park:

The lots available for sale have been serviced with city utilities, ready for development, and not currently under contract.

Publication of this Notice of Land Availability fulfills the annual advertisement requirement per City Charter. A request of an executive session of the City Council will be scheduled upon request of the prospective buyer or at the discretion of the City Manager

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Amy Thorpe, Economic Development Program Administrator



City Council Communication

February 10, 2025

Attachments: Notice of Land Availability
General Location Maps (4)
Draft Resolution

NOTICE OF LAND AVAILABILITY

Notice is hereby given that the City Council of the City of Moorhead, Minnesota, may be interested in the sale of certain real property which is serviced with City utilities and ready for development. Guided by the City's Land Sale Policy adopted on January 13, 2014, various requirements and/or restrictions may apply to a particular property depending upon the funding source used for the original acquisition, zoning and land use regulations, covenants, or the City's guiding principles for the sale of land. The City retains the right to issue Requests for Proposals (RFP) for any City property. Offers may be considered at any time until the lots are sold.

North Moorhead

2200 8th Ave N – 58.214.0010 – Lot 1, Block 1, Eighth Avenue Addition

South Moorhead

2000 1st Ave S – 58.721.0310 – Lot 7 Block 22 Schreibers Addition

1998 1st Ave S – 58.721.0320 - Lot 9 Block 22 Schreibers Addition

1003 19 St S – 58.689.0820 - N50' OF LOT 22 & S25' OF LOT 23 BLK 10 ROMKEY PARK ADD Lot 022 Block 010

701 50 Ave SW – 58.900.2859 – PT NW1/4 BEG AT NE COR NW1/4, S2634.32', W2410.01', N688.22' E56.29', NE209.86', NE359.30', E461.41', NE1509.08', N297.41' NE255.78', NW250.17' & E210.46 TO BEG LESS N 75' OF PARCEL Section 31 Township 139 Range 048

601 50 Ave SW – 58.900.2860 – PT NW1/4 BEG 52.43' E OF NE COR OF NW1/4; E1055.39', SE 250.17', SW255.78', S297.41', SW'LY 1339.03' & N1630.33' TO BEG LESS N 75' OF PARCEL Section 31 Township 139 Range 048

MCCARA Industrial Park

4110 32 Ave S - 58.417.0160 - MCCARA 1ST ADD, LOT 7 BLOCK 3

4102 32 Ave S - 58.417.0170 - MCCARA 1ST ADD, LOT 8 BLOCK 3

4121 34 Ave S – 58.420.0045 – LOT 1, BLK 2 MCCARAS 3RD ADDN LESS PT LOT BLK 2 MCCARA 3RD ADDN BEG W'LY COR LOT 1; NE'LY 336.78', E195.96', S790.58' AND NW 868.04' TO POB

4201 34 Ave S - 58.420.0050 - MCCARA 3RD ADD, LOT 2 BLOCK 2

4350 34 Ave S – 58.424.0060 – MCCARA 5TH ADD, LOT 6 BLOCK 1

4408 34 Ave S – 58.424.0050 – MCCARA 5TH ADD, LOT 5 BLOCK 1

4510 34 Ave S – 58.424.0040 – MCCARA 5TH ADD, LOT 4 BLOCK 1

4309 34 Ave S – 58.424.0080 – MCCARA 5TH ADD, LOT 1 BLOCK 1

4355 34 Ave S – 58.424.0090 – MCCARA 5TH ADD, LOT 2 BLOCK 1

4411 34 Ave S – 58.424.0100 – MCCARA 5TH ADD, LOT 3 BLOCK 1

4513 34 Ave S – 58.424.0110 – MCCARA 5TH ADD, LOT 4 BLOCK 1

3410 46 St S – 58.424.0160 – MCCARA 5TH ADD, LOT 1 BLOCK 3

Interested persons are encouraged to contact, Economic Development (economicdevelopment@moorheadmn.gov), 500 Center Avenue, Box 779, Moorhead, MN 56561, (218) 299-5441. Published February 20, 2025.



GENERAL LOCATION MAP

NORTH MOORHEAD
58.689.0820 - 2200 8 Ave N - 3.13 acres





GENERAL LOCATION MAP

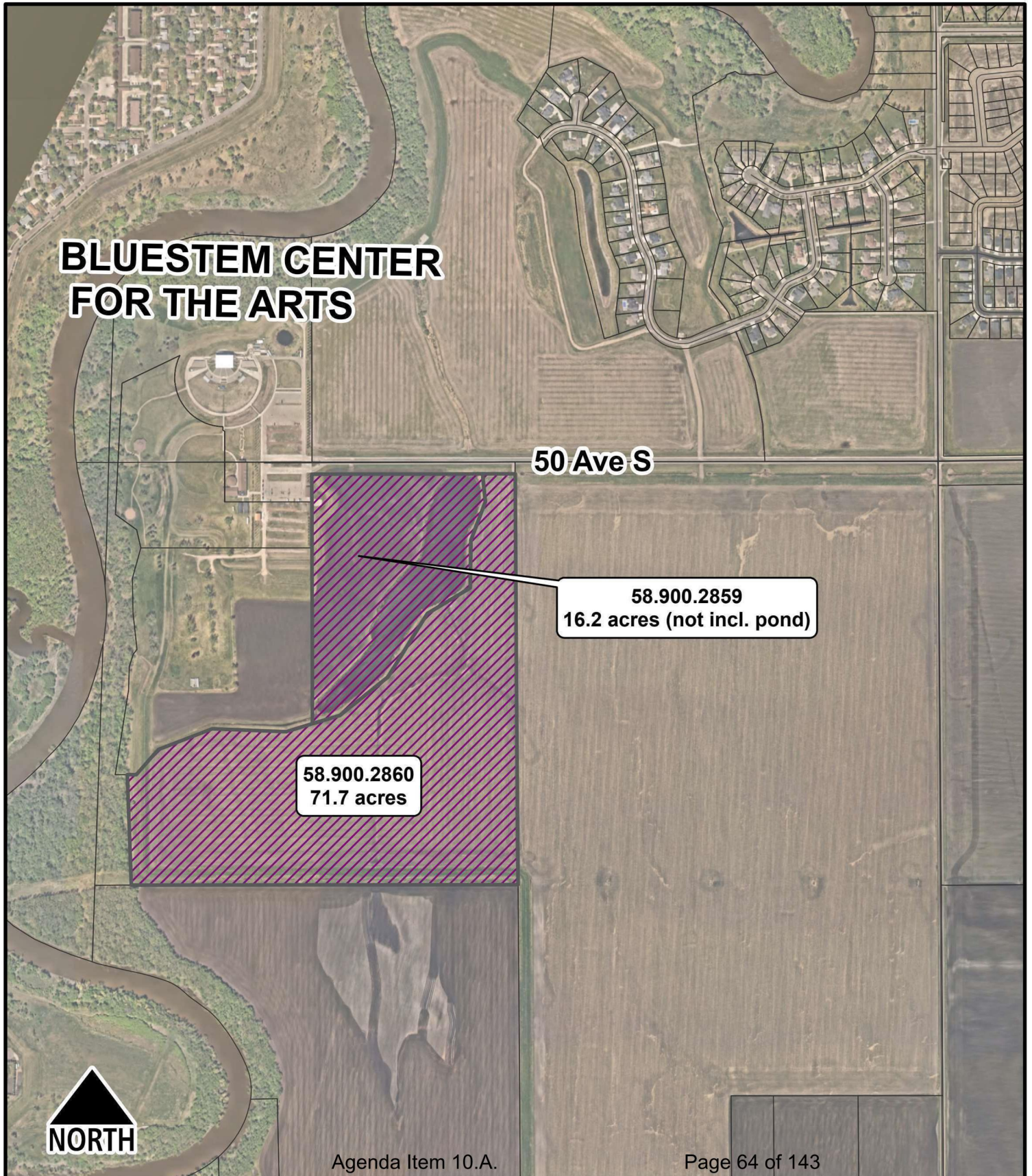
SOUTH MOORHEAD
58.689.0820 - 1003 19 St S





GENERAL LOCATION MAP

SOUTH MOORHEAD
58.900.2859 -16.2 acres (not incl. pond)
58.900.2860 - 71.7 acres





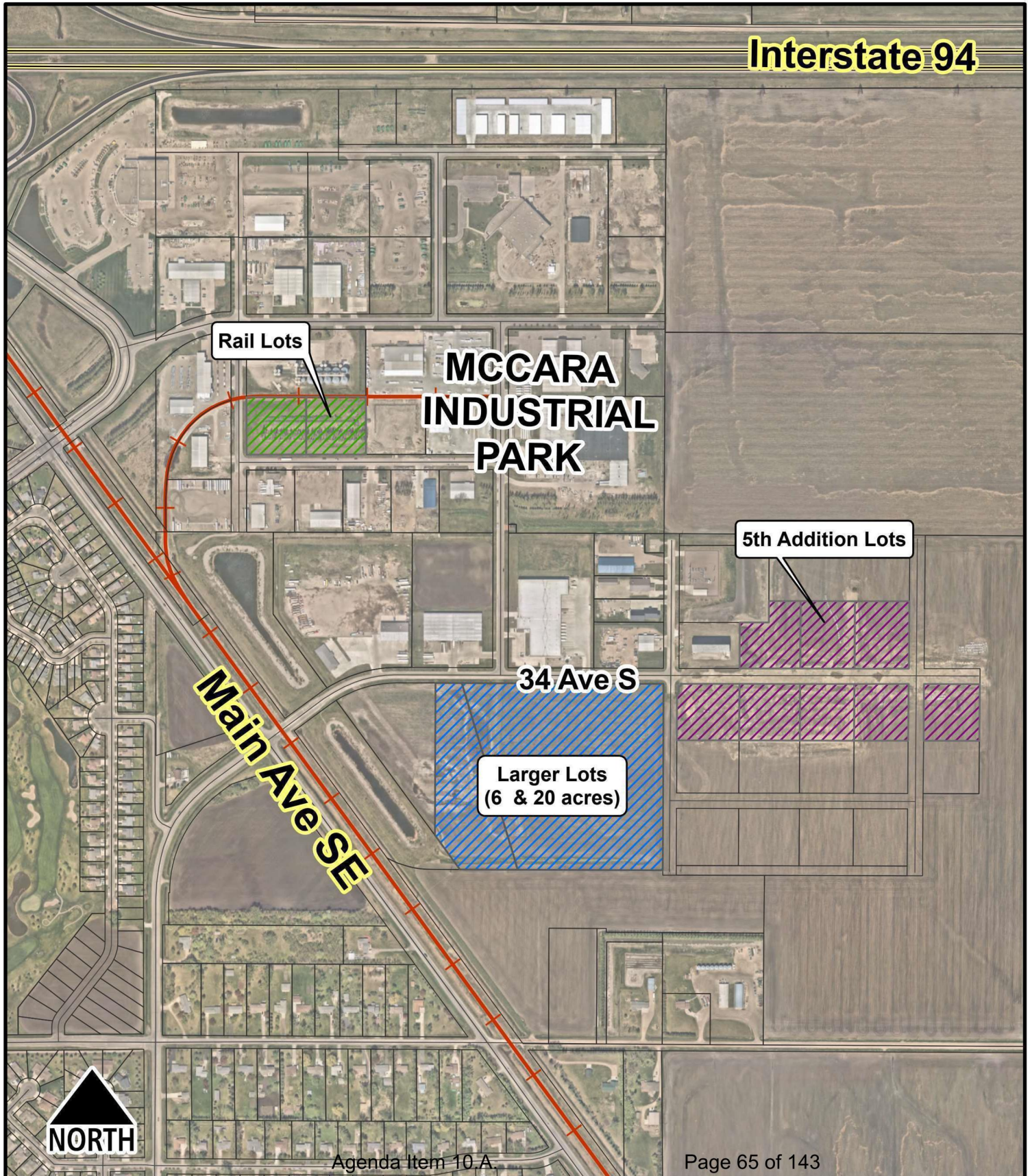
GENERAL LOCATION MAP

MCCARA INDUSTRIAL PARK

(2) - Rail Lots

(2) - Large Lots

(8) - New 5th Addition Lots



RESOLUTION

Resolution to Resolution to Approve Publication of the 2025 Notice of Land Availability

WHEREAS, Chapter 13, Section 13.05, of the City Charter requires the City to advertise all real property available for disposal at least once per year; and

WHEREAS, the 2025 Notice of Land Availability includes City-owned property which is serviced with city utilities and ready for development; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, authorizes the City Manager, or his designee, to publish the 2025 Notice of Land Availability in substantially the same form as includes in packet materials in the City's official newspaper, The Extra.

PASSED: February 10, 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

February 10, 2025

SUBJECT:

Resolution to Award Bid for Storm Lift Station No. 12 Improvements (Eng. No. 25-05-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to award the bid to CCS Contracting of New Brighton, MN in the amount of \$386,000.00, as the lowest responsive, responsible bidder for the above-referenced project.

BACKGROUND/KEY POINTS:

The proposed project is part of the City's asset management program for storm lift stations. Storm Lift Station #12 was constructed in 2000. An assessment of this lift stations was completed in 2009 as part of an overall evaluation of all 23 storm lift stations. The evaluation report includes a condition assessment (to define the probability of a failure) combined with a consequence assessment (to define the severity of a failure) to establish a risk assessment/ranking for each lift station. The asset management program is a tool that allows staff to prioritize projects and maintain the system in a fiscally responsible manner. Projects are programmed into the Stormwater Utility budget annually.

The proposed project includes the following improvements at Storm Lift Station #12:

- Remove existing pumps, electrical controls, inlet weir, piping, valves, fittings, etc.
- Install two new axial flow pumps
- Install new exterior electrical controls and all new electrical wiring, conduit, etc.
- Install new piping, valves, fittings, etc.

FINANCIAL CONSIDERATIONS:

Seven (7) bids for the project were received on January 29, 2025, and are summarized below:

CCS Contracting, Inc.	\$386,000.00
CC Steel, LLC	\$394,800.00
Sellin Brothers, Inc	\$399,500.00
Tom's Backhoe Service, Inc.	\$410,000.00
R & R Excavating, Inc.	\$447,155.13
Key Contracting, Inc.	\$467,970.00
ICS, Inc.	\$510,000.00
Engineer's Estimate	\$436,500.00

The total cost of the project including contingencies, is estimated to be approximately \$405,300.00 and will be paid from the approved 2025 Stormwater Utility budget.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Bob Zimmerman, Engineering Director

Attachments: Project Map, Bid Tab



2025 STORM LIFT STATION
NO. 12 IMPROVEMENTS
(CITY PROJECT NUMBER 25-05-01)



Project Name: **Storm Lift Station No. 12**

ENGINEERING NO. 25-05-01

City Project No.: LEGAL NO. 05-01-2025

Stantec Project No.: 173420186

I hereby certify that this is an exact reproduction of bids received.

Bid Opening: Wednesday, January 29, 2025 at 10:30 AM CDT

Owner: **Moorhead, Minnesota**


Russel Landphere, P.E.

License No. PE-10609

Bidder No. 1

Bidder No. 2

Bidder No. 3

Bidder No. 4

CCS Contracting, Inc.

CC Steel LLC

Sellin Brothers, Inc.

Tom's Backhoe Service, Inc.

BID TABULATION

Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
GENERAL											
1	MOBILIZATION	LS	1	\$20,000.00	\$20,000.00	\$23,000.00	\$23,000.00	\$12,000.00	\$12,000.00	\$30,000.00	\$30,000.00
TOTAL GENERAL:					\$20,000.00		\$23,000.00		\$12,000.00		\$30,000.00
2025 STORM LIFT STATION NO. 12 IMPROVEMENTS											
2	DEMOLITION OF EXISTING STORM LIFT STATION NO. 12	LS	1	\$5,000.00	\$5,000.00	\$9,500.00	\$9,500.00	\$14,000.00	\$14,000.00	\$8,000.00	\$8,000.00
3	REINSTATE FLOWLINE IN INLET MANHOLE	LS	1	\$6,000.00	\$6,000.00	\$11,300.00	\$11,300.00	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00
4	STORM LIFT STATION NO. 12 IMPROVEMENTS INCLUDIN	LS	1	\$355,000.00	\$355,000.00	\$351,000.00	\$351,000.00	\$370,000.00	\$370,000.00	\$367,000.00	\$367,000.00
TOTAL 2025 STORM LIFT STATION NO. 12 IMPROVEMENTS:					\$366,000.00		\$371,800.00		\$387,500.00		\$380,000.00
BASE BID SUMMARY											
TOTAL GENERAL:					\$20,000.00		\$23,000.00		\$12,000.00		\$30,000.00
TOTAL 2025 STORM LIFT STATION NO. 12 IMPROVEMENTS:					\$366,000.00		\$371,800.00		\$387,500.00		\$380,000.00
TOTAL BASE BID:					\$386,000.00		\$394,800.00		\$399,500.00		\$410,000.00
SUBSTITUTE ITEMS											
ITEM _____											
MANUFACTURER _____											
ADD OR DEDUCT _____											
ITEM _____											
MANUFACTURER _____											
ADD OR DEDUCT _____											
ITEM _____											
MANUFACTURER _____											
ADD OR DEDUCT _____											
Contractor Name and Address:				CCS Contracting, Inc.		CC Steel LLC		Sellin Brothers, Inc.		Tom's Backhoe Service, Inc.	
				P. O. Box 120781		5303 Creekview Green		1204 Hobart St.		323 Woodland Hills Ln.	
				New Brighton, MN 55112		Maple Plain, MN 55359		Hawley, MN 56549		Brainerd, MN 56401	
Phone:				(612) 701-6544		(612) 558-0792		(218) 483-3522		(218) 828-4232	
Email:				paulccs34@gmail.com		kevin@ccsteel.com		info@sellinbrothers.com		kathy@tomsbackhoe.net	
Signed By:				Paul Johnson		Michael N. Cebulla		Scott Sellin		Thomas L. Thompson	
Title:				President		President		Vice President		President	
Bid Security:				Bid Bond		Bid Bond		Bid Bond		Bid Bond	
Addenda Acknowledged:				1		1		1		1	

Bidder No. 5
Bidder No. 6
Bidder No. 7
BID TABULATION
R&R Excavating, Inc.
Key Contracting, Inc.
ICS, Inc.

Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total
GENERAL									
1	MOBILIZATION	LS	1	\$9,486.71	\$9,486.71	\$16,000.00	\$16,000.00	\$20,000.00	\$20,000.00
	TOTAL GENERAL:				\$9,486.71		\$16,000.00		\$20,000.00
2025 STORM LIFT STATION NO. 12 IMPROVEMENTS									
2	DEMOLITION OF EXISTING STORM LIFT STATION NO. 12	LS	1	\$31,364.12	\$31,364.12	\$18,120.00	\$18,120.00	\$25,000.00	\$25,000.00
3	REINSTATE FLOWLINE IN INLET MANHOLE	LS	1	\$10,233.33	\$10,233.33	\$8,100.00	\$8,100.00	\$20,000.00	\$20,000.00
4	STORM LIFT STATION NO. 12 IMPROVEMENTS INCLUDING	LS	1	\$396,070.97	\$396,070.97	\$425,750.00	\$425,750.00	\$445,000.00	\$445,000.00
	TOTAL 2025 STORM LIFT STATION NO. 12 IMPROVEMENTS:				\$437,668.42		\$451,970.00		\$490,000.00
BASE BID SUMMARY									
	TOTAL GENERAL:				\$9,486.71		\$16,000.00		\$20,000.00
	TOTAL 2025 STORM LIFT STATION NO. 12 IMPROVEMENTS:				\$437,668.42		\$451,970.00		\$490,000.00
	TOTAL BASE BID:				\$447,155.13		\$467,970.00		\$510,000.00
SUBSTITUTE ITEMS									
ITEM _____									
MANUFACTURER _____									
ADD OR DEDUCT _____									
ITEM _____									
MANUFACTURER _____									
ADD OR DEDUCT _____									
ITEM _____									
MANUFACTURER _____									
ADD OR DEDUCT _____									
Contractor Name and Address:				R&R Excavating, Inc.		Key Contracting, Inc.		ICS, Inc.	
				1149 Hwy. 22 South		245-7th Ave. NE		2500 Mill Road	
				Hutchinson, MN 55350		West Fargo, ND 58078		Grand Forks, ND 58203	
Phone:				(320) 587-5918		(701) 238-8192		(701) 775-8480	
Email:				brent@rrexavatinginc.com		info@keycontracting.com		ics@icsgf.us	
Signed By:				Brent Reiner		Thomas Martin		Jon Kearns	
Title:				President		President		President	
Bid Security:				Bid Bond		Bid Bond		Bid Bond	
Addenda Acknowledged:				1		1		1	

RESOLUTION

Resolution to Award Bid for Storm Lift Station No. 12 Improvements (Eng. No. 25-05-01)

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

CCS Contracting, Inc.	\$386,000.00
CC Steel LLC	\$394,800.00
Sellin Brothers, Inc.	\$399,500.00
Tom's Backhoe Service, Inc.	\$410,000.00
R & R Excavating, Inc.	\$447,155.13
Key Contracting, Inc.	\$467,970.00
ICS, Inc.	\$510,000.00
Engineer's Estimate	\$436,500.00

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 responsible bid with respect to the proposed improvement was received from CCS Contracting of New Brighton, MN. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The project will be financed through the approved 2025 Stormwater Utility budget.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with CCS Contracting of New Brighton, MN, for Storm Lift Station No. #12 Improvements (Eng. No. 25-05-01), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.
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% (\$19,300) of the total contract amount.

PASSED: February 10, 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

February 10, 2025

SUBJECT:

Resolution to Award Bid for the Sanitary Lift Station No. 10 & 28 Improvements Project (Eng. No. 25-06-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to award the bid to Sellin Brothers, Inc. in the amount of \$981,905.00 as the lowest responsive, responsible bidder for the above-referenced project.

BACKGROUND/KEY POINTS:

The proposed project is part of the City's asset management program for sanitary lift stations. Sanitary Lift Stations No. 10 and 28 were constructed in 1962 and 1991, respectively. An assessment of these lift stations was completed in 2017 as part of an overall evaluation of all 45 sanitary lift stations. The evaluation report includes a condition assessment (to define the probability of a failure) combined with a consequence assessment (to define the severity of a failure) to establish a risk assessment/ranking for each lift station. The asset management program is a tool that allows staff to prioritize projects and maintain the system in a fiscally responsible manner. Projects are programmed into the Wastewater Treatment budget annually.

The proposed project includes the following improvements at Sanitary Lift Station No. 10:

- Remove pumps, electrical controls, piping, etc.
- Install two new pumps
- Install new exterior electrical controls and all new electrical wiring, conduit, etc.
- Install new piping, valves, fittings, flow meter, etc.
- Temporary conveyance of wastewater flows during construction
- Construct new driveway

The proposed project includes the following improvements at Sanitary Lift Station No. 28:

- Remove existing wet well, valve vault, pumps, electrical controls, piping, etc.
- Install new precast concrete wet well, meter vault, piping, valves, fittings, flow meter, etc.
- Install two new pumps
- Install new electrical controls and all new electrical wiring, conduit, etc.
- Temporary conveyance of wastewater during construction
- Construct new driveway

FINANCIAL CONSIDERATIONS:

Five (5) bids for the project were received on January 29, 2025, and are summarized below:

Sellin Brothers, Inc.	\$ 981,905.00	
CC Steel LLC		\$1,041,744.66
R & R Excavating, Inc.		\$1,060,577.11
Key Contracting, Inc.		\$1,069,800.00
Tom's Backhoe Service, Inc.		\$1,196,990.00
Engineer's Estimate		\$ 999,950.00



City Council Communication

February 10, 2025

The total cost of the project including contingencies is estimated to be approximately \$1,031,000.25 and will be paid from the approved 2025 Wastewater Treatment budget.

Voting Requirements: 3/4 of Council (6)

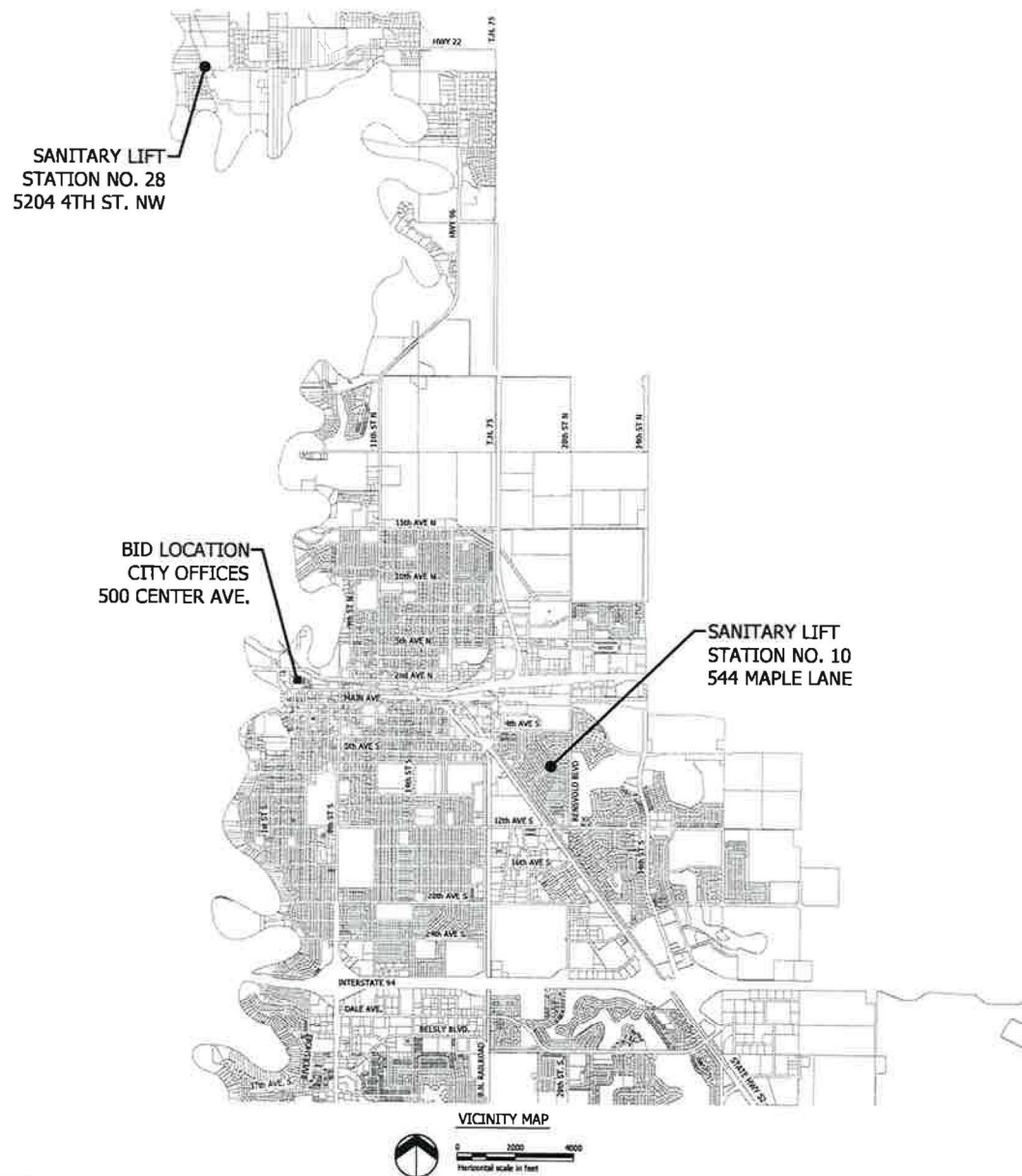
Submitted By:

Dan Mahli, City Manager

Bob Zimmerman, Engineering Director

Attachments: Project Map, Bid Tab

doi:10.1371/journal.pone.0173073.g002



**2025 SANITARY LIFT STATION
NO. 10 & 28 IMPROVEMENTS
(CITY PROJECT NUMBER 25-06-01)**



I HEREBY CERTIFY THAT THE PLAIN SPECIFICATION ON REPAIR
 WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION
 AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER
 UNDER THE LAWS OF THE STATE OF ALABAMA.

SIGNATURE: [Signature]
 PRINT NAME: WILLIAM J. LANGFISH

CITY OF MOORHEAD, MINNESOTA
2025 SANITARY LIFT STATION NO. 10 & 28 IMPROVEMENTS

TITLE SHEET

NOTREVISION: DAT

SURVEY	NA
DEPART	SL
DISCOUNT	0%
CHECKED	
APPROVED	
REMARKS	1.000000

SPOTT NUMBER
G001




Project Name: **2025 Sanitary Lift Station No. 10 & No. 28 Improvements**
ENGINEERING NO. 25-06-01,
City Project No.: LEGAL NO. 06-01-2025

Stantec Project No.: 173420185

I hereby certify that this is an exact
reproduction of bids received.

Bid Opening: Wednesday, January 29, 2025 at 10:00 AM CDT

Owner: **Moorhead, Minnesota**


Russel Landphere, P.E.
License No. PE-10609

				Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4	
BID TABULATION				Sellin Brothers, Inc.		CC Steel LLC		R&R Excavating, Inc.		Key Contracting, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
GENERAL											
1	MOBILIZATION	LS	1	\$49,000.00	\$49,000.00	\$71,000.00	\$71,000.00	\$52,829.78	\$52,829.78	\$75,000.00	\$75,000.00
TOTAL GENERAL:					\$49,000.00		\$71,000.00		\$52,829.78		\$75,000.00
2025 SANITARY LIFT STATION NO. 10 IMPROVEMENTS											
2	TEMPORARY CONVEYANCE OF SANITARY SEWAGE - LIF	LS	1	\$64,000.00	\$64,000.00	\$35,000.00	\$35,000.00	\$65,506.30	\$65,506.30	\$33,750.00	\$33,750.00
3	TRAFFIC CONTROL	LS	1	\$3,500.00	\$3,500.00	\$3,366.90	\$3,366.90	\$3,200.00	\$3,200.00	\$4,000.00	\$4,000.00
4	DEMOLITION OF EXISTING SANITARY LIFT STATION NO.	LS	1	\$21,000.00	\$21,000.00	\$5,950.00	\$5,950.00	\$16,887.42	\$16,887.42	\$25,000.00	\$25,000.00
5	STORM DRAIN INLET PROTECTION	EA	3	\$165.00	\$495.00	\$269.33	\$807.99	\$100.00	\$300.00	\$600.00	\$1,800.00
6	SANITARY LIFT STATION NO. 10 IMPROVEMENTS INCLUD	LS	1	\$225,000.00	\$225,000.00	\$217,158.82	\$217,158.82	\$258,327.94	\$258,327.94	\$296,210.00	\$296,210.00
TOTAL 2025 SANITARY LIFT STATION NO. 10 IMPROVEMENTS:					\$313,995.00		\$262,283.71		\$344,221.66		\$360,760.00
2025 SANITARY LIFT STATION NO. 28 IMPROVEMENTS											
7	TEMPORARY CONVEYANCE OF SANITARY SEWAGE - LIF	LS	1	\$11,300.00	\$11,300.00	\$5,000.00	\$5,000.00	\$19,291.50	\$19,291.50	\$15,250.00	\$15,250.00
8	DEMOLITION OF EXISTING SANITARY LIFT STATION NO.	LF	1	\$23,000.00	\$23,000.00	\$22,750.00	\$22,750.00	\$31,246.22	\$31,246.22	\$33,000.00	\$33,000.00
9	SILT FENCE	LF	200	\$6.00	\$1,200.00	\$5.75	\$1,150.00	\$5.00	\$1,000.00	\$6.50	\$1,300.00
10	SEDIMENT CONTROL LOG	LF	100	\$6.00	\$600.00	\$5.75	\$575.00	\$5.00	\$500.00	\$6.50	\$650.00
11	SAWCUT BITUMINOUS PAVEMENT	LF	60.00	\$5.00	\$300.00	\$7.37	\$442.20	\$7.32	\$439.20	\$12.00	\$720.00
12	REMOVE BITUMINOUS PAVEMENT	SY	260	\$10.00	\$2,600.00	\$27.35	\$7,111.00	\$31.31	\$8,140.60	\$20.00	\$5,200.00
13	SUBGRADE PREPARATION	SY	230	\$7.00	\$1,610.00	\$42.35	\$9,740.50	\$11.82	\$2,718.60	\$25.00	\$5,750.00
14	AGGREGATE BASE, CLASS 5 MODIFIED	TN	200	\$45.00	\$9,000.00	\$32.50	\$6,500.00	\$69.41	\$13,882.00	\$100.00	\$20,000.00
15	GEOTEXTILE FABRIC, MNDOT TYPE 4	SY	230	\$10.00	\$2,300.00	\$7.34	\$1,688.20	\$16.63	\$3,824.90	\$4.00	\$920.00
16	3" POLYSTYRENE PIPE INSULATION	SY	30	\$65.00	\$1,950.00	\$47.80	\$1,434.00	\$76.23	\$2,286.90	\$75.00	\$2,250.00
17	6" THICK CONCRETE DRIVEWAY PAVEMENT	SY	250	\$130.00	\$32,500.00	\$145.00	\$36,250.00	\$123.00	\$30,750.00	\$175.00	\$43,750.00
18	SEED, HYDROMULCH & FERTILIZER WITH 6" TOPSOIL, MN	AC	0.5	\$8,500.00	\$4,250.00	\$9,200.00	\$4,600.00	\$34,002.30	\$17,001.15	\$9,500.00	\$4,750.00
19	10" DIP, CL 52 SANITARY SEWER PIPE	LF	40	\$295.00	\$11,800.00	\$342.23	\$13,689.20	\$573.31	\$22,932.40	\$225.00	\$9,000.00
20	CONNECT TO EXISTING MANHOLE	EA	1	\$6,000.00	\$6,000.00	\$4,692.00	\$4,692.00	\$7,660.76	\$7,660.76	\$2,250.00	\$2,250.00
21	4" PVC C900 FORCE MAIN	LF	80	\$100.00	\$8,000.00	\$187.50	\$15,000.00	\$106.57	\$8,525.60	\$55.00	\$4,400.00
22	CONNECT 4" PVC TO EXISTING MANHOLE	EA	1	\$6,000.00	\$6,000.00	\$1,785.00	\$1,785.00	\$4,469.94	\$4,469.94	\$750.00	\$750.00
23	4" 11-1/4 DEGREE MJ BEND WITH RESTRAINED JOINTS	EA	1	\$1,500.00	\$1,500.00	\$1,456.00	\$1,456.00	\$939.55	\$939.55	\$500.00	\$500.00
24	4" INTERNAL DROP STRUCTURE	LS	1	\$1,500.00	\$1,500.00	\$2,354.69	\$2,354.69	\$2,570.93	\$2,570.93	\$1,200.00	\$1,200.00
25	PIPE BOLLARD WITH PLASTIC SLEEVE	EA	2	\$1,250.00	\$2,500.00	\$2,300.00	\$4,600.00	\$2,269.93	\$4,539.86	\$600.00	\$1,200.00
26	SANITARY LIFT STATION NO. 28 IMPROVEMENTS INCLUD	LS	1	\$491,000.00	\$491,000.00	\$567,643.16	\$567,643.16	\$480,805.56	\$480,805.56	\$481,200.00	\$481,200.00
TOTAL 2025 SANITARY LIFT STATION NO. 28 IMPROVEMENTS:					\$618,910.00		\$708,460.95		\$663,525.67		\$634,040.00

BID TABULATION				Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4	
				Sellin Brothers, Inc.		CC Steel LLC		R&R Excavating, Inc.		Key Contracting, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID SUMMARY											
TOTAL GENERAL:					\$49,000.00		\$71,000.00		\$52,829.78		\$75,000.00
TOTAL 2025 SANITARY LIFT STATION NO. 10 IMPROVEMENTS:					\$313,995.00		\$262,283.71		\$344,221.66		\$360,760.00
TOTAL 2025 SANITARY LIFT STATION NO. 28 IMPROVEMENTS:					\$618,910.00		\$708,460.95		\$663,525.67		\$634,040.00
TOTAL BASE BID:					\$981,905.00		\$1,041,744.66		\$1,060,577.11		\$1,069,800.00
ALTERNATE NO. 1 - BEAM AND HOIST											
	BEAM AND HOIST	LS	1	\$15,000.00	\$15,000.00	\$12,500.00	\$12,500.00	\$14,271.94	\$14,271.94	\$1,600.00	\$1,600.00
TOTAL ALTERNATE NO. 1 - BEAM AND HOIST					\$15,000.00		\$12,500.00		\$14,271.94		\$1,600.00
SUBSTITUTE ITEMS											
ITEM _____											
MANUFACTURER _____											
ADD OR DEDUCT											
ITEM _____											
MANUFACTURER _____											
ADD OR DEDUCT											
ITEM _____											
MANUFACTURER _____											
ADD OR DEDUCT											
Contractor Name and Address:				Sellin Brothers, Inc.		CC Steel LLC		R&R Excavating, Inc.		Key Contracting, Inc.	
				1204 Hobart St.		5303 Creekview Green		1149 Hwy. 22 South		245-7th Ave. NE	
				Hawley, MN 56549		Maple Plain, MN 55359		Hutchinson, MN 55350		West Fargo, ND 58078	
Phone:				(218) 483-3522		(612) 558-0792		(320) 587-5918		(701) 238-8192	
Email:				info@sellinbrothers.com		kevin@ccsteel.com		brent@rrexavatinginc.com		info@keycontracting.com	
Signed By:				Scott Sellin		Michael N. Cebulla		Brent Reiner		Thomas Martin	
Title:				Vice President		President		President		President	
Bid Security:				Bid Bond		Bid Bond		Bid Bond		Bid Bond	
Addenda Acknowledged:				1		1		1		1	

Bidder No. 5

BID TABULATION				Tom's Backhoe Service, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total
GENERAL					
1	MOBILIZATION	LS	1	\$70,000.00	\$70,000.00
TOTAL GENERAL:					\$70,000.00
2025 SANITARY LIFT STATION NO. 10 IMPROVEMENTS					
2	TEMPORARY CONVEYANCE OF SANITARY SEWAGE - LIF	LS	1	\$25,000.00	\$25,000.00
3	TRAFFIC CONTROL	LS	1	\$3,500.00	\$3,500.00
4	DEMOLITION OF EXISTING SANITARY LIFT STATION NO.	LS	1	\$10,000.00	\$10,000.00
5	STORM DRAIN INLET PROTECTION	EA	3	\$350.00	\$1,050.00
6	SANITARY LIFT STATION NO. 10 IMPROVEMENTS INCLUD	LS	1	\$350,000.00	\$350,000.00
TOTAL 2025 SANITARY LIFT STATION NO. 10 IMPROVEMENTS:					\$389,550.00
2025 SANITARY LIFT STATION NO. 28 IMPROVEMENTS					
7	TEMPORARY CONVEYANCE OF SANITARY SEWAGE - LIF	LS	1	\$5,000.00	\$5,000.00
8	DEMOLITION OF EXISTING SANITARY LIFT STATION NO.	LF	1	\$8,000.00	\$8,000.00
9	SILT FENCE	LF	200	\$8.00	\$1,600.00
10	SEDIMENT CONTROL LOG	LF	100	\$8.00	\$800.00
11	SAWCUT BITUMINOUS PAVEMENT	LF	60.00	\$10.00	\$600.00
12	REMOVE BITUMINOUS PAVEMENT	SY	260	\$10.00	\$2,600.00
13	SUBGRADE PREPARATION	SY	230	\$3.00	\$690.00
14	AGGREGATE BASE, CLASS 5 MODIFIED	TN	200	\$50.00	\$10,000.00
15	GEOTEXTILE FABRIC, MNDOT TYPE 4	SY	230	\$5.00	\$1,150.00
16	3" POLYSTYRENE PIPE INSULATION	SY	30	\$70.00	\$2,100.00
17	6" THICK CONCRETE DRIVEWAY PAVEMENT	SY	250	\$160.00	\$40,000.00
18	SEED, HYDROMULCH & FERTILIZER WITH 6" TOPSOIL, MN	AC	0.5	\$12,000.00	\$6,000.00
19	10" DIP, CL 52 SANITARY SEWER PIPE	LF	40	\$250.00	\$10,000.00
20	CONNECT TO EXISTING MANHOLE	EA	1	\$2,000.00	\$2,000.00
21	4" PVC C900 FORCE MAIN	LF	80	\$80.00	\$6,400.00
22	CONNECT 4" PVC TO EXISTING MANHOLE	EA	1	\$1,500.00	\$1,500.00
23	4" 11-1/4 DEGREE MJ BEND WITH RESTRAINED JOINTS	EA	1	\$500.00	\$500.00
24	4" INTERNAL DROP STRUCTURE	LS	1	\$1,500.00	\$1,500.00
25	PIPE BOLLARD WITH PLASTIC SLEEVE	EA	2	\$1,500.00	\$3,000.00
26	SANITARY LIFT STATION NO. 28 IMPROVEMENTS INCLUD	LS	1	\$634,000.00	\$634,000.00
TOTAL 2025 SANITARY LIFT STATION NO. 28 IMPROVEMENTS:					\$737,440.00

Bidder No. 5

BID TABULATION				Tom's Backhoe Service, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total
BASE BID SUMMARY					
TOTAL GENERAL:					\$70,000.00
TOTAL 2025 SANITARY LIFT STATION NO. 10 IMPROVEMENTS:					\$389,550.00
TOTAL 2025 SANITARY LIFT STATION NO. 28 IMPROVEMENTS:					\$737,440.00
TOTAL BASE BID:					\$1,196,990.00
ALTERNATE NO. 1 - BEAM AND HOIST					
	BEAM AND HOIST	LS	1	\$20,000.00	\$20,000.00
TOTAL ALTERNATE NO. 1 - BEAM AND HOIST					\$20,000.00
SUBSTITUTE ITEMS					
	ITEM _____				
	MANUFACTURER _____				
	ADD OR DEDUCT				
ITEM _____					
	MANUFACTURER _____				
	ADD OR DEDUCT				
ITEM _____					
	MANUFACTURER _____				
	ADD OR DEDUCT				
Contractor Name and Address:				Tom's Backhoe Service, Inc.	
				323 Woodland Hills Ln.	
				Brainerd, MN 56401	
				Phone: (218) 828-4232	
				Email: kathy@tomsbackhoe.net	
				Signed By: Thomas L. Thompson	
				Title: President	
				Bid Security: Bid Bond	
				Addenda Acknowledged: 1	

RESOLUTION

Resolution to Award Bid for the Sanitary Lift Station No. 10 & 28 Improvements Project (Eng. No. 25-06-01)

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

Sellin Brothers, Inc.	\$ 981,905.00
CC Steel, LLC.	\$1,041,744.66
R&R Excavating, Inc.	\$1,060,577.11
Key Contracting	\$1,069,800.00
Tom's Backhoe Service, Inc.	\$1,196,990.00
Engineer's Estimate	\$ 999,950.00

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 responsible bid with respect to the proposed improvement was received from Sellin Brothers, Inc. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The project will be financed through the approved 2025 Wastewater Treatment budget.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with Sellin Brothers, Inc, for Sanitary Lift Station No. 10 and No. 28 Improvements (Eng. No. 25-06-01), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.
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% (\$49,095.25) of the total contract amount.

PASSED: February 10, 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

February 10, 2025

SUBJECT:

Resolution to Authorize Temporary Easement Agreements for the 34th Street (4th Ave S to 3rd Ave N) Rehabilitation Project (Eng. No. 23-02-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to authorize the purchase of temporary construction easements for the 34th Street (4th Ave S to 3rd Ave N) Rehabilitation Project (Eng. No. 23-02-01).

BACKGROUND/KEY POINTS:

The proposed improvements to 34th Street are included in the City's Capital Improvement Plan for construction in 2025. The proposed improvements require the acquisition of several temporary construction easements. The City has discussed the project with the affected landowners and made an offer based on appraisals. At the time this communication was prepared, City staff was actively negotiating with the property owners. Staff anticipates that the cost of the temporary easements will range from \$0.60 to \$1.25 per square foot. Since the project has partial Federal funding, the easements must be acquired prior to receiving authorization from MnDOT to proceed to bidding. In order to expedite the review and approval by MnDOT, staff recommends that the Council approve the acquisition of the proposed temporary easements as shown in the attachment and summarized below:

Property Owner	Type	Address	Est. Cost Range
3330 Highway 10 LLC	Temporary Easement	3330 Highway 10 E	\$3,000 - \$5,000
Red River Subway-RE, LLC	Temporary Easement	201 34 th St N	\$500 - \$700
Easten Retail LLC	Temporary Easement	3324 Highway 10 E	\$600 - \$1,000
TOTAL			\$4,100 - \$6,700

FINANCIAL CONSIDERATIONS:

The cost of the easements will be paid from Municipal State Aid funds. The project is being financed using a combination of Federal, State and Municipal State Aid funds.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City Engineer

Attachments: Easement Maps

EASEMENT EXHIBIT

REPLAT OF

BLOCK 1

EASTGATE

SECOND

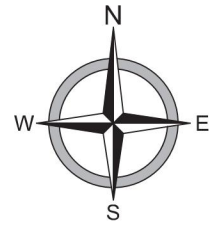
PARCEL ID: 58.207.0031
(3330 HWY. 10, LLC)

ADDITION

HWY. R/W LINE PER MNDOT MAP

HWY. 10

"OFFTAKE DITCH" AREA
PER REPLAT OF EASTGATE 2ND ADD.



0 60
Scale in Feet

BEARINGS ARE BASED ON THE
CLAY COUNTY COORDINATE SYSTEM
(NAD83 2011)

LEGEND



TEMP. CONSTRUCTION
EASEMENT AREA

EASTEN

2

BLOCK 2

ADDITION

E'LY LINE OF LOT 1, BLOCK 1

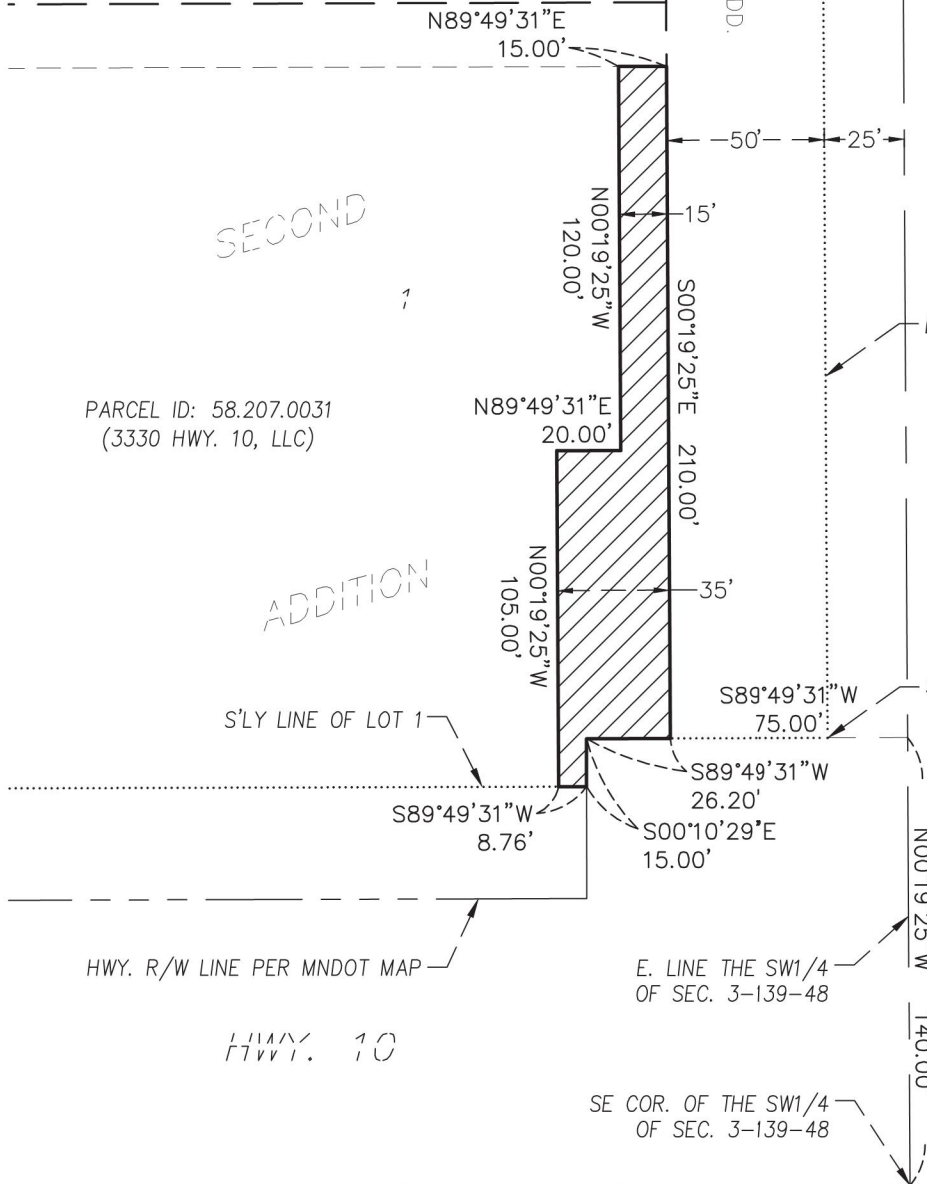
34TH ST. W.

SE COR. OF LOT 1, BLOCK 1

S'LY LINE OF LOT 1

E. LINE THE SW1/4
OF SEC. 3-139-48

SE COR. OF THE SW1/4
OF SEC. 3-139-48



SHEET 1 OF 2

TEMPORARY CONSTRUCTION EASEMENT
S.A.P. 144-135-017 (34TH STREET)
MOORHEAD / DILWORTH, MINNESOTA

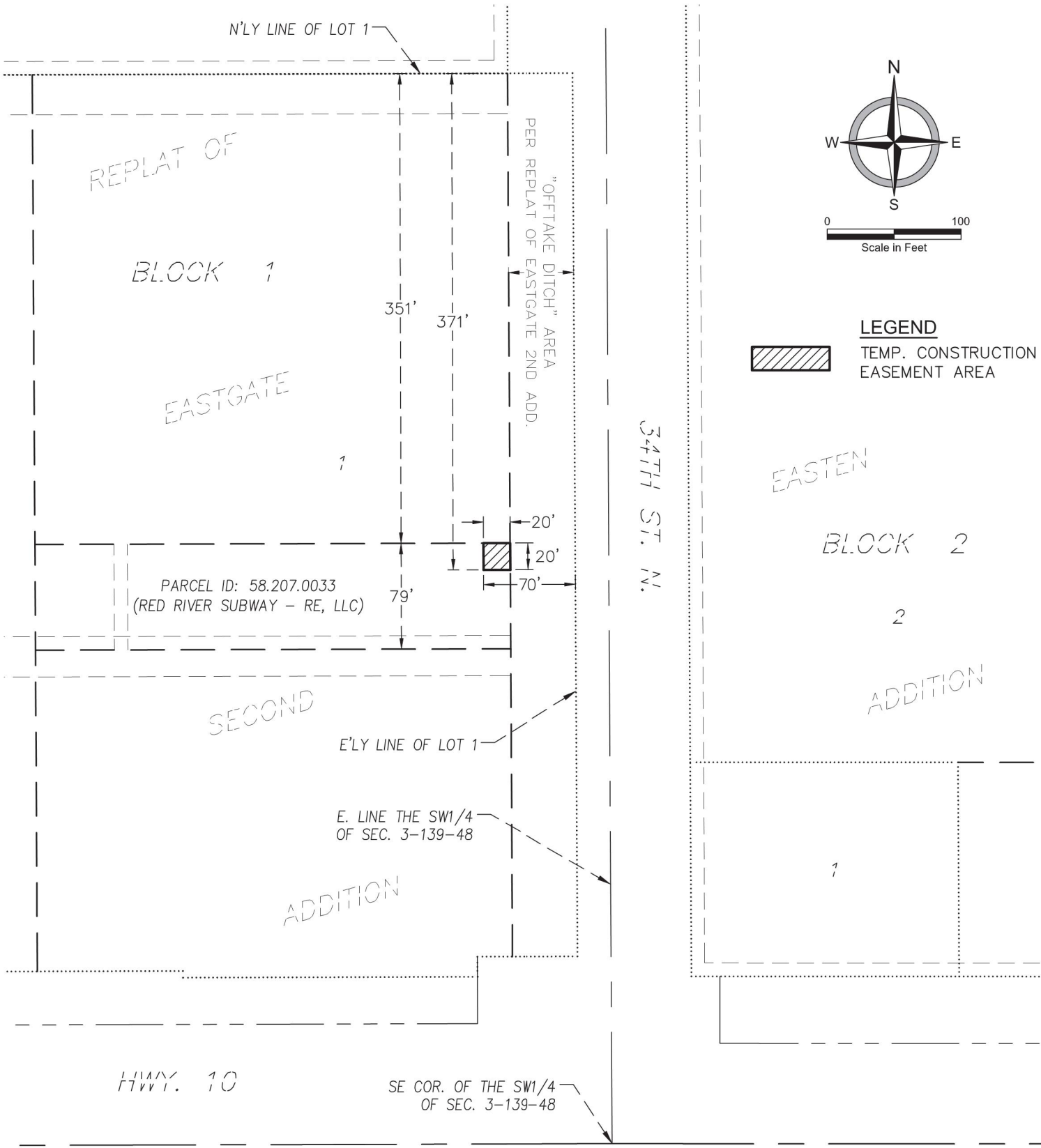
Agenda Item 11.C.

PROJECT No.	22076
DATE:	07.22.24
REVISED:	-
DRAFTER:	AJS
REVIEWER:	CDH

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EASEMENT EXHIBIT



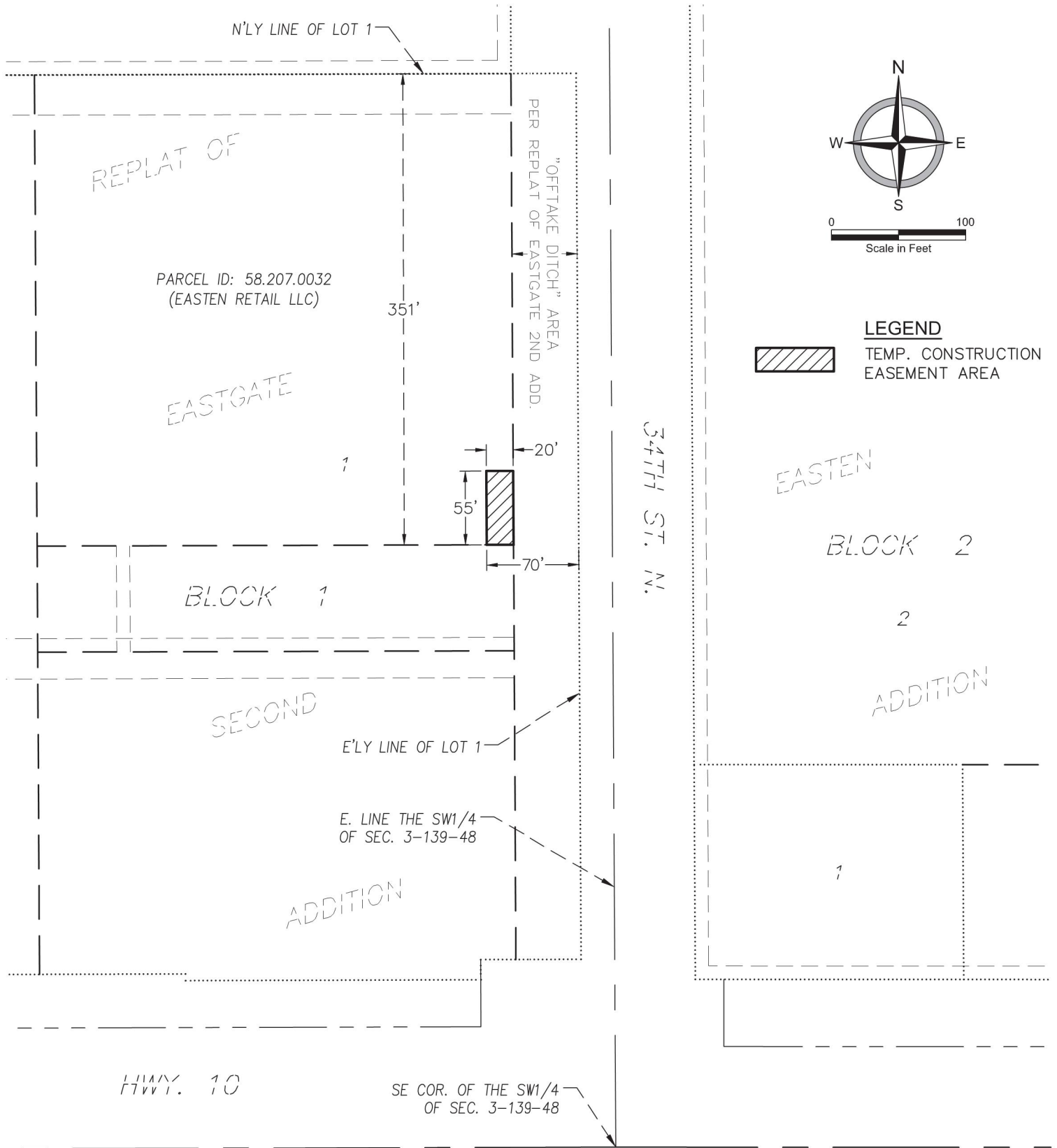
SHEET 1 OF 2

TEMPORARY CONSTRUCTION EASEMENT
S.A.P. 144-135-017 (34TH STREET)
MOORHEAD / DILWORTH, MINNESOTA
Agenda Item 11.C.

PROJECT No.	22076
DATE:	07.22.24
REVISED:	-
DRAFTER:	AJS
REVIEWER:	CDH



EASEMENT EXHIBIT



SHEET 1 OF 2

TEMPORARY CONSTRUCTION EASEMENT
S.A.P. 144-135-017 (34TH STREET)
MOORHEAD / DILWORTH, MINNESOTA

Agenda Item 11.C.

PROJECT No.	22076
DATE:	07.22.24
REVISED:	-
DRAFTER:	AJS
REVIEWER:	CDH

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RESOLUTION

Resolution to Authorize Temporary Easement Agreements for the 34th Street (4th Ave S to 3rd Ave N) Rehabilitation Project (Eng. No. 23-02-01)

WHEREAS, several temporary construction easement acquisitions are necessary for construction of the 34th Street (4th Ave S to 3rd Ave N) Rehabilitation Project (Eng. No. 23-02-01); and

WHEREAS, City staff anticipates acquisition of the temporary easements at prices ranging from \$0.60 to \$01.25 per square foot, for the estimated amounts shown in the table below; and

Property Owner	Type	Address	Est. Cost Range
3330 Highway 10 LLC	Temporary Easement	3330 Highway 10 E	\$3,000 - \$5,000
Red River Subway-RE, LLC	Temporary Easement	201 34 th St N	\$500 - \$700
Easten Retail LLC	Temporary Easement	3324 Highway 10 E	\$600 - \$1,000
TOTAL			\$4,100 - \$6,700

WHEREAS, the proposed acquisitions will be financed with Municipal State Aid funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the proposed acquisitions are approved and that the City Engineer is hereby authorized and directed for and on behalf of the City to execute the respective purchase agreements.

PASSED: February 10, 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

February 10, 2025

SUBJECT:

Resolution to Receive Report, Order Plans & Specifications and Call for Public Hearing for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03)

RECOMMENDATION:

The Mayor and City Council are asked to consider the following resolutions for the River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03):

1. Receive the report, order the preparation of plans & specifications, and call for a Public Hearing
2. Approve plans & specification and authorize advertisement for bids

BACKGROUND/KEY POINTS:

The proposed project area includes portions of River Dr S, 18th Ave S, 3rd St S, and Elm St S (map attached). These streets are included in the City's 2025-2029 Capital Improvement Plan and are scheduled for construction of improvements in 2025. Since special assessments will be used to finance a portion of the project cost, and the project has been initiated by Council action rather than by petition of the benefiting property owners, in accordance with Minnesota Statutes, Chapter 429, it is necessary to prepare an engineering report and hold a Public Hearing prior to ordering the improvements.

On December 9, 2024, the City Council ordered the preparation of the Engineer's Report, which has been completed by City staff under the direction of the City Engineer. The report evaluated the existing street and utility systems, considering how they were constructed and maintained, their age and current condition, and information obtained from soil borings and sewer televising. The report makes recommendations for the following street and utility improvements:

River Dr S – Rehabilitation and watermain replacement from Elm St S to end of cul-de-sac, and from 14th to 16th Ave S

18th Ave S – Rehabilitation from 3rd to 4th St S

3rd St S – Rehabilitation from 12th Ave S to end of cul-de-sac

Elm St S – Rehabilitation from 12th Ave S to River Dr S

A rehabilitation involves the full pavement depth being removed and replaced, typically including the gravel base, but preserves most of the existing curb and gutter.

MPS has requested that the City include the replacement of its cast iron pipe (CIP) water mains (on River Dr S between Elm St S to end of cul-de-sac, and from 14th to 16th Ave S) in the contract for the street construction. The other water mains in the project area are all polyvinyl chloride (PVC) pipe and are in good condition. All of the sanitary sewer mains are vitrified clay pipe (VCP) and are in acceptable condition. The report recommends pedestrian ramp improvements necessary to comply with ADA requirements.



City Council Communication

February 10, 2025

Staff is preparing a virtual public informational presentation that will be available on or about February 10, 2025 on the City website. The public informational presentation is intended to share project information and to solicit property owner feedback prior to receiving bids. A letter will be mailed to the abutting property owners notifying them of the presentation, and how to contact staff to ask questions or submit comments regarding the proposed design, and requesting feedback by February 26, 2025 to allow staff time to incorporate changes (if any) into the plans prior to receiving bids. No sidewalk is proposed other than replacement of pedestrian ramps as needed to comply with current ADA standards and spot repairs. The report finds that the proposed rehabilitation improvements are necessary, cost-effective and feasible. The report further finds that the project is of a sufficient size to achieve a desirable economy of scale and may be constructed as a stand-alone project or in connection with some other improvement. In this case, it is recommended to include the proposed MPS water main replacement work in the City contract as it will be the most cost-effective way to complete the work.

A portion of the project cost will be financed using special assessments applied on an adjusted front foot basis at the standard rates included in the current City Fee Schedule (\$90.00 per foot for rehabilitation projects). Staff recommends that the Council receive the Engineer's report and order the preparation of plans & specifications. Staff further recommends that the City prepare plans & specifications and receive bids for the proposed project prior to holding the Public Hearing in order to have the best information available regarding the actual project costs prior to ordering the improvements. Staff recommends scheduling the Public Hearing to be held on March 24, 2025.

In order to expedite the project, the City Engineering Department has prepared plans & specifications for the proposed improvements under the direction of the City Engineer. The project areas have been combined into one contract to simplify construction administration and maximize the economy of scale, while keeping the total contract size to a scope that is suitable for most local contractors. City staff recommends that the Council approve the plans & specifications and authorize advertisement for bids.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	December 9, 2024
Receive Engineer's Report, Order Plans & Specs, and Call for a Public Hearing	February 10, 2025
Approve Plans & Specs and Authorize Ad for Bids	February 10, 2025
Receive Bids	March 5, 2025
Hold Public Hearing, Order Improvements, Declare Intent to Assess & Award Bid	March 24, 2025
Anticipated Construction Schedule	May-Sept. 2025
Hold Assessment Hearing	Fall 2025



City Council Communication

February 10, 2025

FINANCIAL CONSIDERATIONS:

The cost of the above requested actions is negligible at this time and consists of printing and mailing costs. The total project cost, including contingencies and fees, is preliminarily estimated at \$1,367,000. The City will be reimbursed by MPS for \$195,000 for the cost of the water main replacement. It is proposed to finance the remaining project cost through the PIR Fund using a General Obligation Improvement Bond, and to assess approximately \$333,000 to the benefiting properties in accordance with the City's Special Assessment Policy. The balance of the project cost (\$839,000) will be paid as a City share.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

Tom Trowbridge, City Engineer

Attachments: Location Map



LEGEND

STREET IMPROVEMENTS

 REHABILITATION

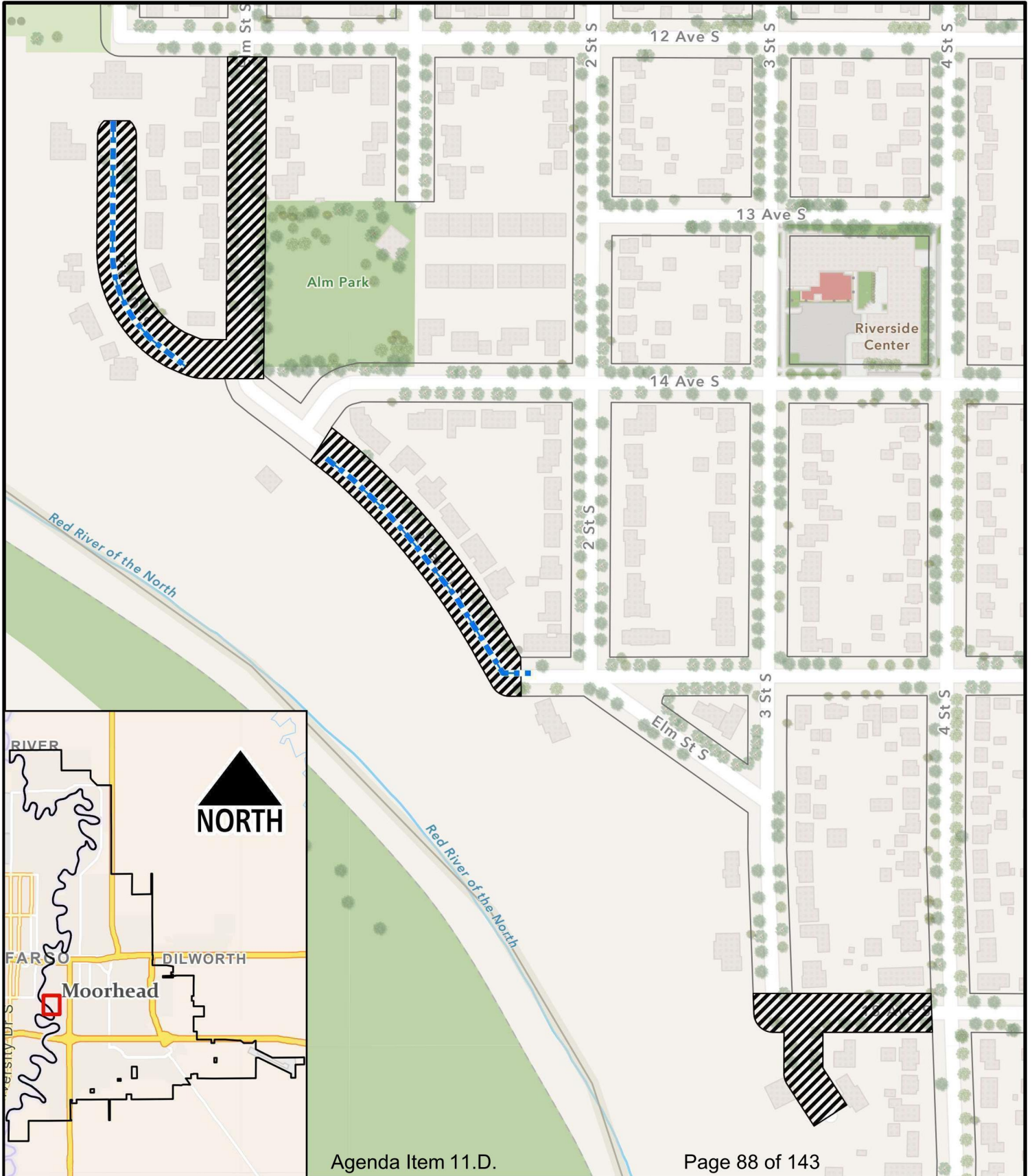
ADDITIONAL WORK

 WATERMAIN REPLACEMENT

Project 25-A2-3

Road Rehabilitation on Elm St S between 12 Ave S & River Drive S, and the River Drive S Cul-de-sac west of Elm St as well as River Drive between 14 & 16 Ave S, and 18 Ave S between 3 & 4 St S, and the 1800 block of 3 St S

Including Watermain Replacement on River Drive S



RESOLUTION

Resolution to Receive Report, Order Plans & Specifications and Call for Public Hearing for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03)

WHEREAS, pursuant to a resolution of the City Council dated December 9, 2024, staff has prepared a preliminary engineering report to consider the making of the River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03); and

WHEREAS, the preliminary engineering report finds that the proposed improvements are necessary, cost-effective and feasible, that they would best be completed as a stand-alone project, and includes information on the estimated cost of the improvement as recommended, and a description of the methodology used to calculate individual assessments for affected parcels; and

WHEREAS, it has been determined that the proposed infrastructure improvements benefit the abutting properties whose owners have not petitioned for the proposed improvements, therefore a Public Hearing must be held before ordering the improvements; and

WHEREAS, the Council hereby determines that the preparation of plans & specifications and the receipt of bids will provide helpful information in determining the desirability and feasibility of the improvement in advance of the required Public Hearing.

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

1. The Council hereby receives the Preliminary Engineering Report for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03). Such improvements are necessary, cost-effective, and feasible as detailed in the Preliminary Engineering Report, and would best be completed as a stand-alone project.
2. The City Engineer is hereby designated as the engineer for this improvement, and plans & specifications for the making of such improvements shall be made under the supervision of the City Engineer.
3. A public hearing shall be held on such proposed improvement on the 24th day of March, 2025, during the regularly scheduled Council Meeting in the auditorium of the Hjemkomst at 5:45 p.m., and the City Clerk shall give mailed and published notice of such hearing and improvement as required by law.

PASSED: February 10, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03)

WHEREAS, pursuant to a resolution passed by the City Council on February 10, 2025, City staff has prepared plans & specifications for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03) under the direction of the City Engineer and such plans are presented to the Council for approval.

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

1. Such plans & specifications, a copy of which is on file in the office of the City Engineer, are hereby approved.
2. The City Engineer shall prepare and cause to be published on the official websites an advertisement for bids upon the making of such improvement under such approved plans & specifications. The advertisement shall be published a minimum of 21 days before the scheduled bid opening. The advertisement shall specify the work to be done, shall state the time and place that the bids will be opened, and shall state that no bids will be considered unless sealed and filed with the City Engineer and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Moorhead for 5 percent of the amount of such bid.

PASSED: February 10, 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

February 10, 2025

SUBJECT:

Resolution to Authorize Agreement with the Center for Public Safety Excellence to Pursue Accreditation of the Fire Department

RECOMMENDATION:

The Mayor and City Council are asked to consider authorizing the Mayor and City Manager to enter into an agreement with the Center of Public Safety Excellence (CPSE) to Pursue Accreditation of the Fire Department.

BACKGROUND/KEY POINTS:

On February 15, 2022, the Fire Department entered into Registered Agency status with CPSE for the purpose of exploring the accreditation process and determining if it would be beneficial to the City of Moorhead.

Chief Wallin and Deputy Chief Conrad have completed training that outlines the process and qualifies them to be accreditation managers. Chief Wallin has conducted a peer team review of a similar fire department in Florida to gain valuable insight on the process.

The Department has completed a department level strategic plan, is developing a Community Risk Assessment/Standard of Cover that lists the community's vulnerabilities and how the department will respond to them, and is now prepared to complete a self-assessment of all departmental functions as required by CPSE.

The Fargo Fire Department has been accredited by CPSE since 2010. The West Fargo Fire Department has applied for accreditation and is undergoing peer team review. Sanford Ambulance and Red River Regional Dispatch Center are also similarly accredited by their respective bodies.

This accreditation process is listed in objective 1 of the Community Safety and Wellbeing section of the City of Moorhead Strategic Plan, 11/27/2023.

FINANCIAL CONSIDERATIONS:

CPSE will invoice the City of Moorhead \$7,660, based on our City population, for access to the SharePoint accreditation site, assignment of a Mentor, and support from CPSE Staff. In approximately 18 months, the City will incur the airfare, housing, and per diem costs for a peer review team site visit, totaling approximately \$6,000. Final costs to achieve accreditation will be the airfare, overtime, housing, and per diem for a delegation to attend a CPSE hearing for final confirmation of approximately \$4,000. Funding has been earmarked from the One-Time Public Safety funds awarded the City in 2023.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Jeff Wallin, Fire Chief

Attachments:

RESOLUTION

Resolution to enter into an agreement with the Center of Public Safety Excellence (CPSE) to Pursue Accreditation of the Fire Department

WHEREAS, on February 15, 2022, the Fire Department entered into Registered Agency status with CPSE for the purpose of exploring the accreditation process and determining if it would be beneficial to the City of Moorhead; and

WHEREAS, Chief Wallin and Deputy Chief Conrad have completed training that outlines the process and qualifies them to be accreditation managers. Chief Wallin has conducted a peer team review of a similar fire department in Florida to gain valuable insight on the process; and

WHEREAS, the Department has completed a department level strategic plan, is developing a Community Risk Assessment/Standard of Cover that lists the community's vulnerabilities and how the department will respond to them and is now prepared to complete a self-assessment of all departmental functions as required by CPSE; and

WHEREAS, the Fargo Fire Department has been accredited by CPSE since 2010. The West Fargo Fire Department has applied for accreditation and is undergoing peer team review. Sanford Ambulance and Red River Regional Dispatch Center are also similarly accredited by their respective bodies; and

WHEREAS, this accreditation process is listed in objective 1 of the Community Safety and Wellbeing section of the City of Moorhead Strategic Plan, 11/27/2023.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Mayor and City Manager are hereby authorized and directed to enter into an agreement with the Center of Public Safety Excellence (CPSE) to Pursue Accreditation of the Fire Department; and

BE IT FURTHER RESOLVED the financial considerations that CPSE will invoice the City of Moorhead \$7,660, based on our City population, for access to the SharePoint accreditation site, assignment of a Mentor, and support from CPSE Staff. In approximately 18 months, the City will incur the airfare, housing, and per diem costs for a peer review team site visit, totaling approximately \$6,000. Final costs to achieve accreditation will be the airfare, overtime, housing, and per diem for a delegation to attend a CPSE hearing for final confirmation of approximately \$4,000. Funding has been earmarked from the One-Time Public Safety funds awarded the City in 2023.

PASSED: February 10, 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

February 10, 2025

SUBJECT:

Resolution to Approve Agreement Relating to the 2024 Call for Art – Indigenous Sculpture

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve an agreement relating to the 2024 Call for Art - Indigenous Sculpture with artist Duane Goodwin.

BACKGROUND/KEY POINTS:

The City of Moorhead issued a Call for Art to consider proposals for a public art installation that embodies and celebrates the rich heritage of Indigenous People and their cultures in our region. The Call for Art was released in an effort to expand the proposed Moorhead Sculpture Walk while celebrating Moorhead's sesquicentennial.

This project is supported by the Onward Moorhead! Comprehensive Plan Goal 6.1 – Enhance Moorhead's visual appeal through public realm improvements, public art, and cultural activities and Goal 6.4 - Invest in placemaking and creating places where people want to gather, with a focus in the downtown and riverfront areas. Furthermore, proposals were required to fit within the goals and initiatives of the Downtown Plan and Moorhead Arts and Cultural Framework Plan.

In alignment with Moorhead's Public Art Policy, the Art(ist) Review Team (A.R.T.) convened to review and select a proposal. One application was received and is being recommended for funding:

Duane Goodwin, a Bemidji area resident who has designed and installed multiple sculptures throughout Minnesota, is proposing an "Anishinaabe Hunter Trapper" sculpture. The permanent sculpture would contain an Anishinaabe Hunter Trapper made of casted bronze mounted to a stone pedestal, approximately 5 ft in total height. Its location is planned for the public open grass area at 4th St and Center Avenue, located west of 403 Center Avenue.

The Moorhead Art and Culture Commission reviewed the proposal at their January 27, 2025 meeting and unanimously recommended approval. The Art and Culture Commission report is available at: www.cityofmoorhead.com/government/boards-commissions/art-culture-commission.

FINANCIAL CONSIDERATIONS:

The related Agreement will include terms and conditions relating to timeline and payments for the respective project. The total cost for the sculpture is \$20,850 which will be funded by the Public Art and Culture budget. The concrete base will be installed by the city through possible grant/donation funds or the River Corridor Capital Improvement budget.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Robin Huston, City Planner / Zoning Administrator
Ethan Johnk, Assistant City Planner

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve Agreement Relating to the 2024 Call for Art – Indigenous Sculpture

WHEREAS, the City Council approved the 2022 Onward Moorhead! Comprehensive Plan, which encourages enhancing Moorhead's visual appeal through public realm improvements, public art, and cultural activities and investment in placemaking and creating places where people want to gather, with a focus in the downtown and riverfront areas; and

WHEREAS, the City of Moorhead provides funding for art and culture projects through the Public Art and Culture budget; and

WHEREAS, the 2024 Call for Art – Indigenous Sculpture (Call) was published on September 18, 2024 and considered a submission from artist Duane Goodwin, which embodied and celebrated the rich heritage of Indigenous People and their cultures in our region; and

WHEREAS, the submission by and recommendation of artist Duane Goodwin was considered and unanimously approved by the Art(ist) Review Team (A.R.T.) and the Art and Culture Commission at their January 27, 2025 meeting.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized and directed to execute Agreements and Amendments with Duane Goodwin for the sculpture project noted herein.

PASSED: February 10, 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

February 10, 2024

SUBJECT:

Resolution to Make a Determination that an Environmental Impact Statement (EIS) is not required for the Moorhead Center Mall Redevelopment Project

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution that makes a determination that an Environmental Impact Statement (EIS) is not required for the Moorhead Center Mall Redevelopment Project and approve related Findings of Fact.

BACKGROUND/KEY POINTS:

At the [December 9, 2024 meeting](#), the City Council approved a draft Environmental Assessment Worksheet (EAW) for the Moorhead Center Mall Redevelopment Project. Part of the EAW process is to determine if an Environmental Impact Statement (EIS) is also required for the project after comments are received from a 30-day EAW public and agency comment period. An EIS provides further detailed information about the extent of potentially significant environmental impacts of a proposed project, how they may be avoided by presenting alternatives and identifies methods for reducing adverse environmental effects.

EAW comments were received from Minnesota Pollution Control Agency and the State Historic Preservation Office (attached), which will be addressed/incorporated into the permitting process and final design for the project but the comments did not identify any unmitigated environmental effects.

At their February 3, 2025 meeting, the Planning Commission recommended to the City Council that an EIS is not required because no unmitigated environmental effects have been identified for the project. The complete Planning Commission packet is available at: [City of Moorhead : Planning Commission](#)

The next step is for the City Council to make a determination that an EIS is not required because no unmitigated environmental effects have been identified for the Moorhead Center Mall Redevelopment Project and adopt related findings of fact.

FINANCIAL CONSIDERATIONS:

None

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Robin Huston, City Planner / Zoning Administrator



City Council Communication

February 10, 2024

Attachments: General Location Map
Draft Resolution with related Findings of Fact
Exhibit A - EAW Comments & Responses



General Location Map Moorhead Center Mall Redevelopment Project



RESOLUTION

Resolution to Make a Determination that an Environmental Impact Statement (EIS) is not required for the Moorhead Center Mall Redevelopment Project

WHEREAS, an Environmental Assessment Worksheet (EAW) is a document designed to lay out basic facts and environmental effects of a proposed project necessary to determine if an Environmental Impact Statement (EIS) is required for a proposed project, as provided for in Minnesota Rules Chapter 4410.1000; and

WHEREAS, the mandatory EAW requirement for the Moorhead Center Mall Redevelopment Project was triggered because the proposed project plans to incorporate mixed residential and commercial projects, and a portion of the project is located within 300 ft of the Red River; and

WHEREAS, after a 30-day EAW public and agency comment period, comments were received from Minnesota Pollution Control Agency and the State Historic Preservation Office (Exhibit A), which will be addressed/incorporated into the permitting process and final design for the project but the comments did not identify any unmitigated environmental effects; and

WHEREAS, at their February 3, 2025 meeting, the Planning Commission recommended to the City Council that an EIS is not required because no unmitigated environmental effects have been identified for the project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead makes the determination that an EIS is not required for the Moorhead Center Mall Redevelopment Project because no unmitigated environmental effects have been identified and adopts the attached Negative Environmental Impact Statement Declaration, Findings of Fact, Conclusions of Law and Order.

PASSED: February 10, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

City of Moorhead, Minnesota
NEGATIVE ENVIRONMENTAL IMPACT STATEMENT (EIS) DECLARATION

**In the Matter of the Decision of the Need
for an Environmental Impact Statement
for the Moorhead Center Mall
Redevelopment Project, in Clay County,
Minnesota.**

**FINDINGS OF FACT,
CONCLUSIONS OF LAW,
AND ORDER**

WHEREAS, the City of Moorhead acting as the local sponsor and RGU, adopted the following Negative Environmental Impact Statement Declaration, Findings of Fact, Conclusions of Law and Order in the matter of the decision of the need for an Environmental Impact Statement for the Moorhead Center Mall Redevelopment Project including 1) demolish the Moorhead Center Mall, 2) subdivide the property into a mixed-use, multi-story commercial and residential downtown property, and 3) expand the current stormwater system, utilities, and roadways.

FINDINGS OF FACT

- A. The City of Moorhead is proposing to demolish the Moorhead Center Mall and subdivide the property into several downtown mixed-use lots consisting of multistory buildings with commercial, residential and civic properties. The redevelopment will include the expansion of the current stormwater system, utilities, and roadways. The purpose of this project is to redevelop and revitalize the Moorhead Center Mall area in downtown Moorhead as a key step in Moorhead's future growth and diversification. The project will benefit the citizens of Moorhead and visitors by providing new commercial, retail, residential, and community spaces in the downtown area.
- B. The City of Moorhead developed a Downtown Moorhead Master Plan in 2020. The Plan looked at the existing downtown area and identified a need for additional commercial, residential, and community spaces. The Moorhead Center Mall area was envisioned as the primary catalyst for revitalization of the downtown area. It consisted of under-utilized commercial spaces and parking lots that provided prime opportunity for mixed-use redevelopment. Public engagement was an essential part of the master plan process and it consisted of a series of pop-up events, stakeholder listening sessions, online surveying and interactive mapping, and a large community workshop. The Plan concluded that a new gridded street and pedestrian network was necessary to support the redevelopment.
- C. In 2022 the City of Moorhead updated their Comprehensive Plan. The updated Plan incorporated the findings of the Downtown Master Plan, reinforcing the need for Moorhead Center Mall Redevelopment Project. The City then partnered with a development company to complete a conceptual site design of the redevelopment. This established the required commercial square footages, residential units, street and pedestrian networks, and community spaces for the area.
- D. As local sponsor, the City of Moorhead initiated environmental review, in accordance with Minnesota Rules 4410.4300 subp. 19, by the preparation of a mandatory Environmental Assessment Worksheet (EAW) to determine if the project had the potential for significant environmental effects.

- E. Houston Engineering Inc., on behalf of the City of Moorhead, prepared the EAW for the project in accordance with Minnesota Rules Chapter 4410.
- F. The EAW and supporting technical materials used in preparation of the EAW are incorporated by reference into this Record of Decision on the Determination of Need for an EIS.
- G. The EAW was filed with the Environmental Quality Board (EQB) and a notice of its availability was published in the EQB *Monitor* on December 17, 2024. A copy of the EAW was sent to all persons on the EQB Distribution List and to those persons requesting a copy. Press releases announcing the availability of the EAW were sent to the local newspaper and uploaded to the City of Moorhead website.
- H. The 30-day EAW public review and comment period began December 17, 2024, and ended January 16, 2025, pursuant to Minnesota Rules part 4410.1600.
- I. During the 30-day public review and comment period, the City of Moorhead received two (2) letters containing written comments. Comments were received from the following parties:
 - a. Kelly Gragg-Johnson, Environmental Review Program Specialist, State Historic Preservation Office, Minnesota Department of Administration.
 - b. Chris Green, Project Manager, Environmental Review Unit, Resource Management and Assistance Division, Minnesota Pollution Control Agency.
- J. Written comments received and Houston Engineering's responses, on behalf of the City of Moorhead, are compiled in **Appendix A** and incorporated by reference into this Record of Decision on the Determination of Need for an EIS.
- K. Responses provided by the SHPO and MPCA will be incorporated into the permitting process and final design for the Moorhead Center Mall Redevelopment Project, as applicable.
- L. The Rules of the Minnesota Environmental Quality Board set forth the following standards and criteria (Minnesota Rules part 4410.1700, subps. 6 and 7) to which the effects of a project are to be compared to determine whether it has the potential for significant environmental effects:
 - a. Type, extent and reversibility of the environmental effects;
 - b. Cumulative potential effects of related or anticipated future projects;
 - c. Extent to which the environmental effects are subject to mitigation by ongoing regulatory authority; and
 - d. The extent to which environmental effects can be anticipated and controlled as a result of other environmental studies undertaken by public agencies or the project proposer, including other EISs.
- M. Based on the information contained within the EAW and provided in written comments received and in the responses to those comments, the City of Moorhead has identified no un-mitigated environmental effects for the Moorhead Center Mall Redevelopment Project.

CONCLUSIONS OF LAW

1. City of Moorhead, which is the RGU for the project, has fulfilled the procedural requirements of law and rule applicable for the need of a mandatory EAW.
2. There are adequate and appropriate state and local regulations governing the activities of this project that will limit and control environmental effects, specifically the impacts to wetlands, public waters, and rare/natural resources.
3. It has been determined that the proposed project does not present a potential for environmental impacts of such significance that an EIS would be required.

ORDER

Based on the above Findings of Fact and Conclusions and the entire record of this matter:

The City of Moorhead's Planning Commission and City Council hereby makes a Negative Declaration on the need for an Environmental Impact Statement; an EIS is not required for the Moorhead Center Mall Redevelopment Project in Moorhead, Clay County, Minnesota.

Any Findings that might properly be termed Conclusions and any Conclusions that might properly be termed Findings are hereby adopted as such.

Dated this 10th day of February 2025

Attest:

City of Moorhead

Christina Rust
City Clerk

Michelle (Shelly) A. Carlson
Mayor

Dan Mahli
City Manager

Appendix A

MOORHEAD CENTER MALL REDEVELOPMENT PROJECT MOORHEAD, MN EAW COMMENTS/RESPONSES

COMMENT ID	PUBLIC COMMENT/ AGENCY REVIEW	Comment Topic	ORIGINAL REVIEW COMMENT	RESPONSE
1	SHPO	General	Based on a review of available information, including the map and chronological documentation regarding previous uses of the site prior to the urban renewal project in the 1970s which cleared structures and constructed the mall and city hall building, we conclude that the site has the potential to contain significant archaeological sites that have not been documented and may be associated with the early settlement of Moorhead.	Comment Noted. The City of Moorhead will follow all archaeological and cultural resources requirements as it is described in the project permit conditions.
2	SHPO	General	We recommend that a professional archaeologist prepare a monitoring and unanticipated discovery plan and monitor the ground disturbance as part of demolition and subsequent new construction.	Comment Noted. As mentioned previously, the City of Moorhead will follow all archaeological and cultural resources requirements as it is described in the project permit conditions.
3	SHPO	General	Any archaeological monitoring and unanticipated discovery plan must meet the requirements of the Secretary of the Interior's Standards for Identification and Evaluation and should include procedures for evaluation of National Register eligibility for any properties that are identified during monitoring.	Comment Noted.
4	SHPO	General	Please note that this comment letter does not address the requirements of Section 106 of the National Historic Preservation Act of 1966 and 36 CFR § 800. If this project is considered for federal financial assistance, or requires a federal permit or license, then review and consultation with our office will need to be initiated by the lead federal agency.	Comment Noted. The City of Moorhead will follow Federal and State Rules to ensure that the project meets all requirements.
5	MPCA	General	The Project consists of The City of Moorhead demolishing the Moorhead Center Mall and subdivide the property into several downtown mixed-use lots consisting of multistory buildings with commercial, residential, and civic properties. Additionally, this will require the expansion of the current stormwater system, utilities, and roadways. Regarding matters for which the Minnesota Pollution Control Agency (MPCA) has regulatory responsibility and other interests, the MPCA staff has no comments.	Comment Noted.

January 13, 2025

Robin Huston
City Planner/Zoning Administrator
City of Moorhead
robin.huston@moorheadmn.gov

RE: EAW – Moorhead Center Mall Redevelopment Project
Moorhead, Clay County
SHPO Number: 2025-0287

Dear Robin Huston:

Thank you for providing this office with a copy of the Environmental Assessment Worksheet (EAW) for the above-referenced project.

Based on a review of available information, including the map and chronological documentation regarding previous uses of the site prior to the urban renewal project in the 1970s which cleared structures and constructed the mall and city hall building, we conclude that the site has the potential to contain significant archaeological sites that have not been documented and may be associated with the early settlement of Moorhead. As a result, we recommend that a professional archaeologist prepare a monitoring and unanticipated discovery plan and monitor the ground disturbance as part of demolition and subsequent new construction. Any archaeological monitoring and unanticipated discovery plan must meet the requirements of the Secretary of the Interior's Standards for Identification and Evaluation and should include procedures for evaluation of National Register eligibility for any properties that are identified during monitoring.

Please note that this comment letter does not address the requirements of Section 106 of the National Historic Preservation Act of 1966 and 36 CFR § 800. If this project is considered for federal financial assistance, or requires a federal permit or license, then review and consultation with our office will need to be initiated by the lead federal agency. Be advised that comments and recommendations provided by our office for this state-level review may differ from findings and determinations made by the federal agency as part of review and consultation under Section 106.

If you have any general questions regarding our review of this project, please contact me at 651-201-3285 or kelly.graggjohnson@state.mn.us. For questions regarding archaeology, please contact Lucy Harrington, Environmental Review Archaeologist, at 651-201-3283 or lucy.harrington@state.mn.us.

Sincerely,

Kelly Gragg-Johnson

Kelly Gragg-Johnson
Environmental Review Program Specialist

MINNESOTA STATE HISTORIC PRESERVATION OFFICE

50 Sherburne Avenue ■ Administration Building 203 ■ Saint Paul, Minnesota 55155 ■ 651-201-3287
mn.gov/admin/shpo ■ mnsupo@state.mn.us

AN EQUAL OPPORTUNITY AND SERVICE PROVIDER
Agenda Item 13.B.

January 9, 2025

Robin Huston
City of Moorhead
403 Center Avenue
Moorhead, Minnesota 56560
robin.huston@moorheadmn.gov

RE: Moorhead Center Mall Redevelopment Project – Environmental Assessment Worksheet

Dear Robin Huston:

Thank you for the opportunity to review and comment on the Environmental Assessment Worksheet (EAW) for the Moorhead Center Mall Redevelopment Project (Project) located in Clay County, Minnesota. The Project consists of The City of Moorhead demolishing the Moorhead Center Mall and subdivide the property into several downtown mixed-use lots consisting of multistory buildings with commercial, residential, and civic properties. Additionally, this will require the expansion of the current stormwater system, utilities, and roadways. Regarding matters for which the Minnesota Pollution Control Agency (MPCA) has regulatory responsibility and other interests, the MPCA staff has no comments.

We appreciate the opportunity to review this Project. Please be aware that this letter does not constitute approval by the MPCA of any or all elements of the Project for the purpose of pending or future permit actions by the MPCA. Ultimately, it is the responsibility of the Project proposer to secure any required permits and to comply with any requisite permit conditions. If you have any questions concerning our review of this EAW, please contact me by email at Chris.Green@state.mn.us or by telephone at 507-476-4258.

Sincerely,

Chris Green

This document has been electronically signed.

Chris Green, Project Manager
Environmental Review Unit
Resource Management and Assistance Division

CG:rs

Attachment

cc: Dan Card, MPCA (w/ attachment)
Scott Schroeder, MPCA (w/ attachment)
Molly Costin, MPCA (w/ attachment)

Robin Huston
Page 2
January 9, 2025

Nicole Peterson, MPCA (w/ attachment)
Lauren Dickerson, MPCA (w/ attachment)
Innocent Eyoh, MPCA (w/ attachment)
Deepa deAlwis, MPCA (w/ attachment)
Mike Rafferty, MPCA (w/ attachment)



City Council Communication

February 10, 2025

SUBJECT:

Resolution to Approve Vacation of Right of Way within the proposed Moorhead Downtown Addition

RECOMMENDATION:

The Mayor and City Council are asked to consider a vacation of right of way within the proposed Moorhead Downtown Addition.

BACKGROUND/KEY POINTS:

The request is a final piece of legal cleanup for the proposed Moorhead Center Mall Redevelopment Project and proposed Moorhead Downtown Addition.

The vacation would vacate all pre- and post-urban renewal right of way within the southwest corner of the proposed Moorhead Downtown Addition, including streets, avenues, alleyways and other public ways.

The Moorhead Planning Commission considered the request at their February 3, 2025 meeting and unanimously recommended approval with no public comment. The complete Planning Commission packet is available at: [City of Moorhead : Planning Commission](#)

FINANCIAL CONSIDERATIONS:

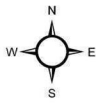
Not Applicable

Voting Requirements: Majority of Quorum

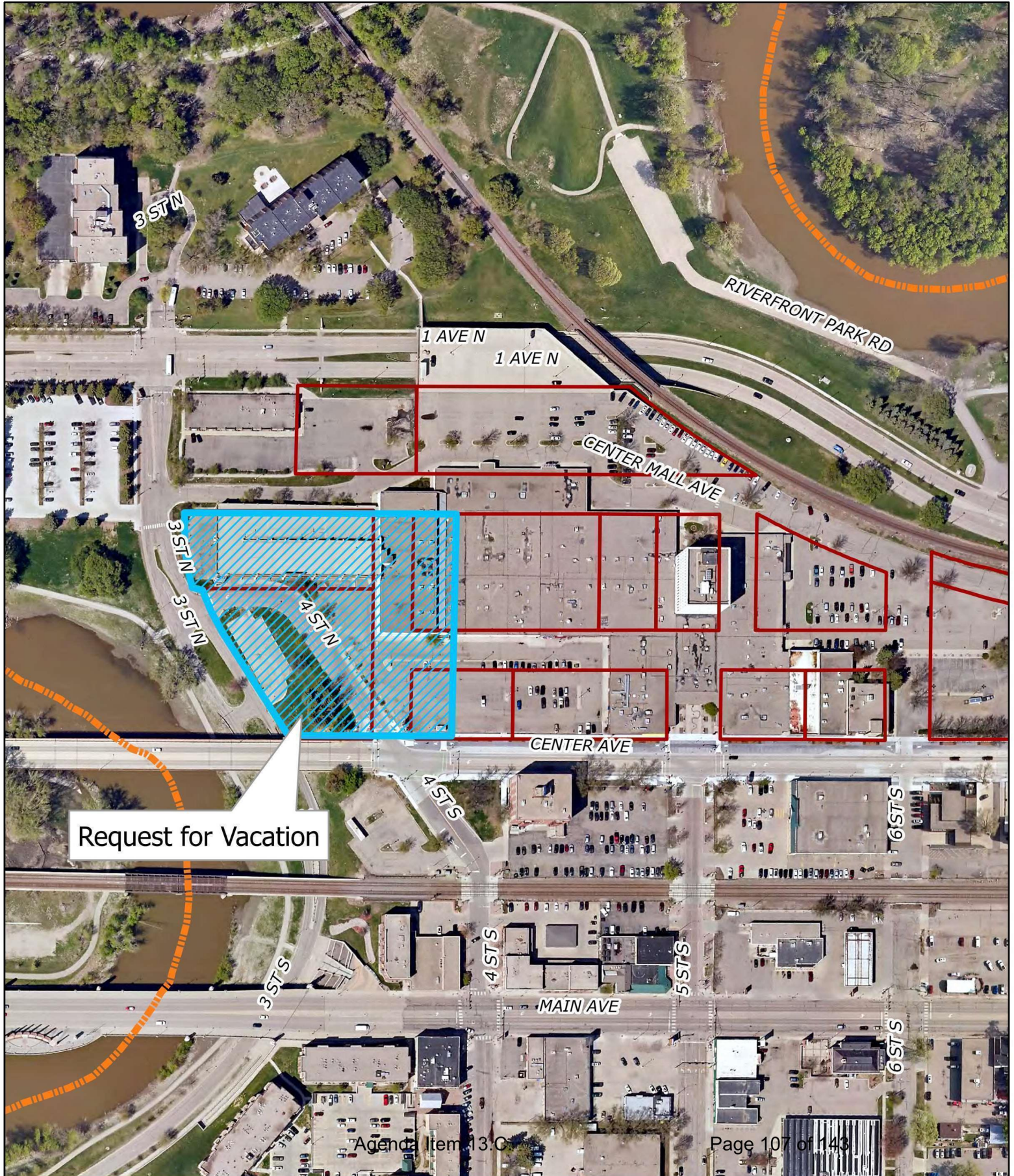
Submitted By:

Dan Mahli, City Manager
Robin Huston, City Planner / Zoning Administrator
Ethan Johnk, Assistant City Planner

Attachments: General Location Map
Draft Resolution with Findings of Fact



General Location Map Vacation of Right of Way Moorhead Downtown Addition



RESOLUTION

Resolution to Approve Vacation of Right of Way within the proposed Moorhead Downtown Addition

WHEREAS, the City of Moorhead has requested a vacation of right of way within the proposed Moorhead Downtown Addition, described as follows:

Part of the Original Townsite of the City of Moorhead; part of the Subdivision of Block A - White's 3rd Addition to Moorhead; and part of Moorhead Auditor's Outlots E-1, F-1, and J-1, all in the City of Moorhead, Clay County, Minnesota, and all being more particularly described as follows:

COMMENCING at the southwest corner of Block 46, said Original Townsite; thence North 89°39'46" West, along the southerly line as extended west of said Block 46 and along the southerly line and the southerly line as extended west of Block 48, said Original Townsite, for a distance of 462.39 feet to the southeast corner of Block 50, said Original Townsite, and the TRUE POINT OF BEGINNING; thence continue North 89°39'46" West, along the southerly line and the southerly line as extended west of said Block 50, for a distance of 295.54 feet; thence North 33°22'11" West for a distance of 209.50 feet to a point of tangential curve, concave northeasterly, radius 385.91 feet; thence northwesterly, along said curve to the right, for a distance of 100.73 feet, through a central angle of 14°57'20", chord bearing North 25°53'31" West; thence North 89°39'46" West for a distance of 15.81 feet; to a non-tangential point of curve, concave easterly, radius 400.91 feet; thence northwesterly, along said curve to the right, for a distance of 126.45 feet, through a central angle of 18°04'19", chord bearing North 08°39'07" West; thence North 00°23'03" East for a distance of 13.73 feet; thence South 89°39'46" East for a distance of 490.96 feet to a point of intersection with the easterly line as extended north of said Block 50; thence South 00°14'09" West, along the easterly line as extended north and along the easterly line of said Block 50, for a distance of 402.50 feet to the TRUE POINT OF BEGINNING; and

WHEREAS, a public hearing to consider the vacation request was held on February 3, 2025 before the Moorhead Planning Commission following public notice as required by law and all interested and affected persons were given an opportunity to voice their concerns; and

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

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

- A. The proposed action has been considered in relation to the specific policies and provisions of, and has been found to be consistent with, the official City Comprehensive Plan and with the purpose of the zoning district in which the applicant intends to locate the proposed use.
 - The proposed vacation is consistent with the 2022 Comprehensive Plan and Zoning Code.
- B. The proposed vacation request is compatible with the present and future uses of the area.
 - The proposed vacation will not be detrimental to traffic, circulation, access, emergency services, or utilities facilities.

- C. The proposed action will benefit the public interest.
- The proposed vacation will accommodate redevelopment within downtown.
- D. The proposed action has been considered in relation to City Charter, City Code and MN State Statutes and Rules and has been found consistent with said regulations.

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

Part of the Original Townsite of the City of Moorhead; part of the Subdivision of Block A - White's 3rd Addition to Moorhead; and part of Moorhead Auditor's Outlots E-1, F-1, and J-1, all in the City of Moorhead, Clay County, Minnesota, and all being more particularly described as follows:

COMMENCING at the southwest corner of Block 46, said Original Townsite; thence North 89°39'46" West, along the southerly line as extended west of said Block 46 and along the southerly line and the southerly line as extended west of Block 48, said Original Townsite, for a distance of 462.39 feet to the southeast corner of Block 50, said Original Townsite, and the TRUE POINT OF BEGINNING; thence continue North 89°39'46" West, along the southerly line and the southerly line as extended west of said Block 50, for a distance of 295.54 feet; thence North 33°22'11" West for a distance of 209.50 feet to a point of tangential curve, concave northeasterly, radius 385.91 feet; thence northwesterly, along said curve to the right, for a distance of 100.73 feet, through a central angle of 14°57'20", chord bearing North 25°53'31" West; thence North 89°39'46" West for a distance of 15.81 feet; to a non-tangential point of curve, concave easterly, radius 400.91 feet; thence northwesterly, along said curve to the right, for a distance of 126.45 feet, through a central angle of 18°04'19", chord bearing North 08°39'07" West; thence North 00°23'03" East for a distance of 13.73 feet; thence South 89°39'46" East for a distance of 490.96 feet to a point of intersection with the easterly line as extended north of said Block 50; thence South 00°14'09" West, along the easterly line as extended north and along the easterly line of said Block 50, for a distance of 402.50 feet to the TRUE POINT OF BEGINNING.

contingent upon the following conditions:

1. Owner/applicant will be responsible for rerouting of existing utilities/reestablishing easements or must provide additional easements, if needed.
2. Owner/applicant to receive all required federal, state and local permits.

PASSED: February 10, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

EXHIBIT A

Right of Way Vacation Moorhead Planning Commission Findings of Fact

REQUEST: Vacation of right of way (streets, avenues, alleyways, and any other public ways) within the southwest corner of the proposed Moorhead Downtown Addition

LOCATION: Part of Block 50 of the Original Townsite of the City of Moorhead; part of Subdivision of Block A – White's 3rd Addition to Moorhead; and part of Moorhead Auditor's Outlots E-1, F-1, and J-1 (within proposed Block 4 of Moorhead Downtown Addition), all in the City of Moorhead, Minnesota

OWNER/APPLICANT: City of Moorhead

FILE NO: 25P001

WHEREAS, the Moorhead Planning Commission received a full and complete application for Vacation of right of way (streets, avenues, alleyways, and any other public ways) within the southwest corner of the proposed Moorhead Downtown Addition, described as:

Part of the Original Townsite of the City of Moorhead; part of the Subdivision of Block A - White's 3rd Addition to Moorhead; and part of Moorhead Auditor's Outlots E-1, F-1, and J-1, all in the City of Moorhead, Clay County, Minnesota, and all being more particularly described as follows:

COMMENCING at the southwest corner of Block 46, said Original Townsite; thence North 89°39'46" West, along the southerly line as extended west of said Block 46 and along the southerly line and the southerly line as extended west of Block 48, said Original Townsite, for a distance of 462.39 feet to the southeast corner of Block 50, said Original Townsite, and the TRUE POINT OF BEGINNING; thence continue North 89°39'46" West, along the southerly line and the southerly line as extended west of said Block 50, for a distance of 295.54 feet; thence North 33°22'11" West for a distance of 209.50 feet to a point of tangential curve, concave northeasterly, radius 385.91 feet; thence northwesterly, along said curve to the right, for a distance of 100.73 feet, through a central angle of 14°57'20", chord bearing North 25°53'31" West; thence North 89°39'46" West for a distance of 15.81 feet; to a non-tangential point of curve, concave easterly, radius 400.91 feet; thence northwesterly, along said curve to the right, for a distance of 126.45 feet, through a central angle of 18°04'19", chord bearing North 08°39'07" West; thence North 00°23'03" East for a distance of 13.73 feet; thence South 89°39'46" East for a distance of 490.96 feet to a point of intersection with the easterly line as extended north of said Block 50; thence South 00°14'09" West, along the easterly line as extended north and along the easterly line of said Block 50, for a distance of 402.50 feet to the TRUE POINT OF BEGINNING.; and

WHEREAS, the vacation will clean up title work for downtown redevelopment; and

WHEREAS, the Moorhead Planning Commission held a public hearing on the aforementioned request on February 3, 2025; and

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

Findings of Fact

- A full and complete application was filed by City of Moorhead, received on January 13, 2025 (herein referred to as "Application") seeking a Vacation of right of way (streets, avenues, alleyways, and any other public ways) within the southwest corner of the proposed Moorhead Downtown Addition, legally described as:

Part of the Original Townsite of the City of Moorhead; part of the Subdivision of Block A - White's 3rd Addition to Moorhead; and part of Moorhead Auditor's Outlots E-1, F-1, and J-1, all in the City of Moorhead, Clay County, Minnesota, and all being more particularly described as follows:

COMMENCING at the southwest corner of Block 46, said Original Townsite; thence North 89°39'46" West, along the southerly line as extended west of said Block 46 and along the southerly line and the southerly line as extended west of Block 48, said Original Townsite, for a distance of 462.39 feet to the southeast corner of Block 50, said Original Townsite, and the TRUE POINT OF BEGINNING; thence continue North 89°39'46" West, along the southerly line and the southerly line as extended west of said Block 50, for a distance of 295.54 feet; thence North 33°22'11" West for a distance of 209.50 feet to a point of tangential curve, concave northeasterly, radius 385.91 feet; thence northwesterly, along said curve to the right, for a distance of 100.73 feet, through a central angle of 14°57'20", chord bearing North 25°53'31" West; thence North 89°39'46" West for a distance of 15.81 feet; to a non-tangential point of curve, concave easterly, radius 400.91 feet; thence northwesterly, along said curve to the right, for a distance of 126.45 feet, through a central angle of 18°04'19", chord bearing North 08°39'07" West; thence North 00°23'03" East for a distance of 13.73 feet; thence South 89°39'46" East for a distance of 490.96 feet to a point of intersection with the easterly line as extended north of said Block 50; thence South 00°14'09" West, along the easterly line as extended north and along the easterly line of said Block 50, for a distance of 402.50 feet to the TRUE POINT OF BEGINNING; and

- The request will clean up title work for downtown redevelopment.
- A public hearing was held by the Planning Commission on February 3, 2025 on the application allowing all interested persons an opportunity to speak, full and complete record of which is detailed in the minutes of the Moorhead Planning Commission.
- The request has been found consistent with the following considerations:
 - A. The proposed action has been considered in relation to the specific policies and provisions of, and has been found to be consistent with, the official City Comprehensive Plan and with the purpose of the zoning district in which the applicant intends to locate the proposed use.
 - The proposed vacation is consistent with the 2022 Comprehensive Plan and Zoning Code.
 - B. The proposed vacation request is compatible with the present and future uses of the area.
 - The proposed vacation will not be detrimental to traffic, circulation, access, emergency services, or utilities facilities.
 - C. The proposed action will benefit the public interest.
 - The proposed vacation will accommodate redevelopment within downtown. The proposed action has been considered in relation to City Charter, City Code and MN State Statutes and Rules and has been found consistent with said regulations.

NOW, THEREFORE, BE IT RESOLVED by the Moorhead Planning Commission that based upon the above Findings of Fact, the request of City of Moorhead for Vacation of right of way (streets, avenues, alleyways, and any other public ways) within the southwest corner of the proposed Moorhead Downtown Addition, legally described as:

Part of the Original Townsite of the City of Moorhead; part of the Subdivision of Block A - White's 3rd Addition to Moorhead; and part of Moorhead-Auditor's Outlots E-1, F-1, and J-1, all in the City of Moorhead, Clay County, Minnesota, and all being more particularly described as follows:

COMMENCING at the southwest corner of Block 46, said Original Townsite; thence North 89°39'46" West, along the southerly line as extended west of said Block 46 and along the southerly line and the southerly line as extended west of Block 48, said Original Townsite, for a distance of 462.39 feet to the southeast corner of Block 50, said Original Townsite, and the TRUE POINT OF BEGINNING; thence continue North 89°39'46" West, along the southerly line and the southerly line as extended west of said Block 50, for a distance of 295.54 feet; thence North 33°22'11" West for a distance of 209.50 feet to a point of tangential curve, concave northeasterly, radius 385.91 feet; thence northwesterly, along said curve to the right, for a distance of 100.73 feet, through a central angle of 14°57'20", chord bearing North 25°53'31" West; thence North 89°39'46" West for a distance of 15.81 feet; to a non-tangential point of curve, concave easterly, radius 400.91 feet; thence northwesterly, along said curve to the right, for a distance of 126.45 feet, through

a central angle of 18°04'19", chord bearing North 08°39'07" West; thence North 00°23'03" East for a distance of 13.73 feet; thence South 89°39'46" East for a distance of 490.96 feet to a point of intersection with the easterly line as extended north of said Block 50; thence South 00°14'09" West, along the easterly line as extended north and along the easterly line of said Block 50, for a distance of 402.50 feet to the TRUE POINT OF BEGINNING.

is hereby approved contingent upon:

1. The City will continue to work with utility companies for rerouting of existing utilities based on the new plat configuration.
2. Owner/applicant to receive all required federal, state and local permits.

PASSED by the Moorhead Planning Commission this 3rd day of February, 2025.


Vice Chair Brent Behm
Moorhead Planning Commission


Attest: Robin Huston,
City Planner/Zoning Administrator



City Council Communication

February 10, 2025

SUBJECT:

First Reading of Ordinance 2025-01: An Ordinance to Amend and Reenact Moorhead City Code, Title 10, Chapter 15, Mixed Use Districts, Title 10, Chapter 13, Commercial Districts, Title 10, Chapter 22, Signs and Repeal Title 10, Chapter 13, Article B, RC: Regional Commercial.

RECOMMENDATION:

The Mayor and City Council are asked to consider an Ordinance to Amend and Reenact Moorhead City Code, Title 10, Chapter 15, Mixed Use Districts, Title 10, Chapter 13, Commercial Districts, Title 10, Chapter 22, Signs and Repeal Title 10, Chapter 13, Article B, RC: Regional Commercial.

BACKGROUND/KEY POINTS:

As with the recent changes made to Residential, Mixed Use (primarily MU-1 & MU-2) and Neighborhood Commercial Zoning Districts, the next step in the Onward Moorhead! Comprehensive Plan implementation process is to make additional complimentary zoning code updates to Signs, Mixed Use, Community Commercial and Regional Commercial Districts.

The main purposes of the changes will be to modernize, simplify and clarify code language and make corresponding changes with other recent zoning changes.

Highlighted proposed changes to these chapters are as follows:

1. Rewrote MU-3: Commercial Mixed Use to coordinate with other mixed use changes and to acknowledge this district's adjacency to MU-1: Downtown Center Mixed Use.
2. Creation of MU-4: Gateway Mixed Use for commercial areas along Gateway Overlay District corridors (8th St S/Hwy 75 S, 34th St, Main Ave SE, I-94, Hwy 75 N), which will replace RC: Regional Commercial, once meant for big box stores with massive parking lots:
 - reduces setbacks by 50%
 - increased design standards
 - limits outdoor storage in Gateway areas
3. Clarified that our existing breweries will continue to be able to "produce" cannabis or low potency edibles on site. This type of production involves adding 3rd party THC emulsion to their existing beer batches and does not involve the additional smell or noise of other cannabis or hemp production, which is only permitted in the industrial zones.
4. Modernize and clarify problem areas in the sign code as they relate to dynamic display (aka electronic motion) on premise signs and dynamic display and static off premise signs (or billboards) adjacent to residential uses:
 - changed setback language from "residential zoning districts" to "residential uses" to protect existing residential from large commercial signage.



City Council Communication

February 10, 2025

-reduced sign area permitted along Highway 10 and Main Ave SE. Previous code permitted billboards up to 750 sf.; this size will now only be permitted along I-94.

5. Removed “cold storage” warehouse uses from CC: Community Commercial and Gateway Corridors. Self-storage remains permitted by Conditional Use Permit.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Robin Huston, City Planner / Zoning Administrator

Attachments: Draft Ordinance 2025-01

ORDINANCE 2025-01

AN ORDINANCE TO AMEND AND REENACT TITLE 10, CHAPTER 15, MIXED USE DISTRICTS, TITLE 10, CHAPTER 13, COMMERCIAL DISTRICTS, TITLE 10, CHAPTER 22, SIGNS AND REPEAL TITLE 10, CHAPTER 13, ARTICLE B, RC: REGIONAL COMMERCIAL OF THE MOORHEAD CITY CODE

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

NEW

DELETE

SECTION 1. Title 10, Chapter 15, **Mixed Use Zones** of the Moorhead Municipal Code is hereby amended and reenacted to read as follows (unchanged portions of this chapter have been omitted from the text below):

...

TITLE 10, CHAPTER 15, ARTICLE C. MU-3 COMMERCIAL MIXED USE DISTRICT

10-15C-1: PURPOSE:

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)

10-15C-2: PERMITTED USES:

See the use table in section [10-18-1](#) of this title for a comprehensive listing of permitted uses. (Ord. 2012-2, 2-27-2012)

10-15C-3: ACCESSORY USES:

The following are permitted accessory uses in an MU-3 district:

All accessory uses as permitted in the MU-1 downtown mixed use district.

Buildings, structures or uses accessory to the principal use and limited to not more than thirty percent (30%) of the gross floor space of the principal use. (Ord. 2012-2, 2-27-2012)

10-15C-4: PROVISIONAL USES:

See the use table in section [10-18-1](#) of this title for a comprehensive listing of provisional uses. Provisional uses are permitted as long as they meet the provisions outlined in section [10-18-2](#) of this title. (Ord. 2012-2, 2-27-2012)

10-15C-5: CONDITIONAL USES:

See the use table in section [10-18-1](#) of this title for a comprehensive listing of conditional uses. Conditional uses are allowed as long as they meet the criteria outlined in chapter 4 and section [10-18-2](#) of this title. (Ord. 2012-2, 2-27-2012)

10-15C-6: PROHIBITED USES:

The following uses are expressly prohibited uses in the MU-3 commercial mixed use district:

Adult uses.

New single-family detached homes and two-family or twin homes.

Any use not specifically identified in the use table in section [10-18-1](#) of this title as permitted (P), provisional (PU) or conditional (CU) or that are not deemed consistent with the intent of the comprehensive plan or the purpose of this title as determined by the city planning and zoning administrator. (Ord. 2013-11, 7-22-2013)

10-15C-7: LOT REQUIREMENTS, SETBACKS AND BULK STANDARDS:

There are no restrictions on lot area or lot width in the MU-3 district. Setback requirements and bulk standards are as follows:

—A. Building setbacks:

—1. Front yard: Five feet (5').

—a. "Front yard" in the MU-3 district shall be defined as that side of the lot adjacent to First Avenue, Main Avenue, or Center Avenue. If the lot is not adjacent to First Avenue, Main Avenue or Center Avenue, "front yard" shall be defined as the boundary abutting a public right of way having the least width.

—2. Interior side yard:

- a. When abutting a low density zoning district: Five feet (5').
- b. When not abutting a low density zoning district: Zero feet (0').
- 3. Common wall of attached buildings: Zero feet (0').
- 4. Street side yard: Five feet (5').
- 5. Rear yard: Ten feet (10').
- a. Exception: Rear yard setback may be reduced to zero feet (0') if the rear yard of the property is:
 - (1) Adjacent to a property zoned commercial or mixed use, or
 - (2) A public street or alley separates the property from an adjacent residential zoning district.
- B. Accessory buildings: As governed by section [10-18-3](#) of this title. (Ord. 2013-11, 7-22-2013)

10-15C-8: BUILDING HEIGHT:

The following regulations shall be enforced relative to building heights in the MU-3 district:

- A. If located less than one hundred fifty feet (150') from a principal residential structure in a residential low density – 1, residential low density – 2 or residential low density – 3 zoning district, building height shall be limited to thirty five feet (35').
- B. If located one hundred fifty feet (150') or more from a principal residential structure in a residential low density – 1, residential low density – 2 or residential low density – 3 zoning district, the maximum building height is forty five feet (45') if the following elements are met:
 - 1. All exterior walls must have equal design consideration to include materials, color, articulation and general aesthetics.
 - 2. Building elevations that face a public street shall have either fifteen percent (15%) of the wall facing the street consist of windows and/or entrance areas or include other design elements, as approved by the zoning administrator. Building height may be increased with a conditional use permit, except where adjacent to existing residential zoning districts. (Ord. 2013-11, 7-22-2013)

10-15C-9: SPECIAL PROVISIONS:

The following special provisions apply to the MU-3 district:

- A. Architectural Design:
 - 1. The exterior front entrance wall of the building facing the public right of way shall be comprised of at least thirty percent (30%) building materials other than steel, vinyl and fiberglass. In lieu of this requirement, the planning commission may approve plans for buildings that utilize materials and design elements in unique ways and that do not incorporate the thirty percent (30%) building materials requirement. Building elevations shall be submitted for planning commission review. To appeal the decision of the planning commission to the city council, a written notice of appeal must be filed with the city within fifteen (15) days of the decision of the planning commission.
 - 2. The following architectural standards are encouraged to be incorporated into the building design:
 - a. Vertical architectural features may be incorporated so that the maximum uninterrupted building wall is fifty feet (50') measured horizontally. Vertical features may include, but are not limited to, protruding columns, recessed reveals, building massing setbacks, or changes in color, material, or texture.
 - b. Horizontal architectural features may be incorporated so that the maximum uninterrupted building wall is thirty feet (30') (or 3 stories) measured vertically. Horizontal features may include, but are not limited to, building massing setbacks, awnings, canopies, balconies, moldings, or changes in color, material, or texture.
- B. Pedestrian Connectivity: Developments should establish a sidewalk connection to adjacent blocks. Where parking lots are located to serve several development projects, sidewalk connections should be made to provide connections between parking areas and shared uses.
- C. Parking: The off street parking regulation in chapter 20 of this title may be reduced by submitting a plan to the city planner documenting the estimated parking demand for the proposed use, parking reduction request, alternative parking options that will be integrated (such as shared parking facilities, bicycle parking spaces, or other parking options) and consistency with the purpose of this article.
- D. Landscaping:
 - 1. Minimum plant units: One tree per twenty five feet (25') of street frontage or a hedge, railing or wall with a maximum height of two feet six inches (2'6") or combination thereof is encouraged to be used to screen parking lots from adjacent sidewalks or streets. If utilized, such hedge, railing or wall shall provide a break so as to facilitate pedestrian access to adjacent sidewalks/uses at least every twenty five feet (25').
 - 2. For front, side, or rear yard parking lots which directly abut the property line of a residentially zoned lot, there shall be a minimum ten foot (10') impervious surface setback between the parking lot and property line to accommodate landscaping, berming, a hedge, railing or wall, alternative buffer or combination thereof to provide a sufficient buffer between the parking lots which abut the property line of the residentially zoned lot. (Ord. 2012-2, 2-27-2012)

10-15C-1: PURPOSE:

The purpose of the MU-3 district is to create a flexible approach to land use for mixed residential and commercial development. The MU-3 district encourages a scale of development that maintains the character and integrity of adjacent residential neighborhoods and the Downtown Center.

10-15C-2: PERMITTED USES:

See use table in 10-18-1.

10-15C-3: ACCESSORY USES:

The following are permitted accessory uses in the MU-3 district:

Buildings, structures or uses accessory to the principal use and limited to not more than thirty percent (30%) of the gross floor space of the principal use.

Private garages, parking spaces and carports. Private garages, parking spaces and carports are to be used for storing of private passenger vehicles belonging to residents and/or employees on the premises, and shall not be used to conduct commercial business, service or industry.

10-15C-4: PROVISIONAL USES:

See use table in 10-18-1. Provisional uses are permitted as long as they meet the provisions outlined in chapter 6 and 10-18-2.

10-15C-5: CONDITIONAL USES:

See use table in 10-18-1. Conditional uses are permitted as long as they meet the criteria outlined in chapter 4 and 10-18-2, and any additional conditions required by the city council.

10-15C-6: PROHIBITED USES:

The following are prohibited uses in the MU-3 district:

Adult use.

Outdoor storage (does not include sales displays).

Also see use table in 10-18-1. Any use not specifically identified in the use table in 10-18-1 as permitted (P), provisional (PU) or conditional (CU) or that are not deemed consistent with the intent of the comprehensive plan or the purpose of this title, are not permitted, as determined by the zoning administrator.

10-15C-7: SITE REQUIREMENTS:

The following minimum requirements shall be observed in the MU-3 district subject to additional requirements, exceptions and modifications set forth in this title:

- A. Lot Area: None.
- B. Lot Width: None.
- C. Building Setbacks:
 - 1. Front yard: Ten feet (10').
 - 2. Interior side yard: Ten feet (10').
 - 3. Common wall: Zero feet (0').
 - 4. Street side yard: Ten feet (10')
 - 5. Rear yard: Ten feet (10').

6. Outdoor sales displays: None.

7. Accessory buildings: See 10-18-3.

D. Maximum Building Height:

a. Principal building:

i. If structure is within one hundred fifty feet (150') of a single or two-family residential structure: Forty-five feet (45') (measured by a straight line structure to structure).

ii. If structure is more than one hundred fifty feet (150') of a single or two-family residential structure: Fifty-five feet (55') (measured by a straight line structure to structure).

b. Accessory buildings: See 10-18-3.

E. Parking and Loading Spaces: See chapters 20 and 21. The off-street parking regulations in chapter 20 may be reduced by submitting a plan to the zoning administrator documenting the estimated parking demand for the proposed use, parking reduction request, alternative parking options that will be integrated (e.g., shared parking facilities, bicycle parking, or other parking options) and consistency with the purpose of this chapter.

F. Landscaping, screening and buffering: See chapter 19.

G. Lighting: Shall be directed downward, inward and away from public right of way and adjoining uses, consistent with 10-19-19.

H. Pedestrian Access: Identifiable and safe pedestrian walkways within the site recommended to interconnect front doors of establishments to transit stops and/or public sidewalks.

Developments should also establish a sidewalk connection to adjacent blocks and between parking areas and adjacent uses.

I. Refuse and recycling storage: See chapter 19.

10-15C-8: DESIGN AND CONSTRUCTION:

Buildings and sites in the MU-3 district shall address the following:

A. Architectural Design:

1. Main entrances and corner uses shall be emphasized by lighting or architectural enhancements.

2. Street level transparency: Building fronts abutting public sidewalks or streets shall contain a minimum of twenty five percent (25%) nonopaque surfaces such as windows, doors, and other transparent elements to allow sight lines into store fronts. Calculations shall be based on the linear footage of the ground floor.

a. Existing buildings to which interior renovations or structural improvements are proposed shall be excluded from this requirement only if they do not already meet the twenty five percent (25%) transparency requirement. In those cases, the transparency requirement shall meet or exceed the percentage of ground floor transparency provided by the existing structure.

3. All exterior walls must have equal design consideration to include materials, color, articulation and general aesthetics.

4. Walls of the building facing or abutting public sidewalks or streets shall be comprised of at least thirty percent (30%) building materials other than steel, vinyl and fiberglass.
5. Vertical architectural features may be incorporated so that the maximum uninterrupted building wall is fifty feet (50') measured horizontally. Vertical features may include, but are not limited to:
 - a. Projections or recesses, windows, public art, building massing setbacks, or changes in color, material, or texture.
6. Horizontal architectural features may be incorporated so that the maximum uninterrupted building wall is thirty feet (30') (or 3 stories) measured vertically. Horizontal features may include, but are not limited to:
 - a. Roof line and roof overhang variations, building massing setbacks, awnings, canopies, balconies, porticoes, moldings, or changes in color, material, or texture.
7. Ground-mounted and rooftop mechanical equipment shall be screened in a manner that is incorporated in the architectural form of the building to not be visible from public streets or sidewalks.
8. Overhead doors and loading docks:
 - a. Shall not face streets unless screened from view;
 - b. Shall not face required front yards; and
 - c. Shall meet the requirements of chapter 21.
9. The zoning administrator shall have the authority to make exceptions if the design and construction meet the intent of the MU-3 district.

...

TITLE 10, CHAPTER 15, ARTICLE D. MU-4 GATEWAY MIXED USE DISTRICT

10-15D-1: PURPOSE:

It is the purpose of the MU-4 district is to create a flexible approach to land use for mixed residential and commercial development and to provide a higher standard of appearance along the Gateway Corridors. The MU-4 district encourages a variety of uses aimed at providing a diversity of jobs, residential opportunities, and concentrated commercial services and shopping facilities.

10-15D-2: PERMITTED USES:

See use table in 10-18-1.

10-15D-3: ACCESSORY USES:

The following are permitted accessory uses in the MU-4 district:

Buildings, structures or uses accessory to the principal use and limited to not more than thirty percent (30%) of the gross floor space of the principal use.

Private garages, parking spaces and carports. Private garages, parking spaces and carports are to be used for storing of private passenger vehicles belonging to residents and/or employees on the premises, and shall not be used to conduct commercial business, service or industry.

10-15D-4: PROVISIONAL USES:

See use table in 10-18-1. Provisional uses are permitted as long as they meet the provisions outlined in chapter 6 and 10-18-2.

10-15D-5: CONDITIONAL USES:

See use table in 10-18-1. Conditional uses are permitted as long as they meet the criteria outlined in chapter 4 and 10-18-2, and any additional conditions required by the city council.

10-15D-6: PROHIBITED USES:

The following are prohibited uses in the MU-4 district:

Adult use.

Outdoor storage in Gateway Overlay District area property (does not include sales displays).

Also see use table in 10-18-1. Any use not specifically identified in the use table in 10-18-1 as permitted (P), provisional (PU) or conditional (CU) or that are not deemed consistent with the intent of the comprehensive plan or the purpose of this title, are not permitted, as determined by the zoning administrator.

10-15D-7: SITE REQUIREMENTS:

The following minimum requirements shall be observed in the MU-4 district subject to additional requirements, exceptions and modifications set forth in this title:

- A. Lot Area: None.
- B. Lot Width: None.
- C. Building Setbacks:
 - 1. Front yard: Ten feet (10').
 - 2. Interior side yard: Ten feet (10').
 - 3. Common wall: Zero feet (0').
 - 4. Street side yard: Ten feet (10').
 - 5. Rear yard: Ten feet (10').
 - 6. Outdoor sales displays: None.
 - 7. Accessory buildings: See 10-18-3.
- D. Maximum Building Height:
 - 1. Principal building: None.
 - 2. Accessory buildings: See 10-18-3.
- E. Parking and Loading Spaces: See chapters 20 and 21. The off-street parking regulations in chapter 20 may be reduced by submitting a plan to the zoning administrator documenting the estimated parking demand for the proposed use, parking reduction request, alternative parking options that will be integrated (e.g., shared parking facilities, bicycle parking, or other parking options) and consistency with the purpose of this chapter.
- F. Landscaping, screening and buffering: See chapter 19.
- G. Maximum Impervious Surface Coverage: Eighty five percent (85%).

- a. The zoning administrator has the authority to authorize an additional one percent (1%) of maximum impervious surface in each of the following circumstances:
 - i. Use of onsite stormwater retention pond.
 - ii. Other methods employed by the developer that will reduce significantly the impact of the impervious surface coverage of the lot.

H. Lighting: Shall be directed downward, inward and away from public right of way and adjoining uses, consistent with 10-19-19.

I. Pedestrian Access: Identifiable and safe pedestrian walkways within the site recommended to interconnect front doors of establishments to transit stops and/or public sidewalks.

Developments should also establish a sidewalk connection to adjacent blocks and between parking areas and adjacent uses.

J. Refuse and recycling storage: See chapter 19.

10-15D-8: DESIGN AND CONSTRUCTION:

Buildings and sites in the MU-4 district shall meet Gateway Overlay District standards (see 10-17E).

The zoning administrator shall have the authority to make exceptions if the design and construction meet the intent of the MU-4 and Gateway Overlay Districts.

SECTION 2. Title 10, Chapter 18, **Use Regulations** of the Moorhead Municipal Code is hereby amended and reenacted to read as follows (unchanged portions of the use table have been omitted from the text below):

...

See attached table

...

SECTION 3. Title 10, Chapter 22, **Signs** of the Moorhead Municipal Code is hereby amended and reenacted to read as follows (unchanged portions of the chapter have been omitted from the text below):

...

10-22-2: DEFINITIONS:

DYNAMIC DISPLAY SIGN: Any characteristics of a sign that appear to have movement or that appear to change, caused by any method other than physically removing and replacing the sign or its components, whether the apparent movement or change is in the display, the sign structure, or any other component of the sign. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also includes any rotating, revolving, moving, flashing, blinking, or animated display and any display that incorporates rotating panels, LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays. ~~This definition does not include signs that change less frequently than once per hour.~~

...

10-22-7: ON PREMISES SIGNS:

...

The following on On premises signs require a permit s-and are regulated according to by this chapter and as follows: the zoning district in which they are located:

<u>P</u>	<u>Permitted use</u>
<u>CU</u>	<u>Conditional use permit</u>
<u>Blank</u>	<u>Prohibited</u>

_ON PREMISE SIGNS AND TEMPORARY SIGNS (MAXIMUMS)

	Zoning Districts					
	<u>CC: Community Commercial</u> <u>MU-3: Commercial Mixed Use</u> <u>MU-4: Gateway Mixed Use</u> Commercial MU-3//NC/CC/RC	<u>LI: Light Industrial</u> <u>HI: Heavy Industrial</u> Industrial LI/HI	<u>P: Public Open Space</u> <u>INS: Institutional</u> Public/Institutional P/INS	<u>MU-1: Downtown Center Mixed Use</u> MU-4	<u>MU-2: Corridor Neighborhood Mixed Use</u> MU-2	<u>RMD: Residential Medium Density</u> <u>RHD: Residential High Density</u> Residential RMD-1/ RMD-2/RHD-4
...						
Conditional use permit (see chapter 4 of this title)	YES	YES	YES	YES	YES	YES
Dynamic Display Signs (DDS)	<u>CU</u> ²	<u>CU</u> ²	<u>CU</u> ²	<u>CU</u> ²	<u>CU</u> ²	
Allowed:	YES	YES	YES	YES	YES	NO
Location	No dynamic display sign may be placed within 150' feet of an area zoned for a residential use.					
Visibility	Dynamic display signs must meet the visibility standards in section 10-22-3 of this chapter.					
Design elements	A. Only 1 dynamic display sign frame is allowed on a sign structure, and only 1 dynamic display is allowed per display surface. B. Audio speakers and any form of pyrotechnics are prohibited in association with a dynamic display sign.					
Brightness	A. No sign illumination may be brighter than is necessary for clear and adequate visibility. B. No sign may be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to otherwise interfere with the driver's operation of a motor vehicle. C. No sign may be of such intensity or brilliance that it interferes with the effectiveness of an official traffic sign, device or signal.					

	D. Any new sign from the date of this section shall be equipped with a properly functioning dimming mechanism.					
...						

...
Note: 2. See 10-22-13

10-22-8: OFF PREMISES SIGNS:

Off premises signs require permits, and are regulated as follows:

—A. Off premises signs are allowed only in the Public Facilities District (P), Community Commercial and Regional Commercial Districts (CC or RC), and Industrial Zoning Districts (LI or HI), and are subject to the following:

—1. Off premises signs shall be set back a minimum of three hundred feet (300') from residential zoning district boundaries.

—2. The size of off premises signs shall be no more than seven hundred fifty (750) square feet in area, inclusive of the border and trim, but exclusive of the base or apron, supports, or other structural members.

—3. The height of any off premises sign, including support structure, measured from the average finish grade below the sign to the highest point of the sign, may not exceed the following limits:

—a. Thirty five feet (35') where closer than one hundred feet (100') from a property line.

—b. Fifty feet (50') where one hundred feet (100') or more from a property line.

—c. Sixty feet (60') if on property adjacent to and within one hundred fifty feet (150') of the right-of-way of Interstate 94. If set back one hundred fifty feet (150') or more from the I-94 right-of-way, subsections A3a and A3b of this section shall apply.

—4. No two (2) off premises signs may be located closer than two hundred fifty feet (250') apart, unless separated by an interstate highway or principal arterial, as measured by a straight line from the centerline of the sign standards.

—5. It is the obligation of the installer to check for any or all underground utilities or services before excavating for sign foundations.

—6. All sign installations shall conform to Minnesota Department of Transportation and Federal aviation regulations wherever applicable and receive written permission as required.

—7. All sources of artificial light other than streetlights shall be fixed, directed, or designed so that the source of light is directed away from adjoining residences, streets, or sidewalks. (Ord. 2007-25, 10-1-2007)

Off premises signs require permits, and are regulated as follows: a sign permit regulated by this chapter and as follows:

	Zoning Districts			
	<u>CC: Community Commercial</u>	<u>MU-4: Gateway Mixed Use</u>	<u>LI: Light Industrial</u> <u>HI: Heavy Industrial</u>	<u>MU-1: Downtown Center Mixed Use</u> <u>MU-2: Neighborhood Mixed Use</u> <u>MU-3: Commercial Mixed Use</u> <u>P: Public Open Space</u> <u>INS: Institutional</u>
<u>Static or Dynamic Display Signs (DDS)</u>	<u>CU¹</u>		<u>CU¹</u>	

Note: 1. See 10-22-13

10-22-13: CONDITIONAL USE REQUIREMENTS:

The following are approval criteria established for conditional uses identified within this chapter. These criteria shall be met in order to be approved within their respective district.

The criteria listed below are applicable where uses are identified in a particular district as "conditional use". The provisions also shall be applicable in guiding conditional use permit applications as defined in chapter 4 of this title.

<u>On Premise Dynamic Display Signs (DDS)</u>	
<u>Base sign code</u>	<u>First see 10-22-7 for wall and freestanding sign requirements for quantity, height, area</u>
<u>Location</u>	<ol style="list-style-type: none"> <u>1. No sign may be placed within two hundred feet (200') of a residential use unless sign is completely blocked by an adjacent structure (measured by a straight line from base of sign to closest residential use property line).</u> <u>2. If sign permitted, sign may not face a residential use (i.e., if sign can be oriented otherwise, sign may be permitted).</u>
<u>Visibility</u>	<u>1. Signs must meet sign and visibility standards in 10-22-3 and 10-19-16.</u>
<u>Design elements</u>	<ol style="list-style-type: none"> <u>1. DDS: One (1) double-sided frame is permitted per freestanding sign structure.</u> <u>2. Static: In conjunction with multi-tenant static freestanding signs, only one (1) double-sided DDS frame is permitted.</u> <u>3. Sound from signs prohibited.</u> <u>4. Signs may not change lighted display to create a visual nuisance by having rapid rotating, revolving, scrolling, flashing, blinking, strobing, etc.</u>
<u>Brightness</u>	<ol style="list-style-type: none"> <u>1. Sign illumination may not be brighter than reasonably necessary for clear and adequate visibility.</u> <u>2. All sources of artificial light other than streetlights shall be fixed, directed, or designed so that the source of light is directed away from adjoining residences, streets, or sidewalks</u> <u>3. Sign may not be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to otherwise interfere with a driver's operation of a motor vehicle.</u> <u>4. Sign may not be of such intensity or brilliance that it interferes with the effectiveness of an official traffic sign, device or signal.</u> <u>5. New signs from the date of this section shall be equipped with a functioning dimming mechanism.</u> <u>6. Signs in MU-1 and MU-3 zones must either be turned off at 10 pm each night and turned on no sooner than 8 am or have a set a static message during that time</u>
<u>Other</u>	<u>It is the obligation of the installer to check for any or all underground utilities or services before excavating for sign foundations.</u> <u>All sign installations shall conform to Minnesota Department of Transportation and Federal aviation regulations wherever applicable and receive written permission as required.</u>

Off Premises Static and Dynamic Display Signs (DDS)	
Location/Sign Area	<ol style="list-style-type: none"> 1. <u>Not permitted within four hundred feet (400') of a residential use (measured by a straight line from base of sign to closest residential use property line) unless sign is completely blocked by an adjacent structure.</u> 2. <u>If permitted, sign may not change lighted display to create a visual nuisance by having rapid rotating, revolving, scrolling, flashing, blinking, strobing, etc.</u> 3. <u>Inclusive of the border and trim, but exclusive of the base or apron, supports, or other structural members, the size of off premises signs shall be limited as follows:</u> <ol style="list-style-type: none"> a. <u>Signs in CC: Community Commercial or LI: Light Industrial along Main Ave SE: One hundred fifty square feet (150').</u> b. <u>Signs in CC: Community Commercial, LI: Light Industrial, HI: Heavy Industrial and MU-4 along Interstate 94 (I-94): Seven hundred fifty square feet (750').</u> c. <u>Signs in MU-4 along Highway 10: Three hundred square feet (300').</u> d. <u>Signs along Highway 75, King of Trails Scenic Byway: Not permitted.</u> 4. <u>No two (2) off premises signs may be located closer than two hundred fifty feet (250') apart, unless separated by an interstate highway or principal arterial (measured by a straight line from base of sign to closest residential use property line).</u>
Height	<ol style="list-style-type: none"> 1. <u>Including support structure, measured from the average finish grade below the sign to the highest point of the sign, may not exceed the following limits:</u> <ol style="list-style-type: none"> a. <u>Thirty five feet (35') where closer than one hundred feet (100') from a property line.</u> b. <u>Fifty feet (50') where one hundred feet (100') or more from a property line.</u> c. <u>Sixty feet (60') if on property adjacent to or within one hundred fifty feet (150') of the right-of-way of Interstate 94.</u> d. <u>If set back one hundred fifty feet (150') or more from the I-94 right-of-way, subsections 1a and 1b of this section shall apply.</u>
Visibility	<ol style="list-style-type: none"> 1. <u>Signs must meet sign and visibility standards in 10-22-3 and 10-19-16.</u>
Design elements	<ol style="list-style-type: none"> 5. <u>DDS: One (1) double-sided frame is permitted per freestanding sign structure.</u> 6. <u>Static: In conjunction with multi-tenant static freestanding signs, only one (1) double-sided DDS frame is permitted.</u> 7. <u>Sound from signs prohibited.</u>
Brightness	<ol style="list-style-type: none"> 1. <u>Sign illumination may not be brighter than reasonably necessary for clear and adequate visibility.</u> 2. <u>All sources of artificial light other than streetlights shall be fixed, directed, or designed so that the source of light is directed away from adjoining residences, streets, or sidewalks.</u>

	<p>3. <u>Sign may not be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to otherwise interfere with a driver's operation of a motor vehicle.</u></p> <p>4. <u>Sign may not be of such intensity or brilliance that it interferes with the effectiveness of an official traffic sign, device or signal.</u></p> <p>5. <u>New signs from the date of this section shall be equipped with a functioning dimming mechanism.</u></p>
<u>Other</u>	<p>It is the obligation of the installer to check for any or all underground utilities or services before excavating for sign foundations.</p> <p>All sign installations shall conform to Minnesota Department of Transportation and Federal aviation regulations wherever applicable and receive written permission as required.</p>

SECTION 4. Title 10, Chapter 13, Article B. **RC: Regional Commercial District** is hereby repealed and struck in its entirety.

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

PASSED: February 10, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

First Reading: 02/10/2025

E-Post:

Second Reading:

Publication:

10-18-1: USE TABLES AND UNLISTED USES:

The following tables specify permitted, provisional and conditional land uses in the city of Moorhead:

- P = Permitted use
 CU = Conditional use permit
 () = Letters in round brackets refer to the corresponding subsection of section 10-18-2 of this chapter
- PU = Provisional use
 Blank = Prohibited

GREEN = RC & MU-4 Changes

PINK = Other changes

Use Category (General)	Use Type (Detailed)	Residential Districts					Mixed Use Districts				Commercial Districts		Industrial Districts	
		RLD-1	RLD-2	RLD-3	RMD	RHD	MU-1	MU-2	MU-3	MU-4	CC	RC	LI	HI
Adult establishments	All types												P ¹	P ¹
Agricultural related	Farm cooperatives												CU	CU
	Farm supply store								P	P	P	P	P	
	Feed mixing												CU	CU
	Fertilizer manufacturing													CU
	Grain elevator or produce collection/distribution												CU	CU
	Implement dealer/services								PU (P)	PU (P)	PU (P)	PU (P)	P	P
	Manufacturing/processing, general												CU	CU
Animal services	Animal shelter								PU (Q)	PU (Q)	PU (Q)	PU (Q)	P	P
	Groomer (no kennel)						P		P	P	P	P	P	
	Groomer/kennel/daycare								PU (Q)	PU (Q)	PU (Q)	PU (Q)	P	P
	Pet store (live animals)						PU (Q)		PU (Q)	P	PU (Q)	P	P	
	Veterinary clinic or hospital						PU (Q)		PU (Q)	P	PU (Q)	P	P	
Auto/transportation related	Auto/recreational vehicles/boats/trailers/motorcycles sales, rental, service and repair								PU (R)	CU (R)	PU (R)	PU (R)	PU (R)	PU (R)
	Automotive service station (gasoline/repair/service facility)								PU (R)	CU (R)	PU (R)	PU (R)	PU (R)	PU (R)
	Car wash and auto detailing								PU (R)	PU (R)	PU (R)	PU (R)	P	P

	Impound lot												CU (Y)	CU (Y)
	Parking lot (as a principal use)	CU (I)	CU (I)	CU (I)	CU (I)	CU (I)	PU (S & M)	CU (I, S) & (M)	PU (M)	<u>PU (S)</u>	PU (S)	PU (S)	P	P
	Parking structure, standalone (deck or ramp)						P		P	<u>P</u>	P	P	P	P
	Salvage yard													CU
	Tire shredding/recapping or retreading												CU	CU
	Transportation/freight/cargo terminals												P	P
	Truck repair shops								PU (R)	<u>PU (R)</u>	PU (R)	PU (R)	PU (R)	PU (R)
	Truck stops/truck parking												P	P
Cannabis and hemp related	Cannabis or tobacco paraphernalia or tobacco/vape shop						P	P	P	<u>P</u>	P	P	P	P
	Home/personal cultivation of hemp or cannabis flower	P	P	P	P	P	P	P	P	<u>P</u>				
	Home/personal extraction or sale of hemp or cannabis flower and products													
	State-licensed lower-potency hemp edible retailer-only and the following cannabis-related uses: delivery service, event organizer business and retailer-only						P	P	P	<u>P</u>	P	P	P	P
	State-licensed medical cannabis retailer-only						P	P	P	<u>P</u>	P	P	P	P
	State-licensed medical cannabis combination business						PU (FF)	PU (FF)	PU (FF)	<u>PU (FF)</u>	PU (FF)	PU (FF)	P	P
	State-licensed medical cannabis cultivator or processor												P	P
	State-licensed lower potency hemp edible, cannabis edible or medical cannabis edible production (breweries and small-batch						P		P	<u>P</u>	P	P	P	P

	baking/cooking with associated packaging only)													
	State-licensed lower-potency hemp concentrate manufacturing and the following cannabis-related uses: cultivator, manufacturer, mezzobusiness, microbusiness, testing facility, transporter and wholesaler												P	P
Dependent care	Home care, day care and assisted living facilities (state licensed programs)	PU (D)	PU (D)	PU (D)	PU (D)	PU (D)	PU (D)	PU (D)	PU (D)	PU (D)	PU (D)	PU (D)	PU (D)	
	Home care, day care and assisted living facilities (non-state licensed programs)								P	P	P	P		
Dwellings	Dwelling, multi-family - apartments			P	P	P	P	P	P					
	Dwelling, multi-family - townhouse/rowhouse or triplex		P	P	P	P	P	P	P					
	Dwelling, single-family	P	P	P	P			P						
	Dwelling, two-family twin home or duplex		P	P	P			P						
	Dwelling, temporary family healthcare*													
	Dwelling unit, accessory													
	Dwelling/home occupations	PU (H)	PU (H)	PU (H)	PU (H)	PU (H)	PU (H)	PU (H)	PU (H)					
	Dwellings, Manufactured Home Park				CU	CU								
Gas/chemicals	Gas/chemical bulk storage plants/distribution													CU
	Gas/chemical manufacturing													CU
	Oil filtering/mixing												CU (CC)	CU (CC)
	Other injurious hazardous or offensive chemical use not listed													CU
Lodging/temporary overnight stay	Bed and breakfast	CU (A)	CU (A)	CU (A)	CU (A)	CU (A)	CU	CU	CU	CU (A)	CU	CU		

							(A)	(A)	(A)		(A)	(A)		
	Campgrounds													
	Hotel (with or without conference center)						P		P	<u>P</u>	P	<u>P</u>		
	Housing shelters/temporary housing						CU (O)		CU (O)	<u>CU (O)</u>	CU (O)	<u>CU (O)</u>		
	Motel/motor hotel								CU	<u>CU</u>	CU	<u>CU</u>		
Manufacturing/production/assembly/processing	Advertising products (signs/billboards)										CU		P	P
	Asphalt and concrete batching or ready-mix plants													CU
	Bottling								P	<u>P</u>	P	<u>P</u>	P	P
	Concrete or cement products												P	P
	Dairy products												P	P
	Equipment repair (non-auto)								PU (R)	<u>PU (R)</u>	PU (R)	<u>PU (R)</u>	P	P
	Packing and crating								P	<u>P</u>	P	<u>P</u>	P	P
	Slaughterhouse (not stockyards)													CU
	Wholesale								P	<u>P</u>	P	<u>P</u>	P	P
	Wood shops/cabinetry/carpentry products (with limited manufacturing)								PU (X)	<u>PU (X)</u>	PU (X)	<u>PU (X)</u>	P	P
	Wood shops/cabinetry/carpentry products (with manufacturing)												P	P
Personal services	Barber/hair salon/massage/nail salon/spa/tattoo/body piercing						PU (C)	PU (C)	PU (C)	<u>PU (C)</u>	PU (C)	<u>PU (C)</u>	PU (C)	
	Mortuary/funeral services (cremation)												P	P
	Mortuary/funeral services (no cremation)						P	P	P	<u>P</u>	P	<u>P</u>	P	
Public/institutional	Campus organizations		CU (B)	CU (B)	CU (B)	CU (B)	CU (B)	CU (B)	CU (B)	<u>CU (B)</u>	CU (B)	<u>CU (B)</u>		

	Community theater/arts center/museums						P	P	P	<u>P</u>	P	<u>P</u>		
	Government offices or other non-public works facilities						P		P	<u>P</u>	P	<u>P</u>	P	
	Hospital/Ambulance						P		P	<u>P</u>	P	<u>P</u>	P	
	Library						P	P	P	<u>P</u>	P	<u>P</u>		
	Parks/playgrounds/open space	P	P	P	P	P	P	P	P	<u>P</u>	P	<u>P</u>		
	Public and semipublic recreation uses	P	P	P	P	P	P	P	P	<u>P</u>	P	<u>P</u>		
	Public regulated utility structures (non-substation)	P	P	P	P	P	P	P	P	<u>P</u>	P	<u>P</u>	P	P
	Public regulated utility structures (substation)												P	P
	Public works facilities												P	P
	Religious institutions/group assembly/membership organizations	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	<u>CU (L)</u>	CU (L)	<u>CU (L)</u>	<u>CU (L)</u>	
	Religious institution micro-dwelling unit sacred community	CU (EE)	CU (EE)	CU (EE)	CU (EE)	CU (EE)	CU (EE)	CU (EE)	CU (EE)	<u>CU (EE)</u>	CU (EE)	<u>CU (EE)</u>	<u>CU (L)</u>	
	Schools, Primary, Secondary, Collegiate (public or private)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	<u>CU (L)</u>	CU (L)	<u>CU (L)</u>		
	Transit center						P		P	<u>P</u>	P	<u>P</u>	P	P
Recreation/entertainment	Amphitheater/amusement park/putt putt golf/ax throwing/batting cages/driving ranges/cornhole/pickleball/paintball/skate park								PU (T)	<u>PU (T)</u>	PU (T)	<u>PU (T)</u>	PU (T)	PU (T)
	Bars, taverns, nightclub, brewery, distillery with or without live music/DJ or patio						PU (U)		PU (U)	<u>PU (U)</u>	PU (U)	<u>PU (U)</u>		
	Bar/restaurant or cocktail/wine bar with live music/DJ or patio						PU (U)		PU (U)	<u>PU (U)</u>	PU (U)	<u>PU (U)</u>		
	Bar/restaurant or cocktail/wine bar without live music/DJ or patio						P	P	P	<u>P</u>	P	<u>P</u>		
	Bowling or movie theater						P		P	<u>P</u>	P	<u>P</u>		

	Cafes/coffeehouses (without live performance)						P	P	P	<u>P</u>	P	<u>P</u>		
	Cafes/coffeehouses (with live performance)						PU (U)		PU (U)	<u>PU (U)</u>	PU (U)	<u>PU (U)</u>		
	Community center/recreation center/physical fitness center						P	P	P	<u>P</u>	P	<u>P</u>	P	
	Radio and television offices/stations						PU (Z)		PU (Z)	<u>PU (Z)</u>	PU (Z)	<u>PU (Z)</u>	P	P
	Recording studios for audio, video, film						PU (Z)		PU (Z)	<u>PU (Z)</u>	PU (Z)	<u>PU (Z)</u>	P	P
	Restaurants (no drive-through)						P	P	P	<u>P</u>	P	<u>P</u>	P	
	Restaurants (with drive-through)						P		P	<u>P</u>	P	<u>P</u>	P	
	Shooting range (indoor)									<u>PU (T)</u>		<u>PU (T)</u>	PU (T)	PU (T)
	Shooting range (outdoor)													
Retail and office	Banks (with drive-through)						P		P	<u>P</u>	P	<u>P</u>	P	
	Banks (without drive-through)						P	P	P	<u>P</u>	P	<u>P</u>	P	
	Baking, candy and other food products (on site production and retail)						P	P	P	<u>P</u>	P	<u>P</u>	P	
	Catering						P	P	P	<u>P</u>	P	<u>P</u>	P	
	Contractor offices/sales rooms/supplies (no outdoor display or storage)						PU (V)		PU (V)	<u>PU (V)</u>	PU (V)	<u>PU (V)</u>	P	P
	Contractor offices/sales rooms/supplies (with outdoor display and/or storage)								P		<u>PU (V)</u>	<u>P</u>	P	P
	Contractor offices/sales rooms/supplies (with outdoor display only)								<u>PU</u>	<u>PU</u>	<u>PU</u>		P	P
	Contractor yard												P	P
	Convenience grocery stores (with gas)								PU (R)	<u>P</u>	<u>PU (R)</u>	<u>PU (R)</u>	<u>PU (R)</u>	<u>PU (R)</u>

	Convenience-grocery stores (without gas)						P	P	P		P	P	P	
	Grocery/convenience store (no gas)						P	P	P	P	P	P	P	
	Hardware-general store						P	P	P		P	P		
	Home improvement / Hardware retailers with outdoor sales display/lumberyards								PU (W)	PU (W)	PU (W)	PU (W)	PU (W)	PU (W)
	Home improvement / Hardware retailers without outdoor sales display/lumberyards						P	P	P	P	P	P	P	P
	Laundromat						P	P	P	P	P	P		
	Liquor store						P	P	P	P	P	P		
	Lumberyards									PU (W)	PU (W)	PU (W)	PU (W)	PU (W)
	Meat market including processing									P	P	P	P	P
	Meat market not including processing						P	P	P	P	P	P	P	P
	Medical/dental offices/clinics						P	P	P	P	P	P	P	
	Nursery/lawn and garden						P		P	P	P	P	P	P
	Offices, professional						P	P	P	P	P	P	P	
	Retail (with drive-through)						P		P	P	P		P	
	Textiles, spinning, weaving, dyeing, printing, knit goods, yarn, thread and cordage duty with retail component						P	P	P	P	P	P	P	
	Textiles, spinning, weaving, dyeing, printing, knit goods, yarn, thread and cordage duty without retail component												P	P
	Thrift store/consignment						P	P	P	P	P	P	P	
Warehousing/storage	Cold storage/self-storage/outdoor storage facilities Self-storage and/or outdoor storage facilities									CU (BB)	CU (BB)		P	P

	Self-storage facilities without outdoor storage								CU (BB)	CU (BB)	CU (BB)		P	P
	Cold storage, warehouse and distribution centers for nonexplosive material												P	P
	Notes: 1. Adult establishments are prohibited in that portion of the district that is within the Gateway Overlay District. 2. Pursuant to the authority granted by Minnesota Statutes section 462.3593, subdivision 9, the City of Moorhead opts out of the requirements of Minnesota Statutes section 462.3593.													



City Council Communication

February 10, 2025

SUBJECT:

Resolution to Approve Amendments to the Final Plat for Moorhead Downtown Addition

RECOMMENDATION:

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

BACKGROUND/KEY POINTS:

The City Council approved a Preliminary and Final Plat for this project on May 13, 2024. Since then, staff has worked with the surveyor to reconfigure Lot 1, Block 4 and 4th St N to fully remove this parcel from the floodplain, making it more desirable for development. With these changes, Lot 3, Block 4 was created, which is in the floodplain and will be retained by the City along with Lot 2, Block 4 (parking ramp).

Also, with the realignment of 4th St N, Lot 1, Block 3 and Lot 1, Block 6 were adjusted.

Lastly, due to the presence of the access ramp and existing flood infrastructure (i.e., flood wall, grade changes), Lot 3, Block 5 along 1st Ave N was created and will be retained by the City.

FINANCIAL CONSIDERATIONS:

Not Applicable

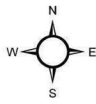
Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Robin Huston, City Planner / Zoning Administrator

Attachments: General Location Map
Amended Final Plat
Approved Preliminary & Final Plat
Draft Resolution



General Location Map Moorhead Downtown Addition Preliminary & Final Plat



MOORHEAD DOWNTOWN ADDITION

BEING A REPLAT OF ALL OF BLOCKS 46, 48 & 50, AND PART OF BLOCKS 44, 60, 62 & 66, ORIGINAL TOWNSITE;
PART OF SAUMWEBER'S SUBDIVISION; PART OF BLOCK 3, HOLES' ADDITION; ALL OF LOT 2 & PART OF LOTS 3-9,
SUBDIVISION OF BLOCK A - WHITE'S THIRD ADDITION; ALL OF OUTLOT J-1 & PART OF OUTLOTS E-1 & F-1;
AND PORTIONS OF PREVIOUSLY DEDICATED PUBLIC WAYS WHETHER PREVIOUSLY VACATED OR NOT;
TO THE CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA

LEGEND

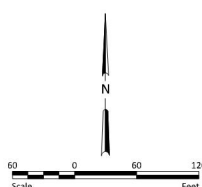
IRON MONUMENT FOUND
1/2" I.D. PIPE SET
MEASURED BEARING
PLAT OR RECORD BEARING
MEASURED DISTANCE
PLAT OR RECORD DISTANCE
PLAT BOUNDARY
NEW LOT LINE
NEW UTILITY EASEMENT
EXISTING PLATTED LOT LINE
EXISTING PROPERTY LINE
EXISTING RIGHT-OF-WAY LINE
EXISTING UTILITY EASEMENT

0
N00°00'00"E
(N00°00'00"E)
100.00'
(100.00')

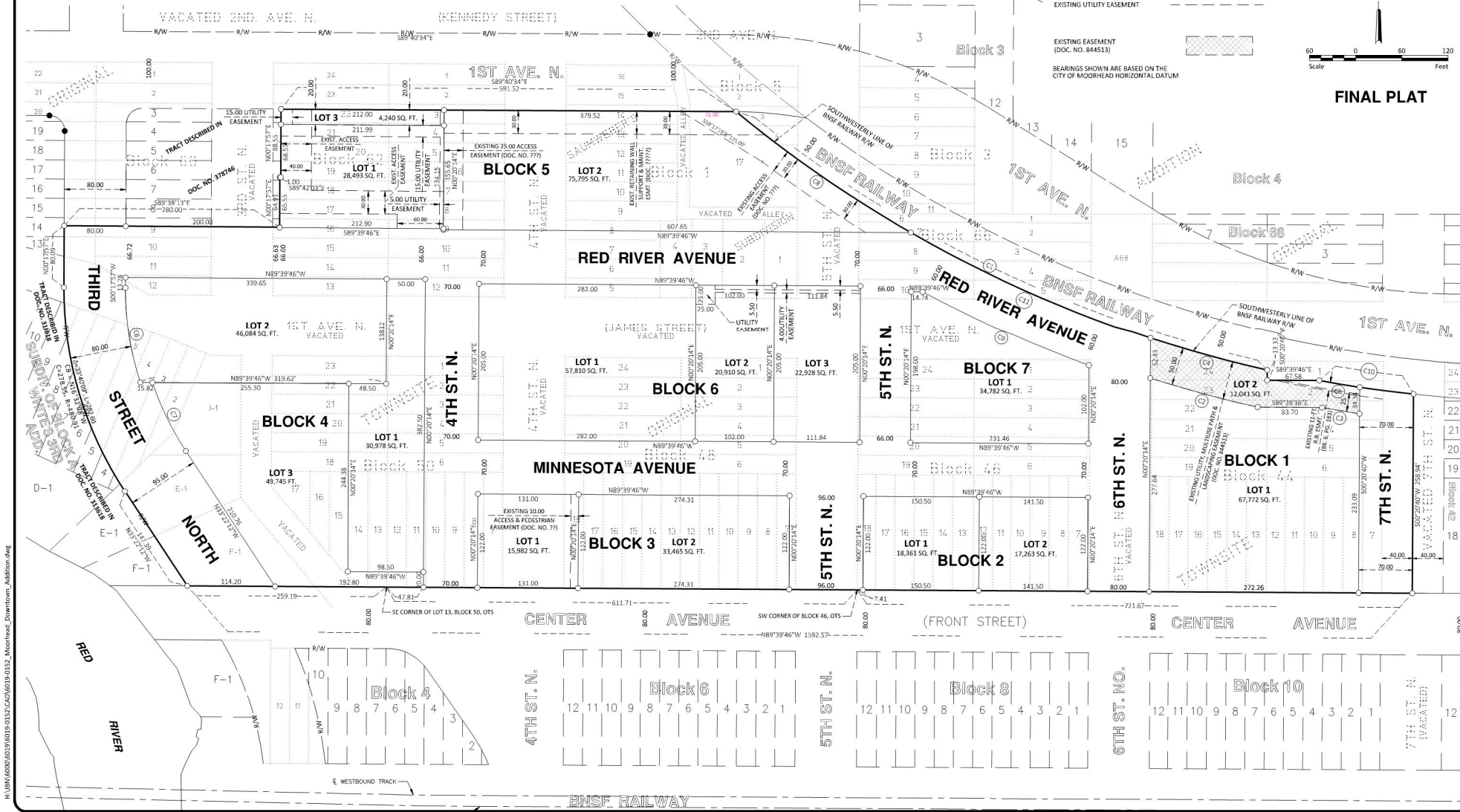
EXISTING EASEMENT
(DOC. NO. 844513)

BEARINGS SHOWN ARE BASED ON THE
CITY OF MOORHEAD HORIZONTAL DATUM

HOUSTON
ENGINEERING, INC.
Sheet 1 of 2
Project No. 6019-0152



FINAL PLAT



MOORHEAD DOWNTOWN ADDITION

BEING A REPLAT OF ALL OF BLOCKS 46, 48 & 50, AND PART OF BLOCKS 44, 60, 62 & 66, ORIGINAL TOWNSITE;
PART OF SAUMWEBER'S SUBDIVISION; PART OF BLOCK 3, HOLES' ADDITION; ALL OF LOT 2 & PART OF LOTS 3-9,
SUBDIVISION OF BLOCK A - WHITE'S THIRD ADDITION; ALL OF OUTLOT J-1 & PART OF OUTLOTS E-1 & F-1;
AND PORTIONS OF PREVIOUSLY DEDICATED PUBLIC WAYS WHETHER PREVIOUSLY VACATED OR NOT;
TO THE CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA

Owner's Certificate, Dedication, And Acknowledgement:

KNOW ALL PERSONS BY THESE PRESENTS: That Sterling Development Group Four, LLC, a North Dakota limited liability company; Lau-Gilbertson Properties, LLC, a Minnesota limited liability company; and the City of Moorhead, a Minnesota municipal corporation; are the owners of the following described property situated in the City of Moorhead, County of Clay, State of Minnesota:

All of Block 46, Block 48, and Block 50 as originally platted in the Original Townsite of Moorhead, together with portions of Block 44, Block 60, Block 62, and Block 66, said Original Townsite; together with part of Saumweber's Subdivision, together with part of Block 3, Holes' Addition to the City of Moorhead; together with all of Lot 2 and part of Lots 3 through 9, Subdivision of Block A - White's Third Addition to Moorhead; together with all of Outlot J-1 and part of Outlots E-1 and F-1; together with portions of 3rd Street, 4th Street, 5th Street, 6th Street and 7th Street, whether previously vacated or not; together with portions of 1st Avenue North (f/k/a James Street), whether previously vacated or not; and any other previously dedicated public ways or alleyways, whether vacated or not; all as contained within the tract more particularly described as follows:

BEGINNING at the southwest corner of Block 46, said Original Townsite; thence North 89°39'46" West, along the north line of Center Avenue (f/k/a Front Street), said north line being the south line of Block 46, Block 48 and Block 50, said Original Townsite, for a distance of 611.71 feet to the southeast corner of Lot 13, Block 50, said Original Townsite; thence continue North 89°39'46" West, along the south line and the south line extended west of said Block 50, said line being the north line of said Center Avenue, for a distance of 259.19 feet to the southeast corner of a tract of land described in Document No. 313618, on file at the Clay County Recorder's Office; thence North 33°22'12" West, along the east line of a tract of land described in said Document No. 313618, for a distance of 147.39 feet to a point of tangential curve to the right, radius 480.61 feet; thence northerly, along the east line of a tract of land described in said Document No. 313618, and along said curve to the right, for a distance of 282.60 feet, through a central angle of 33°40'09", chord bearing North 16°32'08" West, thence North 00°17'57" East, along the east line of a tract of land described in said Document No. 313618, for a distance of 80.09 feet; thence South 89°38'13" East for a distance of 80.00 feet to the southwest corner of a tract of land described in Document No. 378746, on file at said Recorder's Office; thence continue South 89°38'13" East, along the south line of a tract of land described in said Document No. 378746, for a distance of 200.00 feet to the southeast corner of a tract of land described in said Document No. 378746; thence North 00°17'57" East, along the east line of a tract of land described in said Document No. 378746, for a distance of 64.91 feet; thence South 89°42'03" East, along the east line of a tract of land described in said Document No. 378746, for a distance of 110.00 feet; thence North 00°17'57" East, along the east line of a tract of land described in said Document No. 378746, for a distance of 88.55 feet; thence South 89°40'34" East for a distance of 591.52 feet to a point of intersection with the southwesterly line of the BNSF Railway Company right-of-way, said southwesterly right-of-way line being a curve, concave northeasterly, radius 1662.28 feet; thence southeasterly, along said curve, for a distance of 775.69 feet, through a central angle of 26°44'11", chord bearing South 63°56'40" East, to a point of intersection with the west line of Lot 1, Block 44, said Original Townsite; thence South 00°20'40" West, along the west line of said Lot 1, for a distance of 13.33 feet to the southwest corner of said Lot 1; thence South 89°39'46" East, along the south line of said Lot 1, for a distance of 67.58 feet to a non-tangential intersection with a curve, concave northeasterly, radius 1662.28 feet; thence southeasterly, along said curve for a distance of 123.96 feet, through a central angle of 04°16'22", chord bearing South 81°49'24" East to a point of intersection with the west line of the previously vacated east half of 7th Street as originally dedicated on the plat of said Original Townsite; thence South 00°20'40" West, along the west line of the vacated east half of said 7th Street, for a distance of 258.94 feet to a point of intersection with the north line of said Center Avenue; thence North 89°39'46" West, along the north line of said Center Avenue, said north line also being the south line of said Blocks 44 and 46, for a distance of 721.67 feet to the TRUE POINT OF BEGINNING.

Said tract contains 18.877 acres, more or less.

Have caused the same to be surveyed and platted as **MOORHEAD DOWNTOWN ADDITION** to the City of Moorhead, Clay County, Minnesota, and do hereby dedicate to the public for public use the public ways and utility easements shown on this plat.

Owner - Lot 1, Block 1, Moorhead Downtown Addition:

In witness whereof said Sterling Development Group Four, LLC, a North Dakota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Signed: Sterling Development Group Four, LLC

Kevin J. Bartram, President/General Manager

STATE OF NORTH DAKOTA
COUNTY OF CASS

This instrument was acknowledged before me on this _____ day of _____, 20____ by Kevin J. Bartram, President/General Manager of Sterling Development Group Four, LLC, a North Dakota limited liability company.

Signature of Notary Public

Owner - Lot 2, Block 1, Moorhead Downtown Addition:

In witness whereof said Lau-Gilbertson Properties, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Signed: Lau-Gilbertson Properties, LLC

Matthew Gilbertson, Vice President

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____, 20____ by Matthew Gilbertson, Vice President of Lau-Gilbertson Properties, LLC, a Minnesota limited liability company.

Signature of Notary Public

Owner - All of Moorhead Downtown Addition less Lots 1 and 2, Block 1:

In witness whereof said City of Moorhead, a Minnesota municipal corporation, has caused these presents to be signed by its proper officers this _____ day of _____, 20____.

Signed: City of Moorhead

Michelle (Shelly) Carlson, Mayor

Christina Rust, Clerk

STATE OF MINNESOTA
COUNTY OF CLAY

This instrument was acknowledged before me on this _____ day of _____, 20____ by Michelle (Shelly) Carlson, Mayor, City of Moorhead, and Christina Rust, Clerk, City of Moorhead, on behalf of the City of Moorhead, a Minnesota municipal corporation.

Signature of Notary Public

Surveyor's Certificate and Acknowledgement:

I, Curtis A. Skarphol, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Curtis A. Skarphol, Licensed Land Surveyor
Minnesota License No. 42303

STATE OF NORTH DAKOTA
COUNTY OF CASS

This instrument was acknowledged before me on this _____ day of _____, 20____ by Curtis A. Skarphol, a Licensed Land Surveyor.

Signature of Notary Public

City Engineer's Approval:

Tom Trowbridge, City Engineer
City of Moorhead, Minnesota

City Attorney's Approval:

City Attorney approves as to form and content

Kathryn J. McNamara, City Attorney
City of Moorhead, Minnesota

City Planner/Planning Commission's Recommendation:

At a regular meeting of the planning commission of the City of Moorhead, Minnesota, on this _____ day of _____, 20____, the plat of **MOORHEAD DOWNTOWN ADDITION** to the City of Moorhead, Minnesota, was duly recommended for approval to the city council.

Robin Huston, City Planner / Zoning Administrator
City of Moorhead, Minnesota

City Council's Certificate:

At a regular meeting of the city council of the City of Moorhead, Minnesota, on this _____ day of _____, 20____, the plat of **MOORHEAD DOWNTOWN ADDITION** to the City of Moorhead, Minnesota, was duly approved.

Christina Rust, City Clerk
City of Moorhead, Minnesota

Clay County Auditor-Treasurer's Certificate:

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

Lori J. Johnson, County Auditor-Treasurer
Clay County, Minnesota

Clay County Recorder's Certificate:

County Recorder, County of Clay, State of Minnesota

I hereby certify that this plat of **MOORHEAD DOWNTOWN ADDITION** was filed in the office of the County Recorder for public record on this _____ day of _____, 20____, at _____ o'clock _____, as Document No: _____.

Kimberly S. Savageau, County Recorder
Clay County, Minnesota

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	775.69	1662.28	26°44'11"	S63°56'40"E	768.67
C2	144.62	1712.28	4°50'21"	S74°50'32"E	144.57
C3	49.41	1696.28	1°40'08"	S80°51'31"E	49.41
C4	157.41	1662.28	5°25'32"	S74°36'00"E	157.35
C5	53.45	1662.28	1°50'32"	S80°36'29"E	53.44
C6	126.97	400.91	18°08'43"	S08°46'24"E	126.44
C7	99.62	385.91	14°47'27"	S25°58'28"E	99.35
C8	276.54	1662.28	9°31'54"	S55°20'31"E	276.22
C9	237.23	1722.28	7°53'31"	S65°46'21"E	237.04
C10	123.96	1662.28	4°16'22"	S81°49'24"E	123.93
C11	341.74	1662.28	11°46'45"	S65°59'51"E	341.14



FINAL PLAT

Sheet 2 of 2
Project No. 6019-0152

MOORHEAD DOWNTOWN ADDITION

BEING A REPLAT OF

TO THE CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA

LEGEND

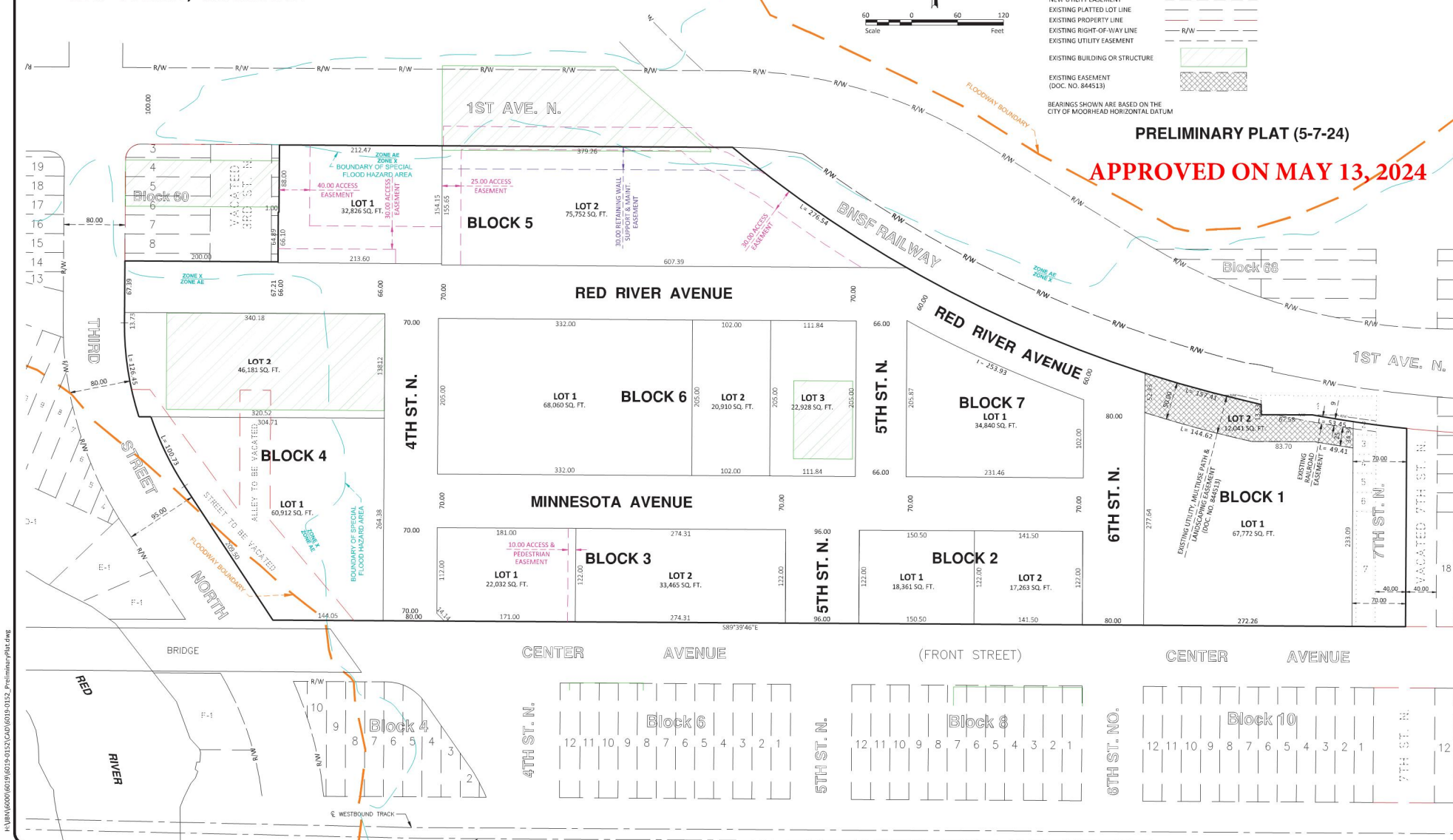
IRON MONUMENT FOUND	●
1/2" I.D. PIPE SET	○
MEASURED BEARING	N00°00'00"E
PLAT OR RECORD BEARING	(N00°00'00"E)
MEASURED DISTANCE	100.00'
PLAT OR RECORD DISTANCE	(100.00')
PLAT BOUNDARY	---
NEW LOT LINE	---
NEW UTILITY EASEMENT	---
EXISTING PLATTED LOT LINE	---
EXISTING PROPERTY LINE	---
EXISTING RIGHT-OF-WAY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

BEARINGS SHOWN ARE BASED ON THE
CITY OF MOORHEAD HORIZONTAL DATUM

HOUSTON
ENGINEERING, INC.
Sheet 1 of 2
Project No. 6019-0152

PRELIMINARY PLAT (5-7-24)

APPROVED ON MAY 13, 2024



RESOLUTION

Resolution to Approve Amendments to the Final Plat for Moorhead Downtown Addition

WHEREAS, Moorhead Downtown Addition was approved by City Council on May 13, 2024, legally described as:

Property situated in the City of Moorhead, County of Clay, State of Minnesota: All of Block 46, Block 48, and Block 50 as originally platted in the Original Townsite of Moorhead, together with portions of Block 44, Block 60, Block 62, and Block 66, said Original Townsite; together with part of Saumweber's Subdivision; together with part of Block 3, Holes' Addition to the City of Moorhead; together with all of Lot 2 and part of Lots 3 through 9, Subdivision of Block A - White's Third Addition to Moorhead; together with all of Outlot J-1 and part of Outlots E-1 and F-1; together with portions of 3rd Street, 4th Street, 5th Street, 6th Street and 7th Street, whether previously vacated or not; together with portions of 1st Avenue North (f/k/a James Street), whether previously vacated or not; and any other previously dedicated public ways or alleyways, whether vacated or not; all as contained within the tract more particularly described as follows: BEGINNING at the southwest corner of Block 46, said Original Townsite; thence North 89°39'46" West, along the north line of Center Avenue (f/k/a Front Street), said north line being the south line of Block 46, Block 48 and Block 50, said Original Townsite, for a distance of 611.71 feet to the southeast corner of Lot 13, Block 50, said Original Townsite; thence continue North 89°39'46" West, along the south line and the south line extended west of said Block 50, said line being the north line of said Center Avenue, for a distance of 259.19 feet to the southeast corner of a tract of land described in Document No. 313618, on file at the Clay County Recorder's Office; thence North 33°22'12" West, along the east line of a tract of land described in said Document No. 313618, for a distance of 147.39 feet to a point of tangential curve to the right, radius 480.91 feet; thence northerly, along the east line of a tract of land described in said Document No. 313618, and along said curve to the right, for a distance of 282.60 feet, through a central angle of 33°40'09", chord bearing North 16°32'08" West; thence North 00°17'57" East, along the east line of a tract of land described in said Document No. 313618, for a distance of 80.09 feet; thence South 89°38'13" East for a distance of 80.00 feet to the southwest corner of a tract of land described in Document No. 378746, on file at said Recorder's Office; thence continue South 89°38'13" East, along the south line of a tract of land described in said Document No. 378746, for a distance of 200.00 feet to the southeast corner of a tract of land described in said Document No. 378746; thence North 00°17'57" East, along the east line of a tract of land described in said Document No. 378746, for a distance of 64.91 feet; thence South 89°42'03" East, along the east line of a tract of land described in said Document No. 378746, for a distance of 1.00 feet; thence North 00°17'57" East, along the east line of a tract of land described in said Document No. 378746, for a distance of 88.55 feet; thence South 89°40'34" East for a distance of 591.52 feet to a point of intersection with the southwesterly line of the BNSF Railway Company right-of-way, said southwesterly right-of-way line being a curve, concave northeasterly, radius 1662.28 feet; thence southeasterly, along said curve, for a distance of 775.69 feet, through a central angle of 26°44'11", chord bearing South 63°56'40" East, to a point of intersection with the west line of Lot 1, Block 44, said Original Townsite; thence South 00°20'40" West, along the west line of said Lot 1, for a distance of 13.33 feet to the southwest corner of said Lot 1; thence South 89°39'46" East, along the south line of said Lot 1, for a distance of 67.58 feet to a non-tangential intersection with a curve, concave northeasterly, radius 1662.28 feet; thence southeasterly, along said curve for a distance of 123.96 feet, through a central

angle of 04°16'22", chord bearing South 81°49'24" East to a point of intersection with the west line of the previously vacated east half of 7th Street as originally dedicated on the plat of said Original Townsite; thence South 00°20'40" West, along the west line of the vacated east half of said 7th Street, for a distance of 258.94 feet to a point of intersection with the north line of said Center Avenue; thence North 89°39'46" West, along the north line of said Center Avenue, said north line also being the south line of said Blocks 44 and 46, for a distance of 721.67 feet to the TRUE POINT OF BEGINNING. Said tract contains 18.877 acres, more or less; and

WHEREAS, since that time, various adjustments were made to the plat including reconfiguration of Lot 1, Block 4; the addition of Lot 3, Block 4 and Lot 3, Block 5; and adjustment of 4th Street N and adjacent Lot 1, Block 3 and Lot 1, Block 6.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the amendments for the final plat of Downtown Moorhead Addition are hereby approved contingent upon the following:

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

PASSED: February 10, 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

February 10, 2025

SUBJECT:

Resolution to Approve New Liquor License to Courts & Pints, LLC (DBA Courtside)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve the issuance of an On-Sale liquor license to Courts & Pints, LLC (DBA Courtside).

BACKGROUND/KEY POINTS:

The following are the State requirements to issue a liquor license and the following have been submitted and completed:

- 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

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 New Liquor License to Courts & Pints, LLC (DBA Courtside)

WHEREAS, the following business applied for an On-Sale Liquor License in the City of Moorhead under the laws of the State of Minnesota and regulations of the Commissioner of Public Safety:

On-Sale Liquor	\$6,000
Sunday Liquor	\$200

Name: Courts & Pints, LLC

DBA: Courtside

Location: 2605 8th St. S

License Period: February 1, 2025 to June 30, 2025

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, based upon the submission of the following:

- 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: February 10, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk