



**CITY COUNCIL
MEETING AGENDA
APRIL 14, 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. Swearing-in of Moorhead Police Chief Chris Helmick
 - B. MoorHeart Recognition: A Place For Hope
6. Approve Minutes
 - A. March 24, 2025 Meeting Minutes
7. Citizens Addressing the Council (Time Reserved: 15 Minutes)

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

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

 - A. Public Hearing to Authorize Filing of an Application to the Federal Transit Administration for Receipt of 2025 Federal Operating Assistance
 - B. Resolution to Authorize Filing of an Application to the Federal Transit Administration for Receipt of 2025 Federal Operating Assistance
10. Economic Development

- A. *Resolution to Accept MN DEED Redevelopment Grant for the Downtown Moorhead Redevelopment Project and Approve Budget Adjustment #25-011

11. Engineering Department

- A. *Resolution to Award Bid for the 2025 City-wide Striping Project (Eng. No. 25-13-01)
- B. *Resolution to Award Bid for the Moorhead Center Mall Redevelopment Streets & Utility Improvements, Phase 2 (Eng. No. 24-A6-02)
- C. *Resolution to Approve Revisions to the Municipal State Aid Street System
- D. *Resolution to Approve SMART Grant Agreement with USDOT and Related Actions (Eng. No. 25-13-02)
- E. *Resolution to Approve the Memorandum of Understanding for Strengthening Mobility and Revolutionizing Transportation (SMART) Grant
- F. *Resolution to Approve Task Order #23-01 with Bolton & Menk for SMART Grant
- G. *Resolution to Approve Budget Adjustment #25-010 and Construction & Maintenance Agreements with BNSF for Railroad Crossing Improvements
- H. *Resolution to Restrict Parking for Street Improvements on 34th St from 4th Ave S to 3rd Ave N (Eng. No 23-02-01)
- I. *Resolution to Authorize Submission of Grant Applications

12. Community Development Department

- A. First Reading of Ordinance 2025-03 to Amend and Reenact Title 3, Chapter 3, Public Nuisances Defined and Chapter 4 Solid Waste Regulations; Title 9, Chapter 1, Building Code and Chapter 2, Building Standards; Title 9, Chapter 7, Rental Unit Registration and Inspections; and Title 9, Chapter 8, Property Maintenance of the Moorhead City Code
- B. *Resolution to Approve Amendment #1 to the Agreement with McGough Construction Co., LLC for Construction Manager At Risk Services for the Moorhead Community Center and Public Library – Center for Entrepreneurship
- C. *Resolution to Approve a Conditional Use Permit to Operate a Towing Impound Lot at 2857 22nd Avenue South
- D. *First Reading of Ordinance 2025-04: An Ordinance Amending the Official Zoning Map Rezoning Parcels within Community Commercial and Regional Commercial, and Parcels with a Commercial Future Land Use Designation

13. Public Works

- A. *Resolution to Approve the 2025 Cass County Vector Control Larval Mosquito Control Agreement

14. Administration

- A. First Reading of Ordinance 2025-05: An Ordinance to Create and Enact Cannabis and Lower-Potency Hemp Edible Retail Business Registration, to Amend and Reenact the Annual Fee Schedule and to Repeal the Cannabinoid Product Ordinance

15. Mayor and Council Reports

16. City Manager Reports

17. Executive Session

18. New Business

19. Adjourn



City Council Communication

April 14, 2025

SUBJECT:

MoorHeart Recognition: A Place For Hope

RECOMMENDATION:

The Mayor and City Council are asked to recognize and honor A Place For Hope with the MoorHeart award.

BACKGROUND/KEY POINTS:



City Council Communication

April 14, 2025

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 A Place for Hope: Recovery and Wellness Center for their dedication to serving individuals with a history of mental illness, providing essential resources and fostering a sense of community in Moorhead.

A Place for Hope: Recovery and Wellness Center is an example of compassion in action here in Moorhead. Each month, their food pantry supports hundreds of individuals and families—not just with groceries, but with kindness and care. From the warm welcome at the door to the thoughtful seasonal bag holders, every detail is about making people feel seen and supported. Their team goes above and beyond to uplift the community, one person at a time.

Patricia Pemble wrote in the nomination: A Place for Hope: Recovery and Wellness Center serves the citizens of Moorhead who have a history of mental illness.

As a Supportive Housing Services employee in our community, I visit A Place for Hope with the individuals I support several times each month. Their food pantry has truly been a lifeline for so many, providing essential resources and a welcoming space when it's needed most.

The environment is warm and friendly and set up like a store, down to the handmade bag holders for specific seasons made by Carol. The food pantry is run by volunteers and it's amazing to see all the regulars there day after day. Grace makes registration seem like a breeze when scheduling appointments.

The positive attitudes and willingness to help by each person is so very appreciated. Everyone takes time with each person going through the pantry to make sure people have what they need to feed their family. They offer up ways to cook foods they have on hand, share recipes, or things they can substitute in recipes in case they don't have the needed items on hand. They have special birthday cake kits for adults and children, and even a little birthday gift for a child.

On more than one occasion, I've called at the last minute requesting a pre-packed box, and they always respond with a can-do attitude, ready to help within the hour. I know many other caseworkers in our community feel just as supported and grateful for everything this team does.

We are filled with gratitude for the incredible work A Place for Hope does to support and uplift our community. Darrell and team, your compassion and dedication are a powerful reminder of how kindness can truly make a difference. Thank you for helping make Moorhead a stronger, more caring place for everyone. Congratulations on receiving the MoorHeart Award!

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



City Council Communication

April 14, 2025

submitting a nomination. Information on nominating others for MoorHeart consideration is found at moorheadmn.gov.

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:



**CITY COUNCIL
MEETING MINUTES
MARCH 24, 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: Sebastian McDougall (arrived at 5:36pm)
Council Member: Chuck Hendrickson
Mayor: Shelly Carlson

Absent: Council Member: Lisa Borgen

2. Pledge of Allegiance

3. Agenda Amendments

City Manager Mahli requested a Resolution to Approve recording the Title & Summary for Ordinance 2025-02 as item 13D.

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

Motion Passed

For: 6; Nelson, Mattson, Nesemeier, Moore, White, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

4. Consent Agenda

Motion to Approve made by Heather Nesemeier and seconded by Nicole Mattson

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

5. Recognitions - Presentations

Chandler Esslinger, Executive Director of Fargo Moorhead Coalition to End Homelessness, and Taylor Syvertson, Director of Community Impact at the United Way of Cass Clay, shared an update on efforts to reduce and end homelessness in the Fargo Moorhead area.

6. Approve Minutes

A. March 10, 2025 Meeting Minutes

Motion to Approve March 10, 2025 Meeting Minutes made by Ryan Nelson and seconded by Nicole Mattson

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;
Absent: 1; Borgen

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

- A. 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)

Motion to Open 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) made by Heather Nesemeier and seconded by Deb White

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

Assistant City Engineer Clay Lexen shared proposed underground utility and street improvements on River Drive South, 18 Avenue South, 3 Street South, and Elm Street South. A Moorhead resident expressed concern about road closures associated with the project.

Motion to Close 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) made by Ryan Nelson and seconded by Nicole Mattson

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

- B. Resolution to Order Improvement and Declare Official Intent for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03)

Motion to Approve Resolution to Order Improvement and Declare Official Intent for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03) made by Heather Nesemeier and seconded by Deb White

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

- C. Resolution to Award Bid for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility

and Street Improvements (Eng. No. 25-A2-03)

Motion to Approve Resolution to Order Improvement and Declare Official Intent for River Dr S, 18th Ave S, 3rd St S, and Elm St S Underground Utility and Street Improvements (Eng. No. 25-A2-03) made by Heather Nesemeier and seconded by Deb White

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

- D. Public Hearing for 9th Ave S, 10th Ave S and 16th St S Area Street Improvements (Eng. No. 25-A2-01)

Motion to Open Public Hearing made by Chuck Hendrickson and seconded by Emily Moore

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

City Engineer Tom Trowbridge presented the proposed street improvements project for 9 Avenue South, 10 Avenue South, and 16 Street South.

Motion to Close Public Hearing made by Nicole Mattson and seconded by Heather Nesemeier

Motion Passed

For: 7; Nelson, Mattson, Nesemeier, Moore, White, McDougall, Hendrickson Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

- E. Resolution to Order Improvement and Declare Official Intent for 9th Ave S, 10th Ave S and 16th St S Area Street Improvements (Eng. No. 25-A2-01)

Motion to Approve Resolution to Order Improvement and Declare Official Intent for 9th Ave S, 10th Ave S and 16th St S Area Street Improvements (Eng. No. 25-A2-01) made by Deb White and seconded by Chuck Hendrickson

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

- F. Resolution to Award Bid for 9th Ave S, 10th Ave S and 16th St S Area Street Improvements (Eng. No. 25-A2-01)

Motion to Approve Resolution to Order Improvement and Declare Official Intent for 9th Ave S, 10th Ave S and 16th St S Area Street Improvements (Eng. No. 25-A2-01) made by Deb White and seconded by Chuck Hendrickson

Motion Passed

For: 7; Nelson, Mattson, Nesemeier, Moore, White, McDougall, Hendrickson
Against: 0;
Abstain/Recuse: 0;
Absent: 1; Borgen

10. Engineering Department

- A. *Resolution to Award Bid for the Sanitary Lift Station No. 2 Relocation Project (Eng. No. 18-13-08C)

11. Fire Department

- A. *Resolution to Enter into Joint Powers Agreement with State of Minnesota to Conduct Pre-Hire Background Checks
- B. *Resolution to Accept Grant Award for 2023-2024 Hazardous Materials Emergency Preparedness (HMEP) Grant Program (Budget Adjustment #25-002)

12. Parks and Recreation Department

- A. *Resolution to Accept Grant Funding from Convention and Visitors Bureau for the 2025 Celtic Festival

13. Community Development Department

- A. *Resolution to Approve Grant Agreement with MN Department of Transportation Office of Aeronautics - Moorhead Municipal Airport Florence Klingensmith Field
- B. *Resolution to Approve Assignment of Prairie Parkway 1st Addition Developer's Agreement
- C. *Second Reading of Ordinance 2025-02: An Ordinance to Amend and Reenact Title 10, Chapter 12, Residential, Chapter 13, Commercial, Chapter 14, Industrial, Chapter 15, Mixed Use, Chapter 17E, Gateway Overlay, Chapter 18, Use Regulations, Chapter 19, Site Development Standards of the Moorhead City Code and related Zoning Map Amendments
- D. *Resolution to Approve Title & Summary of Ordinance 2025-02

14. Moorhead Public Service

- A. *Resolution to Approve Change Order No. 3 with Border States Industries, Inc., for Circuit Breakers at Moorhead DOE Substation
- B. *Resolution to Award Bid for 2025 Water Distribution Pipe and Fittings

15. Mayor and Council Reports

Council member Mattson attended the Fargo Moorhead Metropolitan Council of Governments Policy Board meeting. She also attended the Iftar dinner celebrating the end of Ramadan. She extended appreciation to all who hosted and participated. Council Member Mattson attended a town hall event in Moorhead that was hosted by MN Attorney General Keith Ellison. Council member Mattson shared information on the Woodlands and High Plains Powwow scheduled in the Memorial Auditorium at Concordia on Saturday, April 5.

Council member Nesemeier attended the community Iftar event and invited people to join next year. Council member Nesemeier stated the Historical and Cultural Society of Clay County has an exhibit in honor of Kurdish Heritage Month. Council member Nesemeier also participated in an event hosted by the Cass Clay Food Partners.

Council member White expressed gratitude to everyone who hosted the Iftar event in Moorhead. Council member White offered Happy Nowruz to members of the Kurdish community and shared details about a Kurdish celebration on April 12. Council member White expressed appreciation for Siham Amedy and her involvement in the community.

Council member Hendrickson attended a board meeting and retreat for the Red River Basin Commission where Executive Director Jason Benson spoke about the FM Diversion project. Council member Hendrickson also attended a meeting titled Preparing Greater Minnesota Communities for Extreme Weather hosted by the West Central Initiative.

Mayor Carlson is serving on a strategic planning task force for the YMCA of Cass Clay. She is participating in weekly check-in meetings about flood mitigation efforts in the MN legislature. The meetings include the City of Moorhead, Clay County, Chamber of Commerce, and Metro Flood Diversion Authority. Mayor Carlson stated there was a MN House of Representatives Capital Investment Committee hearing in which Clay County Commissioner Jenny Mongeau, Executive Director Jason Benson, and she testified on behalf of metro flood diversion work. Mayor Carlson also attended a meeting for the Diversion Authority Planning Committee and shared an update on FEMA, as well as a strategic asset management plan that is being developed. Mayor Carlson swore-in three new Moorhead Police officers associated with the ICPOET grant. Mayor Carlson presented to the Moorhead Kiwanis Club with former Mayor Mark Voxland about the Community Center Library and other projects in the City. Mayor Carlson extended appreciation to city staff who organized the Library Community Center beam signing event. Mayor Carlson also signed a proclamation declaring March 2025 as Bleeding Disorders Awareness Month.

16. City Manager Reports

17. Executive Session

- A. Closed Executive Session pursuant to Minn. Stat. § 13D.05, subdivision 3 (b), for attorney-client consultation with external litigation counsel in the matter of Ames Construction Inc. vs. City of Moorhead

Motion to Enter Closed Executive Session at 6:51pm made by Heather Nesemeier and seconded by Ryan Nelson

Motion Passed

For: 6; Nelson, Mattson, Nesemeier, Moore, White, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

Motion to Exit Closed Session at 7:44pm made by Heather Nesemeier and seconded by Ryan Nelson

Motion Passed

For: 5; Nelson, Mattson, Nesemeier, Moore, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 1; Borgen

18. New Business

19. Adjourn

Meeting adjourned at 7:47pm.

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

April 14, 2025

SUBJECT:

Public Hearing to Authorize Filing of an Application to the Federal Transit Administration for Receipt of 2025 Federal Operating Assistance

RECOMMENDATION:

The Mayor and City Council are asked to conduct a Public Hearing and, following this, consider approval of the following actions:

1. Authorize submission of a 2025 Grant Application for operating assistance to Federal Transit Administration (FTA) Section 5307.
2. Authorize the Mayor or City Manager to sign FTA Certifications and Assurances.
3. Authorize the Mayor and City Manager to execute contracts with FTA.
4. Authorize the City of Fargo Senior Accountant – Transit or Finance Manager to furnish such additional information FTA may require in connection with such application or program of projects.
5. Authorize the City of Fargo Transit Director to set forth and execute affirmative minority business policies in connection with the Transit program of projects' procurement needs

BACKGROUND/KEY POINTS:

Moorhead receives an annual apportionment of FTA Section 5307 funds based on population. At this time, funds available for programming are from Federal Fiscal Year (FFY) 2022. The funds being utilized and proposed program of projects for 2025 are listed below. As noted in the published notice, the final approved Program of Projects will be available to the public in the Ground Transportation Center on April 15, 2025. No comments have been received in advance from the public.

--AMENDED--

URBANIZED AREA: Fargo, ND - Moorhead, MN

APPLICANT: City of Moorhead, MN

TRANSIT SERVICE AREA OF PROJECTS: Cities of Moorhead and Dilworth, MN

Section 5307 Federal Apportionment for FY2022 and FY2023

				Total	<u>\$2,226,274</u>
				Total	<u>\$2,226,274</u>
	Funding Source	Local Share	Federal Share	Project Totals	
PROGRAM OF PROJECTS DESCRIPTIONS					
I. OPERATING ASSISTANCE					
A. Maximum Federal Funding (up to 50% funding)					
1. Eligible net operating expenses of the Moorhead Transit System for the Period of January 2025 through December 2027					
	5307	\$2,226,274	\$2,226,274	\$4,452,548	
TOTAL PROGRAM OF PROJECTS				<u>\$2,226,274</u>	<u>\$2,226,274</u>
				<u>\$4,452,548</u>	



City Council Communication

April 14, 2025

FINANCIAL CONSIDERATIONS:

Local Share Operating Match: The 50% local match for operating costs consists of up to 30% State of Minnesota and 20% City and CARES Act fund

The 30% State local share includes State aid funds generated from Minnesota Vehicle Excise Taxes transferred to MN/DOT for granting purposes as well as State general fund revenue.

The 20% City local share consists of earned interest and Federal CARES Act. The CARES resources dedicated to transit means that no property tax revenue is being utilized for transit operating with the exception of minor grant ineligible expenses.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Mike Rietz, Assistant City Manager

Megan Zahradka, Accountant

Attachments:

RESOLUTION

Resolution to Authorize Filing of an Application to the Federal Transit Administration for Receipt of 2025 Federal Operating Assistance

WHEREAS, the Federal Transportation Administrator has been delegated authority to award Federal financial assistance for a transportation project; and,

WHEREAS, the grant or cooperative agreement for Federal financial assistance will impose certain obligations upon the Applicant, and may require the Applicant to provide the local share of the project cost; and

WHEREAS, the Applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project;

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

1. That the Mayor or City Manager, or his/her designee, is authorized to execute and file an application for Federal assistance on behalf of the City of Moorhead, Minnesota, with the Federal Transit Administration to aid in the financing of operating assistance projects authorized under Title 49, United States Code, Section 5307.
2. That the Mayor or City Manager, or his/her designee, and/or the City Attorney are authorized to execute and file with its applications the annual certifications and assurances and other documents the Federal Transportation Administration requires before awarding a Federal assistance grant or cooperative agreement.
3. That the City of Fargo Senior Accountant – Transit, or his/her designee, is authorized to furnish such additional information as the Federal Transit Administration may require in connection with such applications or program of projects.
4. That the City of Fargo Transit Director, or his/her designee, is authorized to set forth and execute affirmative minority business policies in connection with program of projects' procurement needs.
5. That the Mayor and City Manager, or his/her designee, are authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the City of Moorhead, Minnesota, for aid in the financing of operating and capital assistance projects

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Accept MN DEED Redevelopment Grant for the Downtown Moorhead Redevelopment Project and Approve Budget Adjustment #25-011

RECOMMENDATION:

A The Mayor and City Council are asked to accept a \$1 million Redevelopment Grant awarded by the Minnesota Department of Employment and Economic Development and related budget adjustment.

BACKGROUND/KEY POINTS:

The Redevelopment Grant Program helps communities with the costs of redeveloping blighted industrial, residential, or commercial sites and putting the land back into productive use. Grants pay up to half of redevelopment costs for a qualifying site, with a 50% local match.

In 2024, Moorhead was awarded a \$1 million grant in support of the Downtown Moorhead Redevelopment project for demolition of the Moorhead Center Mall east and south of City Hall. The first phase of this demolition was completed in 2024. The final section of this demolition has begun and is expected to be complete in approximately six weeks.

In 2025, Moorhead submitted another DEED Redevelopment application for the remainder of the demolition east of City Hall. On March 14, 2025, Mayor Carlson received an award letter from Commissioner Varilek announcing that Moorhead had been selected to receive a second \$1 million grant award, recognizing the significance of this downtown redevelopment project.

A budget adjustment is necessary because the award increases the overall Economic Development Fund (231) budget.

FINANCIAL CONSIDERATIONS:

Budget Adjustment #25-011

Fund Name	Acct. Description	Expenditure	Funding Source
Economic Development	State Grants		\$1,000,000
Economic Development	Project Costs	\$1,000,000	
	Total	\$1,000,000	\$1,000,000

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Amy Thorpe, Economic Development Program Administrator

Attachments: Award Letter
Draft Resolution

March 14, 2025

The Honorable Michelle Carlson
Mayor, City of Moorhead
403 Center Ave
Moorhead, MN 56560

Sent via email to: shelly.carlson@moorheadmn.gov

RE: Grant Awards – Redevelopment Grant Program

Dear Mayor Carlson:

The Department of Employment and Economic Development is pleased to announce the recent awards from the Redevelopment Grant Program. Following is a list of the projects selected for funding along with the grant amounts.

GRANTEE	PROJECT	GRANT AWARD
Alexandria, city of	Park and 3rd	\$292,024
Duluth EDA	True North Goodwill Resource	\$250,000
Moorhead, city of	Downtown MCM Phase 2	\$1,000,000
Norwood Young America, city of	Norwood Flats	\$238,500
Oakdale, city of	Tanners Lake	\$430,937
	Total	\$2,211,461

The Redevelopment Grant Program continues to be a very popular program that is often over-subscribed with funding requests. We are very proud of this program and the positive effects it has on communities. We are pleased to partner with our grantees to revitalize areas and provide opportunities for job creation and tax base increases that help our communities and State thrive.

Congratulations to the above grant recipients! They can be proud of a job well done!

For additional information, contact Kristin Lukes, Brownfields and Redevelopment Director at 651-259-7451.

Regards,



Matt Varilek
Commissioner

cc: Senator Robert Kupec
Representative Jim Joy and Representative Heather Keeler

Minnesota Department of Employment and Economic Development
Economic Development Division
Great Northern Bldg. 12th Fl., 180 E. 5th St.
St. Paul, MN 55101
mn.gov/deed

RESOLUTION

Resolution to Accept MN DEED Redevelopment Grant for the Downtown Moorhead Redevelopment Project and Approve Budget Adjustment #25-011.

WHEREAS, the City Council of the City of Moorhead did approve Resolution 2025-0113-D to approve an application to the Minnesota Department of Employment and Economic Development (DEED) "Redevelopment Grant Program" for a portion of the Downtown (MCM) Redevelopment Project; and

WHEREAS, on March 14, 2025, Commissioner Varilek notified the City of Moorhead that DEED had awarded a Redevelopment Grant in the amount of \$1M to the City of Moorhead; and

WHEREAS, a Grant Agreement between the City of Moorhead and the State of Minnesota is required to be executed by the Mayor and City Manager prior to beginning the project or receiving reimbursement; and

WHEREAS, the City Council finds the grant will support phase two demolition of the Downtown Moorhead Redevelopment Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Council does hereby accept the grant and authorize and direct the Mayor and City Manager to execute any related Grant Agreement and any amendment thereto, if any, or other related documents as necessary.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota Budget Adjustment 25-011 is hereby approved.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Award Bid for the 2025 City-wide Striping Project (Eng. No. 25-13-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to award the bid to Sir Lines-A-Lot of Edina, MN in the amount of \$300,591.00 as the lowest responsive, responsible bidder for the above-referenced project.

BACKGROUND/KEY POINTS:

The proposed project is routine maintenance associated with the City's pavement management program covering the City's approximately 200 miles of roadway. The City is required to maintain pavement markings in accordance with Federal and State standards for visibility. Each year, pavement markings at various locations throughout the City are restored with a goal of maintaining all pavement markings on an 8-year cycle. Work is coordinated with the Public Works Department's annual seal coat project. The pavement management program is a tool that supports staff efforts to prioritize projects and maintain the system in a fiscally responsible manner.

Bids for the project were received on March 26, 2025 and are summarized in the Financial Considerations below. Staff recommends awarding the bid to the apparent lowest responsible bidder.

FINANCIAL CONSIDERATIONS:

Two bids for the 2025 Citywide Striping Project were received on March 26, 2025 and are summarized below:

Sir Lines-A-Lot	\$300,591.00
NorthStar Safety	\$440,438.00
Engineer's Estimate	\$334,897.00

Based on the low bid, the total cost of the improvements, including contingencies, is \$315,620.55. The project will be financed through the approved 2025 City budget.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City Engineer
Jonathan Atkins, Traffic Engineer

Attachments: Bid Tabulation

BID TAB ENG. NO. 25-13-01
2025 Citywide Striping Project
3-26-25 10:00 AM CDT

3-26-25 10:00 AM CDT			ITEM		Engineer Estimate			Sir Lines-A-Lot		NorthStar Safety	
SPEC. NO.			UNIT	QUANTITY	UNIT PRICES	TOTAL COST	UNIT PRICES	TOTAL COST	UNIT PRICES	TOTAL COST	
Schedule 1 - Sealcoat											
2021.501	MOBILIZATION		LS	1	\$ 10,000.00	\$10,000.00	\$38,000.00	\$38,000.00	\$56,000.00	\$56,000.00	
2582.503	4 BROKEN LINE WHITE-EPOXY GROUND IN (WR)		LF	980	\$ 3.50	\$ 3,430.00	\$2.50	\$2,450.00	\$4.00	\$3,920.00	
2582.503	4 SOLID LINE WHITE-EPOXY GROUND IN (WR)		LF	14,496	\$ 3.50	\$50,736.00	\$2.50	\$36,240.00	\$4.00	\$57,984.00	
2582.503	4 BROKEN LINE YELLOW-EPOXY GROUND IN (WR)		LF	4,700	\$ 3.50	\$16,450.00	\$2.50	\$11,750.00	\$4.00	\$18,800.00	
2582.503	4 DOUBLE SOLID LINE YELLOW-EPOXY GROUND IN (WR)		LF	9,228	\$ 7.00	\$64,596.00	\$5.00	\$46,140.00	\$8.00	\$73,824.00	
2582.503	6 SOLID LINE WHITE-EPOXY GROUND IN (WR)		LF	1,067	\$ 12.00	\$12,804.00	\$14.50	\$15,471.50	\$14.00	\$14,938.00	
2582.503	8 BROKEN LINE WHITE-EPOXY GROUND IN (WR)		EA	26	\$ 16.00	\$ 416.00	\$16.50	\$429.00	\$14.00	\$364.00	
2582.503	8 SOLID LINE WHITE-EPOXY GROUND IN (WR)		EA	248	\$ 16.00	\$ 3,968.00	\$16.50	\$4,092.00	\$14.00	\$3,472.00	
2582.503	8 SOLID LINE YELLOW-EPOXY GROUND IN (WR)		LF	264	\$ 8.00	\$ 2,112.00	\$16.50	\$4,356.00	\$20.00	\$5,280.00	
2582.518	24 XWALK WHITE-EPOXY GROUND IN (WR)		SF	2,412	\$ 18.00	\$43,416.00	\$17.00	\$41,004.00	\$22.00	\$53,064.00	
2582.503	24 SOLID LINE WHITE-EPOXY GROUND IN (WR)		LF	686	\$ 30.00	\$20,580.00	\$21.50	\$14,749.00	\$35.00	\$24,010.00	
2582.502	PAVEMENT MESSAGE LEFT TURN ARROW - EPOXY GROUND IN (WR)		EA	5	\$ 600.00	\$ 3,000.00	\$375.00	\$1,875.00	\$600.00	\$3,000.00	
2582.502	PAVEMENT MESSAGE RIGHT TURN ARROW - EPOXY GROUND IN (WR)		EA	1	\$ 600.00	\$ 600.00	\$375.00	\$375.00	\$600.00	\$600.00	
2582.502	PAVEMENT MESSAGE THRU/LEFT ARROW - EPOXY GROUND IN (WR)		EA	1	\$ 700.00	\$ 700.00	\$550.00	\$550.00	\$700.00	\$700.00	
2582.502	PAVEMENT MESSAGE BIKE SHARROW - EPOXY GROUND IN (WR)		EA	6	\$ 450.00	\$ 2,700.00	\$450.00	\$2,700.00	\$450.00	\$2,700.00	
SCHEDULE I - TOTAL					\$	235,508.00		\$220,181.50		\$318,656.00	
Schedule 2 - General Striping											
2582.503	4 BROKEN LINE WHITE-EPOXY GROUND IN (WR)		LF	2,020	\$ 3.00	\$ 6,060.00	\$2.50	\$5,050.00	\$4.00	\$8,080.00	
2582.503	4 SOLID LINE WHITE-EPOXY GROUND IN (WR)		LF	9,078	\$ 3.00	\$27,234.00	\$2.50	\$22,695.00	\$4.00	\$36,312.00	
2582.503	4 DOUBLE SOLID LINE YELLOW-EPOXY GROUND IN (WR)		LF	2,170	\$ 6.00	\$13,020.00	\$5.00	\$10,850.00	\$8.00	\$17,360.00	
2582.503	8 SOLID LINE YELLOW-EPOXY GROUND IN (WR)		LF	195	\$ 15.00	\$ 2,925.00	\$16.50	\$3,217.50	\$20.00	\$3,900.00	
2582.518	24 XWALK WHITE-EPOXY GROUND IN (WR)		SF	1,100	\$ 18.00	\$19,800.00	\$17.00	\$18,700.00	\$22.00	\$24,200.00	
2582.503	24 SOLID LINE WHITE-EPOXY GROUND IN (WR)		LF	158	\$ 25.00	\$ 3,950.00	\$21.50	\$3,397.00	\$35.00	\$5,530.00	
2582.502	PAVEMENT MESSAGE LEFT TURN ARROW - EPOXY GROUND IN (WR)		EA	28	\$ 600.00	\$16,800.00	\$375.00	\$10,500.00	\$600.00	\$16,800.00	
2582.502	PAVEMENT MESSAGE RIGHT TURN ARROW - EPOXY GROUND IN (WR)		EA	16	\$ 600.00	\$ 9,600.00	\$375.00	\$6,000.00	\$600.00	\$9,600.00	
SCHEDULE II - TOTAL					\$	99,389.00		\$80,409.50		\$121,782.00	
Total Bid:					\$	334,897.00		\$300,591.00		\$440,438.00	

RESOLUTION

Resolution to Award Bid for the 2025 City-wide Striping Project (Eng. No. 25-13-01)

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

Bidder	Bid
Sir Lines-A-Lot	\$300,591.00
NorthStar Safety	\$440,438.00
Engineer's Estimate	\$334,897.00

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

1. It is found, determined and declared that the lowest responsive, responsible bid with respect to the proposed improvement was received from Sir Lines-A-Lot of Edina, MN in the amount of \$300,591.00. 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 City Budget.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with Sir Lines-A-Lot of Edina MN, for the 2025 Citywide Striping Project (Eng. No. 25-13-01), according to the plans and specifications on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$15,029.55) of the total contract amount.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Award Bid for the Moorhead Center Mall Redevelopment Streets & Utility Improvements, Phase 2 (Eng. No. 24-A6-02)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to award the bid to Sellin Brothers, Inc of Hawley, MN as the lowest responsive, responsible bidder for the above-referenced project.

BACKGROUND/KEY POINTS:

The City is working with Developers on the redevelopment of the Moorhead Center Mall area. The existing mall is being demolished and the City is constructing a new grid system of public streets and utilities in the Center Mall Redevelopment project area that will serve City Hall, the new Community Center/Public Library, and multiple private developments. Due to the need to accommodate existing businesses and developments under construction, the project is being completed in multiple phases.

On July 22, 2024, the City Council ordered the improvements and declared its intent to assess 100% of the cost to the benefiting properties in accordance with Minnesota Statutes Annotated, Chapter 429 (MS §429). The Council directed that the improvements be constructed during the 2024, 2025, and 2026 construction seasons.

In 2024, the City Council awarded the bid for Phase 1 of the redevelopment project. On Thursday, April 3, 2025, the City received bids from four bidders to construct Phase 2 of the improvements. Staff recommends awarding the bid to Sellin Brothers, Inc of Hawley, MN who was the lowest responsive, responsible bidder. The Phase 3 improvements are being designed and are anticipated to be bid in February, 2026.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	April 22, 2024
Receive Engineer's Report, Order Plans & Specs, and Call for a Public Hearing	June 10, 2024
Approve Plans & Specs and Authorize Ad for Bids for Phase 1	June 24, 2024
Receive Bids for Phase 1	July 17, 2024
Receive Petitions, Order Improvements & Declare Intent to Assess, and Award Phase 1 Bid	July 22, 2024
Phase 1 Construction	2024-2025
Receive Bids for Phase 2	April 3, 2025
Award Bid for Phase 2	April 14, 2025
Phase 2 Construction	May – Nov 2025
Approve Plans & Specs and Award Bids for future phases	2025-2026
Anticipated Construction Schedule	2024-2026
Hold Assessment Hearing	Fall 2026



City Council Communication

April 14, 2025

FINANCIAL CONSIDERATIONS:

Four bids for the Phase 2 improvements were received on April 3, 2025. The bids are detailed in the attached bid tabulation and summarized below:

The total cost of the Phase 2 improvements, including contingencies, testing and fees, is approximately \$8,500,000.

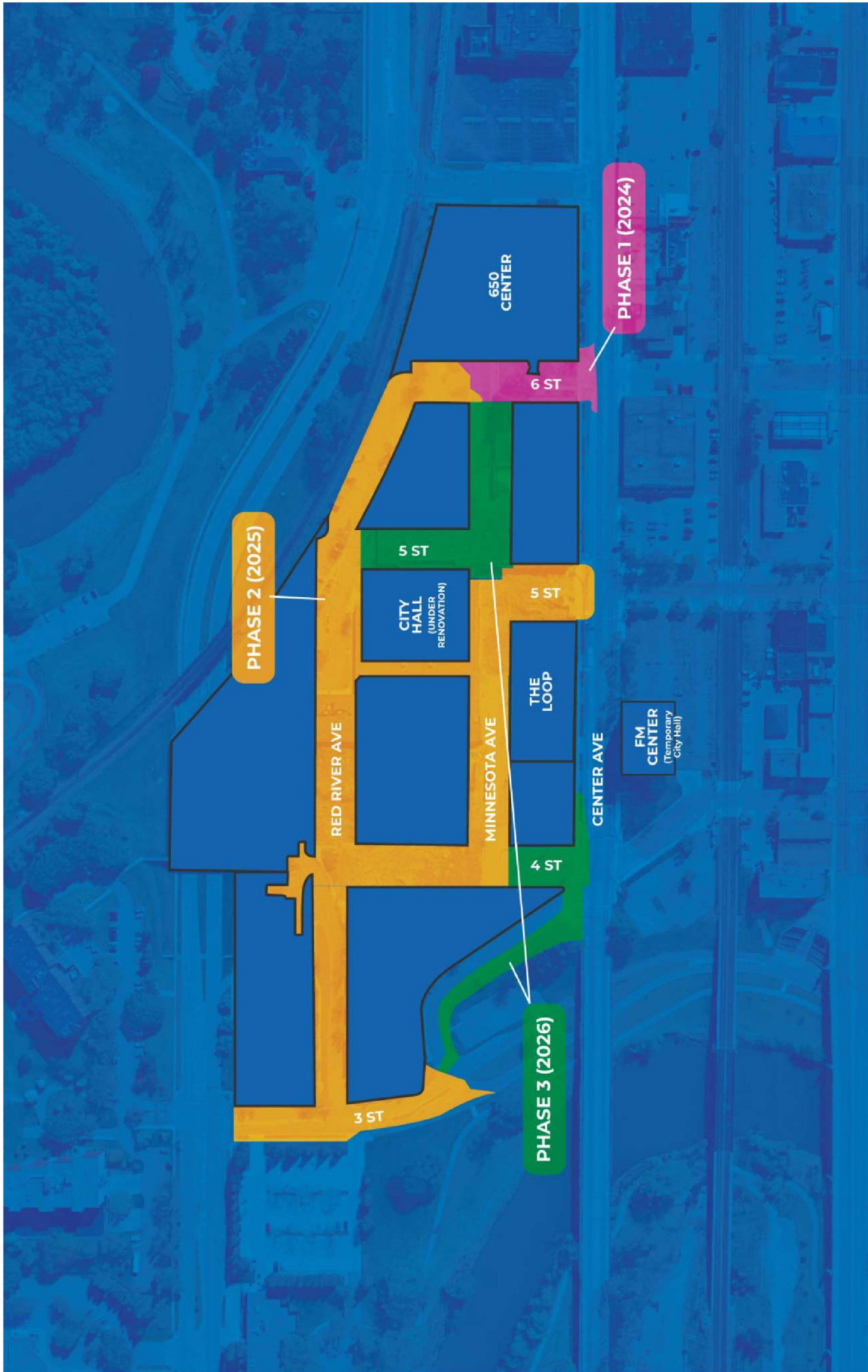
Based on the current estimate, the total cost of the entire project, including current and future phases plus contingencies and fees, is estimated to be approximately \$15,000,000 to \$18,000,000. It is proposed to finance the project, including the Phases 1, 2, and 3 improvements, through the PIR Fund using a General Obligation Improvement Bond, and to assess the entire cost of all phases of the street & utility project (\$15,000,000 to \$18,000,000) to the benefiting properties in accordance with the City's Special Assessment Policy.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Bob Zimmerman, Engineering Director
Clay Lexen, Senior Engineer
Tom Trowbridge, City Engineer

Attachments: Map, Bid Tabulation



BID TABULATION FOR CITY OF MOORHEAD ENG. NO. 24-A6-02 PH2
MOORHEAD CENTER MALL REDEVELOPMENT STREETS & UTILITY IMPROVEMENTS PHASE 2

BID OPENING 4/3/25 10:00 AM (VIRTUALLY VIA MICROSOFT TEAMS)

BID OPENING 4/3/25 10:00 AM (VIRTUALLY VIA MICROSOFT TEAMS)															
LINE ITEM		ITEM CODE	ITEM DESCRIPTION	UNITS	QUANTITY	ENGINEER ESTIMATE		SELLIN BROTHERS, INC.		MEYER CONTRACTING INC.		ALL FINISH CONCRETE, INC.		J.R. FERCHÉ, INC.	
						UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
SECTION I - MISCELLANEOUS															
1	2021.501		MOBILIZATION	LS	1	\$150,000.00	\$150,000.00	\$500,000.00	\$500,000.00	\$350,000.00	\$350,000.00	\$669,000.00	\$669,000.00	\$505,000.00	\$505,000.00
2	2101.502		CLEARING	EA	15	\$500.00	\$7,500.00	\$500.00	\$7,500.00	\$500.00	\$7,500.00	\$925.00	\$13,875.00	\$1,150.00	\$17,250.00
3	2101.502		GRUBBING	EA	15	\$500.00	\$7,500.00	\$500.00	\$7,500.00	\$150.00	\$2,250.00	\$925.00	\$13,875.00	\$575.00	\$8,625.00
4	2104.503		REMOVE CURB AND GUTTER	LF	4,164	\$6.00	\$33,312.00	\$7.00	\$29,148.00	\$3.37	\$14,032.68	\$8.00	\$33,312.00	\$7.00	\$29,148.00
5	2104.503		SAVING CONCRETE PAVEMENT (FULL DEPTH)	LF	51	\$10.00	\$510.00	\$6.00	\$306.00	\$5.50	\$280.50	\$5.00	\$255.00	\$10.00	\$510.00
6	2104.503		SAVING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	1,045	\$6.00	\$6,270.00	\$2.00	\$2,090.00	\$1.85	\$1,933.25	\$5.00	\$5,225.00	\$2.50	\$2,612.50
7	2104.504		REMOVE BITUMINOUS PAVEMENT	SY	7,441	\$8.00	\$59,528.00	\$8.00	\$59,528.00	\$8.00	\$59,528.00	\$9.00	\$66,969.00	\$8.00	\$59,528.00
8	2104.504		REMOVE CONCRETE PAVEMENT	SY	180	\$14.00	\$2,520.00	\$30.00	\$5,400.00	\$12.32	\$2,217.60	\$30.00	\$5,400.00	\$24.00	\$4,320.00
9	2104.518		REMOVE CONCRETE SIDEWALK	SF	19,658	\$1.00	\$19,658.00	\$2.00	\$39,316.00	\$0.62	\$12,187.96	\$1.50	\$29,487.00	\$2.00	\$39,316.00
10	2104.607		REMOVE DEBRIS	CY	500	\$25.00	\$12,500.00	\$40.00	\$20,000.00	\$56.09	\$28,045.00	\$20.00	\$10,000.00	\$65.00	\$32,500.00
11	2105.607		SELECT GRANULAR BORROW (CV)	CY	768	\$40.00	\$30,720.00	\$60.00	\$46,080.00	\$43.50	\$33,408.00	\$40.00	\$30,720.00	\$33.00	\$29,184.00
12	2106.607		COMMON EXCAVATION (EV)	CY	11,140	\$10.00	\$111,400.00	\$10.00	\$111,400.00	\$4.65	\$51,801.00	\$4.00	\$44,560.00	\$35.40	\$394,356.00
13	2105.607		COMMON BORROW (CV)	CY	6,250	\$20.00	\$125,000.00	\$28.00	\$175,000.00	\$41.34	\$258,375.00	\$17.00	\$106,250.00	\$29.00	\$181,250.00
14	2105.607		COMMON EXPORT (EV)	CY	5,375	\$15.00	\$80,625.00	\$18.00	\$96,750.00	\$16.17	\$86,913.75	\$14.00	\$75,250.00	\$19.10	\$102,862.50
15	2106.601		CONTAMINATED GROUNDWATER TREATMENT SYSTEM	LS	1	\$15,000.00	\$15,000.00	\$60,000.00	\$60,000.00	\$178,230.00	\$178,230.00	\$152,250.00	\$152,250.00	\$138,000.00	\$138,000.00
16	2106.606		PUMPING (SANITARY)	GAL	5,000	\$30.00	\$150,000.00	\$1.00	\$5,000.00	\$2.05	\$10,250.00	\$8.00	\$40,000.00	\$5.00	\$25,000.00
17	2106.606		PUMPING (OFFSITE TREATMENT)	GAL	5,000	\$30.00	\$150,000.00	\$1.00	\$5,000.00	\$15.70	\$78,500.00	\$8.00	\$40,000.00	\$20.00	\$100,000.00
18	2106.607		EXCAVATION SPECIAL (EV)	CY	2,000	\$30.00	\$60,000.00	\$2.50	\$5,000.00	\$26.97	\$53,940.00	\$12.00	\$24,000.00	\$8.00	\$16,000.00
19	2106.607		STOCKPILE CONTAMINATED MATERIAL (PRIMARY) (EV)	CY	1,500	\$10.00	\$15,000.00	\$14.00	\$21,000.00	\$26.38	\$39,570.00	\$20.00	\$40,000.00	\$15.00	\$22,500.00
20	2106.607		STOCKPILE CONTAMINATED MATERIAL (SECONDARY) (EV)	CY	500	\$10.00	\$5,000.00	\$14.00	\$7,000.00	\$29.30	\$14,650.00	\$25.00	\$12,500.00	\$25.00	\$12,500.00
21	2108.504		GEOTEXTILE FABRIC TYPE V - MODIFIED	SY	13,847	\$4.00	\$55,388.00	\$4.00	\$55,388.00	\$3.42	\$47,356.74	\$4.00	\$55,388.00	\$4.20	\$58,157.40
22	2112.604		SUBGRADE PREPARATION	SY	13,847	\$3.00	\$41,541.00	\$2.00	\$27,694.00	\$2.45	\$33,925.15	\$4.00	\$55,388.00	\$5.25	\$72,696.75
23	2123.510		MACHINE TIME	HR	30	\$300.00	\$9,000.00	\$850.00	\$25,500.00	\$825.00	\$24,750.00	\$350.00	\$10,500.00	\$1,500.00	\$45,000.00
24	2123.510		TRUCK TIME	HR	30	\$150.00	\$4,500.00	\$175.00	\$5,250.00	\$190.00	\$5,700.00	\$350.00	\$10,500.00	\$1,500.00	\$45,000.00
25	2211.507		AGGREGATE BASE (CV) CLASS 5 MODIFIED (P)	CY	3,562	\$50.00	\$178,100.00	\$60.00	\$213,720.00	\$58.61	\$208,768.82	\$53.00	\$188,786.00	\$52.00	\$185,224.00
26	2211.604		AGGREGATE BASE SPECIAL	SY	1,675	\$5.00	\$8,375.00	\$5.00	\$8,375.00	\$2.56	\$4,288.00	\$6.00	\$10,050.00	\$18.00	\$30,150.00
27	2360.509		TYPE SP 12.5 WEARING COURSE MIX (C)	TON	307	\$110.00	\$33,770.00	\$80.00	\$24,560.00	\$79.00	\$24,253.00	\$87.00	\$26,709.00	\$138.00	\$42,366.00
28	2360.509		TYPE SP 12.5 NON WEAR COURSE MIX (B)	TON	934	\$100.00	\$93,400.00	\$80.00	\$74,720.00	\$79.00	\$73,786.00	\$87.00	\$81,258.00	\$113.00	\$105,542.00
29	2502.503		4" PERF PVC PIPE DRAIN	LF	5,056	\$10.00	\$50,560.00	\$11.00	\$55,616.00	\$17.16	\$86,760.96	\$8.00	\$40,448.00	\$30.00	\$151,680.00
30	2521.518		4" CONCRETE WALK	SF	11,988	\$6.00	\$71,928.00	\$11.00	\$131,868.00	\$10.11	\$121,198.68	\$7.75	\$92,907.00	\$8.91	\$106,813.08
31	2521.518		4" COLORED CONCRETE WALK	SF	235	\$15.00	\$3,525.00	\$23.00	\$5,405.00	\$29.18	\$6,857.30	\$19.00	\$4,465.00	\$21.85	\$5,134.75
32	2521.518		4" COLORED CONCRETE WALK - STAMPED TYPE 1	SF	358	\$18.00	\$6,444.00	\$26.00	\$9,308.00	\$34.86	\$12,479.88	\$22.00	\$7,876.00	\$25.30	\$9,057.40
33	2521.518		4" COLORED CONCRETE WALK - STAMPED TYPE 2	SF	299	\$18.00	\$5,382.00	\$26.00	\$7,774.00	\$34.81	\$10,408.19	\$22.00	\$6,578.00	\$25.30	\$7,564.70
34	2521.518		4" COLORED CONCRETE WALK - STAMPED TYPE 3	SF	1,068	\$18.00	\$19,224.00	\$26.00	\$27,768.00	\$34.28	\$36,611.04	\$22.00	\$23,486.00	\$25.30	\$27,020.40
35	2521.518		6" CONCRETE WALK	SF	3,682	\$9.00	\$33,138.00	\$12.00	\$44,184.00	\$11.40	\$41,974.80	\$9.00	\$33,138.00	\$10.35	\$38,108.70
36	2521.602		TEST PANEL - CONCRETE WALK	EA	12	\$800.00	\$9,600.00	\$1,150.00	\$13,800.00	\$1,500.00	\$18,000.00	\$1,100.00	\$13,200.00	\$1,265.00	\$15,180.00
37	2531.503		CONCRETE CURB AND GUTTER TYPE B618	LF	310	\$30.00	\$9,300.00	\$31.00	\$9,610.00	\$33.01	\$10,233.10	\$30.00	\$9,300.00	\$33.35	\$10,338.50
38	2531.503		CONCRETE CURB AND GUTTER TYPE B624	LF	6,019	\$45.00	\$270,855.00	\$51.00	\$308,595.00	\$35.01	\$210,725.19	\$30.00	\$180,570.00	\$33.35	\$200,733.65
39	2531.504		7" CONCRETE DRIVEWAY PAVEMENT	SY	444	\$130.00	\$57,720.00	\$125.00	\$55,500.00	\$117.31	\$52,085.64	\$100.00	\$44,400.00	\$113.85	\$50,549.40
40	2531.504		8" CONCRETE PAVEMENT	SY	6,098	\$130.00	\$792,740.00	\$110.00	\$670,780.00	\$105.00	\$640,290.00	\$103.00	\$628,094.00	\$118.45	\$722,308.10
41	2531.504		8" COLORED CONCRETE PAVEMENT	SY	2,354	\$140.00	\$329,560.00	\$130.00	\$306,020.00	\$205.00	\$482,570.00	\$123.00	\$289,542.00	\$141.45	\$332,973.30
42	2531.602		TEST PANEL - CONCRETE PAVEMENT	EA	3	\$1,000.00	\$3,000.00	\$1,250.00	\$3,750.00	\$2,000.00	\$6,000.00	\$1,200.00	\$3,600.00	\$1,380.00	\$4,140.00
43	2531.618		TRUNCATED DOMES	SF	270	\$70.00	\$18,900.00	\$76.00	\$20,520.00	\$100.00	\$27,000.00	\$72.00	\$19,440.00	\$82.80	\$22,356.00
44	2563.601		TRAFFIC CONTROL	LS	1	\$20,000.00	\$20,000.00	\$50,000.00	\$50,000.00	\$13,220.00	\$13,220.00	\$40,000.00	\$40,000.00	\$20,000.00	\$20,000.00
45	2564.518		SIGN TYPE C	SF	250	\$75.00	\$18,750.00	\$50.00	\$12,500.00	\$58.70	\$14,675.00	\$65.00	\$16,250.00	\$68.00	\$17,000.00
46	2573.501		STABILIZED CONSTRUCTION EXIT	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00
47	2573.502		STORM DRAIN INLET PROTECTION	EA	66	\$250.00	\$16,500.00	\$200.00	\$13,200.00	\$150.00	\$9,900.00	\$165.00	\$10,890.00	\$300.00	\$19,800.00
48	2573.503		SILT FENCE, TYPE HI	LF	355	\$4.00	\$1,420.00	\$4.00	\$1,420.00	\$7.23	\$2,566.65	\$4.00	\$1,420.00	\$5.75	\$2,041.25
49	2573.503		SEDIMENT CONTROL LOG TYPE STRAW	LF	3,650	\$3.00	\$10,950.00	\$3.50	\$12,775.00	\$4.48	\$16,352.00	\$3.50	\$12,775.00	\$2.60	\$9,490.00
50	2574.507		SELECT TOPSOIL BORROW (LV)	CY	900	\$35.00	\$31,500.00	\$75.00	\$67,500.00	\$72.83	\$65,547.00	\$24.00	\$21,600.00	\$55.00	\$49,500.00

BID TABULATION FOR CITY OF MOORHEAD ENG. NO. 24-A6-02 PH2
MOORHEAD CENTER MALL REDEVELOPMENT STREETS & UTILITY IMPROVEMENTS PHASE 2

51	2575.604	TURF ESTABLISHMENT	SY	8.135	\$2.00	\$16,270.00	\$2.00	\$16,270.00	\$1.65	\$13,422.75	\$2.00	\$16,270.00	\$2.00	\$16,270.00	\$2.00	\$16,270.00
52	2582.503	6" SOLID LINE WHITE-EPOXY (WR)	LF	400	\$5.00	\$2,000.00	\$5.25	\$2,100.00	\$5.00	\$2,000.00	\$5.50	\$2,250.00	\$5.50	\$2,300.00	\$5.75	\$2,300.00
53	2582.503	12" SOLID LINE WHITE-EPOXY (WR)	LF	100	\$10.00	\$1,000.00	\$11.00	\$1,100.00	\$10.50	\$1,050.00	\$11.50	\$1,200.00	\$11.50	\$1,200.00	\$12.00	\$1,200.00
54	2582.503	4" SOLID LINE BLUE-EPOXY GROUND IN (WR)	LF	500	\$5.00	\$2,500.00	\$7.00	\$3,500.00	\$25.00	\$12,500.00	\$27.50	\$13,750.00	\$27.50	\$13,750.00	\$30.00	\$15,000.00
55	2582.503	4" SOLID LINE WHITE-EPOXY GROUND IN (WR)	LF	1,205	\$5.00	\$6,025.00	\$5.00	\$6,025.00	\$4.50	\$5,422.50	\$5.00	\$6,025.00	\$5.00	\$6,025.00	\$5.20	\$6,266.00
56	2582.503	4" DOUBLE LINE YELLOW-EPOXY GROUND IN (WR)	LF	445	\$5.00	\$2,225.00	\$10.00	\$4,450.00	\$9.00	\$4,005.00	\$10.00	\$4,450.00	\$10.00	\$4,450.00	\$10.50	\$4,672.50
57	2582.503	4" BROKEN LINE YELLOW-EPOXY GROUND IN (WR)	LF	150	\$5.00	\$750.00	\$5.00	\$750.00	\$4.50	\$675.00	\$5.00	\$750.00	\$5.00	\$750.00	\$5.20	\$780.00
58	2582.503	6" SOLID LINE WHITE-EPOXY GROUND IN (WR)	LF	142	\$5.00	\$710.00	\$6.00	\$852.00	\$5.50	\$781.00	\$6.00	\$852.00	\$6.00	\$852.00	\$6.50	\$923.00
59	2582.503	8" SOLID LINE WHITE-EPOXY GROUND IN (WR)	LF	2,265	\$5.00	\$11,325.00	\$7.00	\$15,855.00	\$6.00	\$13,590.00	\$7.00	\$15,855.00	\$7.00	\$15,855.00	\$7.50	\$16,263.00
60	2582.503	12" SOLID LINE YELLOW-EPOXY GROUND IN (WR)	LF	110	\$20.00	\$2,200.00	\$13.00	\$1,430.00	\$12.00	\$1,320.00	\$13.00	\$1,430.00	\$13.00	\$1,430.00	\$14.00	\$1,540.00
61	2582.503	24" SOLID LINE WHITE-EPOXY GROUND IN (WR)	LF	190	\$25.00	\$4,750.00	\$16.00	\$3,040.00	\$15.00	\$2,850.00	\$16.50	\$3,135.00	\$16.50	\$3,135.00	\$17.50	\$3,325.00
62	2582.518	24" SOLID LINE GREEN-PREF THERMO GROUND IN (ESR)	SF	80	\$35.00	\$2,800.00	\$23.00	\$1,840.00	\$22.00	\$1,760.00	\$24.00	\$1,920.00	\$24.00	\$1,920.00	\$25.50	\$2,040.00
63	2582.518	CROSSWALK - 24" SOLID LINE WHITE-EPOXY GROUND IN (WR)	SF	960	\$35.00	\$33,600.00	\$12.00	\$11,520.00	\$11.00	\$10,560.00	\$12.00	\$11,520.00	\$12.00	\$11,520.00	\$13.00	\$12,480.00
64	2582.518	PAVEMENT MESSAGE - LEFT TURN ARROW EPOXY GROUND IN (WR)	SF	31	\$35.00	\$1,085.00	\$35.00	\$1,085.00	\$32.50	\$1,007.50	\$35.00	\$1,085.00	\$35.00	\$1,085.00	\$40.00	\$1,240.00
65	2582.518	PAVEMENT MESSAGE - ACCESSIBLE PARKING EPOXY GROUND IN (WR)	SF	192	\$50.00	\$9,600.00	\$35.00	\$6,720.00	\$32.50	\$6,240.00	\$35.00	\$6,720.00	\$35.00	\$6,720.00	\$40.00	\$7,680.00
SECTION I - TOTAL						\$3,348,953.00		\$3,535,649.00		\$3,674,079.63		\$3,433,608.00				\$4,193,458.88
SECTION II - SANITARY SEWER																
66	2451.602	ANTI-SEEP COLLAR - SANITARY SEWER	EA	4	\$3,500.00	\$14,000.00	\$1,000.00	\$4,000.00	\$4,862.13	\$19,448.52	\$4,950.00	\$19,800.00	\$4,950.00	\$19,800.00	\$4,500.00	\$18,000.00
67	2503.503	4" PVC C900 PIPE SEWER	LF	529	\$80.00	\$42,320.00	\$75.00	\$39,675.00	\$77.08	\$40,775.32	\$76.00	\$40,204.00	\$76.00	\$40,204.00	\$89.00	\$46,501.00
68	2503.503	8" PVC SDR 35 PIPE SEWER	LF	736	\$100.00	\$73,600.00	\$90.00	\$66,040.00	\$92.54	\$68,060.24	\$126.50	\$93,634.00	\$126.50	\$93,634.00	\$115.00	\$86,940.00
69	2503.503	10" PVC SDR 35 PIPE SEWER	LF	1,028	\$110.00	\$113,080.00	\$100.00	\$102,800.00	\$111.26	\$114,375.28	\$137.50	\$141,350.00	\$137.50	\$141,350.00	\$125.00	\$126,500.00
70	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER	LF	2,313	\$4.00	\$9,252.00	\$3.00	\$6,939.00	\$2.50	\$5,782.50	\$5.00	\$11,565.00	\$5.00	\$11,565.00	\$4.00	\$9,252.00
71	2503.602	4" 45 BEND	EA	2	\$500.00	\$1,000.00	\$1,000.00	\$2,000.00	\$809.93	\$1,619.86	\$605.00	\$1,210.00	\$605.00	\$1,210.00	\$550.00	\$1,100.00
72	2503.602	8" PLUG	EA	10	\$750.00	\$7,500.00	\$600.00	\$6,000.00	\$336.60	\$3,366.00	\$275.00	\$2,750.00	\$275.00	\$2,750.00	\$250.00	\$2,500.00
73	2503.602	8"x8" WYE SEWER	EA	3	\$1,000.00	\$3,000.00	\$1,500.00	\$4,500.00	\$950.07	\$2,850.21	\$1,100.00	\$3,300.00	\$1,100.00	\$3,300.00	\$1,000.00	\$3,000.00
74	2503.602	10"x8" WYE SEWER	EA	5	\$1,200.00	\$6,000.00	\$1,750.00	\$8,750.00	\$1,175.15	\$5,875.75	\$1,650.00	\$8,250.00	\$1,650.00	\$8,250.00	\$1,500.00	\$7,500.00
75	2503.602	ADJUST FRAME & RING CASTING	EA	2	\$300.00	\$600.00	\$700.00	\$1,400.00	\$2,221.57	\$4,443.14	\$797.50	\$1,595.00	\$797.50	\$1,595.00	\$725.00	\$1,450.00
76	2503.602	CONNECT TO EXISTING MANHOLES (SAN)	EA	1	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00	\$1,707.21	\$1,707.21	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,000.00	\$5,000.00
77	2506.602	CONNECT TO EXISTING SANITARY SEWER	EA	3	\$1,000.00	\$3,000.00	\$3,000.00	\$9,000.00	\$1,208.76	\$3,626.28	\$5,500.00	\$16,500.00	\$5,500.00	\$16,500.00	\$5,000.00	\$15,000.00
78	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4007	EA	6	\$17,500.00	\$105,000.00	\$7,500.00	\$45,000.00	\$8,095.59	\$48,573.54	\$9,350.00	\$56,100.00	\$9,350.00	\$56,100.00	\$8,500.00	\$51,000.00
79	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4007	EA	1	\$10,000.00	\$10,000.00	\$12,500.00	\$12,500.00	\$10,956.36	\$10,956.36	\$13,200.00	\$12,000.00	\$13,200.00	\$12,000.00	\$12,000.00	\$12,000.00
80	2506.602	RECONSTRUCT DRAINAGE STRUCTURE	EA	1	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$894.01	\$894.01	\$8,250.00	\$8,250.00	\$8,250.00	\$8,250.00	\$7,500.00	\$7,500.00
SECTION II - TOTAL						\$337,852.00		\$316,104.00		\$334,254.22		\$425,208.00				\$385,243.00
SECTION III - WATERMAIN																
81	2104.601	WATERMAIN TEMPORARY BYPASS	LS	1	\$10,000.00	\$10,000.00	\$12,500.00	\$12,500.00	\$12,194.74	\$12,194.74	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00	\$30,000.00	\$30,000.00
82	2104.602	WATERMAIN GATE VALVE	EA	1	\$1,000.00	\$1,000.00	\$4,500.00	\$4,500.00	\$3,433.67	\$3,433.67	\$935.00	\$935.00	\$935.00	\$935.00	\$850.00	\$850.00
83	2451.602	ANTI-SEEP COLLAR - WATERMAIN	EA	6	\$3,500.00	\$21,000.00	\$1,000.00	\$6,000.00	\$4,862.13	\$29,172.78	\$4,950.00	\$29,700.00	\$4,950.00	\$29,700.00	\$4,500.00	\$27,000.00
84	2504.601	TEST EXISTING WATERMAIN	LS	1	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00	\$2,707.78	\$2,707.78	\$8,250.00	\$8,250.00	\$8,250.00	\$8,250.00	\$7,500.00	\$7,500.00
85	2504.602	6" 90 DEGREE BEND	EA	1	\$625.00	\$625.00	\$750.00	\$750.00	\$863.60	\$863.60	\$1,210.00	\$1,210.00	\$1,210.00	\$1,210.00	\$1,100.00	\$1,100.00
86	2504.602	8" 11 DEGREE BEND	EA	1	\$675.00	\$675.00	\$800.00	\$800.00	\$1,015.47	\$1,015.47	\$1,210.00	\$1,210.00	\$1,210.00	\$1,210.00	\$1,100.00	\$1,100.00
87	2504.602	8" 45 DEGREE BEND	EA	12	\$750.00	\$9,000.00	\$650.00	\$10,200.00	\$1,047.39	\$12,568.68	\$1,430.00	\$17,160.00	\$1,430.00	\$17,160.00	\$1,300.00	\$15,600.00
88	2504.602	12" 45 DEGREE BEND	EA	24	\$1,400.00	\$33,600.00	\$2,500.00	\$60,000.00	\$1,959.81	\$47,035.44	\$2,090.00	\$50,160.00	\$2,090.00	\$50,160.00	\$1,900.00	\$45,600.00
89	2504.602	12" 90 DEGREE BEND	EA	2	\$1,750.00	\$3,500.00	\$1,650.00	\$3,300.00	\$2,079.83	\$4,159.66	\$2,310.00	\$4,620.00	\$2,310.00	\$4,620.00	\$2,100.00	\$4,200.00
90	2504.602	8"x6" TEE	EA	1	\$1,150.00	\$1,150.00	\$1,250.00	\$1,250.00	\$1,378.36	\$1,378.36	\$1,815.00	\$1,815.00	\$1,815.00	\$1,815.00	\$1,650.00	\$1,650.00
91	2504.602	10"x10" TEE	EA	1	\$1,920.00	\$1,920.00	\$2,250.00	\$2,250.00	\$2,108.62	\$2,108.62	\$2,530.00	\$2,530.00	\$2,530.00	\$2,530.00	\$2,300.00	\$2,300.00
92	2504.602	12"x6" TEE	EA	7	\$1,760.00	\$12,320.00	\$2,500.00	\$17,500.00	\$2,217.74	\$15,524.18	\$2,530.00	\$17,710.00	\$2,530.00	\$17,710.00	\$2,300.00	\$16,100.00
93	2504.602	12"x8" TEE	EA	9	\$2,000.00	\$18,000.00	\$2,750.00	\$24,750.00	\$2,441.19	\$21,970.71	\$2,860.00	\$25,740.00	\$2,860.00	\$25,740.00	\$2,600.00	\$23,400.00
94	2504.602	12"x12" TEE	EA	2	\$2,600.00	\$5,200.00	\$3,000.00	\$6,000.00	\$2,848.10	\$5,696.20	\$2,970.00	\$5,940.00	\$2,970.00	\$5,940.00	\$2,700.00	\$5,400.00
95	2504.602	12"x8" REDUCER	EA	1	\$925.00	\$925.00	\$1,000.00	\$1,000.00	\$1,554.53	\$1,554.53	\$1,925.00	\$1,925.00	\$1,925.00	\$1,925.00	\$1,750.00	\$1,750.00
96	2504.602	12"x10" REDUCER	EA	1	\$1,000.00	\$1,000.00	\$1,250.00	\$1,250.00	\$1,933.41	\$1,933.41	\$2,035.00	\$2,035.00	\$2,035.00	\$2,035.00	\$1,850.00	\$1,850.00
97	2504.602	8" HYMAX PLUG	EA	11	\$1,000.00	\$11,000.00	\$850.00	\$9,350.00	\$1,233.70	\$13,570.70	\$1,980.00	\$21,780.00	\$1,980.00	\$21,780.00	\$1,800.00	\$19,800.00
98	2504.602	12" PLUG	EA	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$4,066.79	\$4,066.79	\$1,760.00	\$1,760.00	\$1,760.00	\$1,760.00	\$1,600.00	\$1,600.00
99	2504.602	6" GATE VALVE & BOX	EA	5	\$3,500.00	\$17,500.00	\$3,000.00	\$15,000.00	\$2,929.11	\$14,645.55	\$3,520.00	\$17,600.00	\$3,520.00	\$17,600.00	\$3,200.00	\$16,000.00
100	2504.602	8" GATE VALVE & BOX	EA	11	\$4,500.00	\$49,500.00	\$4,000.00	\$44,000.00	\$4,020.56	\$44,226.16	\$4,400.00	\$48,400.00	\$4,400.00	\$48,400.00	\$4,000.00	\$44,000.00

BID TABULATION FOR CITY OF MOORHEAD ENG. NO. 24-A6-02 PH2
MOORHEAD CENTER MALL REDEVELOPMENT STREETS & UTILITY IMPROVEMENTS PHASE 2

101	2504.602	10" GATE VALVE & BOX	EA	1	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,686.29	\$5,686.29	\$5,820.00	\$5,820.00	\$6,200.00	\$6,200.00	\$6,200.00	\$6,200.00
102	2504.602	12" GATE VALVE & BOX	EA	13	\$6,500.00	\$64,500.00	\$64,500.00	\$64,500.00	\$64,500.00	\$6,907.01	\$6,907.01	\$8,470.00	\$8,470.00	\$110,110.00	\$110,110.00	\$7,700.00	\$100,100.00
103	2504.602	HYDRANT	EA	6	\$9,500.00	\$54,000.00	\$54,000.00	\$54,000.00	\$54,000.00	\$10,106.08	\$60,636.48	\$8,745.00	\$8,745.00	\$7,950.00	\$7,950.00	\$47,700.00	\$47,700.00
104	2504.602	INSTALL SALVAGED GATE VALVE	EA	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$6,566.33	\$6,566.33	\$3,300.00	\$3,300.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
105	2504.602	CONNECT TO EXISTING WATER SERVICE	EA	2	\$1,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$1,855.81	\$3,711.62	\$3,520.00	\$3,520.00	\$7,040.00	\$7,040.00	\$3,200.00	\$6,400.00
106	2504.602	CONNECT TO EXISTING WATER MAIN	EA	3	\$2,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$2,308.29	\$6,924.87	\$4,950.00	\$4,950.00	\$14,850.00	\$14,850.00	\$4,500.00	\$13,500.00
107	2504.603	6" PVC WATERMAIN	LF	53	\$100.00	\$5,300.00	\$5,300.00	\$5,300.00	\$5,300.00	\$109.59	\$5,808.27	\$105.00	\$105.00	\$5,565.00	\$5,565.00	\$96.00	\$5,068.00
108	2504.603	6" DIP WATERMAIN	LF	19	\$125.00	\$2,375.00	\$2,375.00	\$2,375.00	\$2,375.00	\$108.03	\$2,062.57	\$143.00	\$143.00	\$2,717.00	\$2,717.00	\$130.00	\$2,470.00
109	2504.603	8" PVC WATERMAIN	LF	281	\$110.00	\$30,910.00	\$30,910.00	\$30,910.00	\$30,910.00	\$106.77	\$30,012.37	\$110.00	\$110.00	\$30,310.00	\$30,310.00	\$101.00	\$28,381.00
110	2504.603	8" DIP WATERMAIN	LF	97	\$135.00	\$13,095.00	\$13,095.00	\$13,095.00	\$13,095.00	\$106.75	\$10,354.75	\$143.00	\$143.00	\$13,871.00	\$13,871.00	\$130.00	\$12,610.00
111	2504.603	10" PVC WATERMAIN	LF	10	\$115.00	\$1,150.00	\$1,150.00	\$1,150.00	\$1,150.00	\$142.87	\$1,428.70	\$154.00	\$154.00	\$1,540.00	\$1,540.00	\$140.00	\$1,400.00
112	2504.603	12" PVC WATERMAIN	LF	1,880	\$125.00	\$235,000.00	\$235,000.00	\$235,000.00	\$235,000.00	\$142.23	\$226,392.40	\$132.00	\$132.00	\$248,160.00	\$248,160.00	\$120.00	\$225,600.00
113	2504.603	12" DIP WATERMAIN	LF	327	\$150.00	\$49,050.00	\$49,050.00	\$49,050.00	\$49,050.00	\$143.19	\$46,823.13	\$208.00	\$208.00	\$68,016.00	\$68,016.00	\$189.00	\$61,803.00
114	2504.601	DISCONNECT 6" WATER SERVICE	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$874.70	\$874.70	\$2,750.00	\$2,750.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
SECTION III - TOTAL						\$698,295.00		\$793,075.00		\$777,880.64		\$881,599.00		\$763,552.00			
SECTION IV - STORM SEWER																	
115	2451.602	ANTI-SLEEP COLLAR - STORM SEWER	EA	2	\$5,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$5,858.71	\$11,717.42	\$5,000.00	\$5,000.00	\$4,500.00	\$4,500.00	\$9,000.00	\$9,000.00
116	2104.602	REMOVE MANHOLE OR CATCH BASIN	EA	13	\$1,250.00	\$16,250.00	\$16,250.00	\$16,250.00	\$16,250.00	\$582.98	\$7,578.74	\$935.00	\$935.00	\$12,155.00	\$12,155.00	\$850.00	\$11,050.00
117	2104.603	REMOVE SEWER PIPE (STORM)	LF	135	\$20.00	\$2,700.00	\$2,700.00	\$2,700.00	\$2,700.00	\$27.54	\$3,717.90	\$39.00	\$39.00	\$5,265.00	\$5,265.00	\$35.00	\$4,725.00
118	2104.602	ABANDON MANHOLE OR CATCH BASIN	EA	2	\$1,250.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$1,259.17	\$2,518.34	\$1,650.00	\$1,650.00	\$3,300.00	\$3,300.00	\$1,500.00	\$3,000.00
119	2104.603	ABANDON SEWER PIPE (STORM)	EA	310	\$50.00	\$15,500.00	\$15,500.00	\$15,500.00	\$15,500.00	\$26.75	\$8,292.50	\$22.00	\$22.00	\$6,820.00	\$6,820.00	\$20.00	\$6,200.00
120	2502.603	4" PVC PIPE DRAIN	LF	538	\$30.00	\$16,140.00	\$16,140.00	\$16,140.00	\$16,140.00	\$74.56	\$40,113.28	\$49.00	\$49.00	\$26,362.00	\$26,362.00	\$45.00	\$24,210.00
121	2502.603	12" PVC PIPE DRAIN	LF	16	\$80.00	\$1,280.00	\$1,280.00	\$1,280.00	\$1,280.00	\$132.79	\$2,124.64	\$132.00	\$132.00	\$2,112.00	\$2,112.00	\$120.00	\$1,920.00
122	2503.603	12" RC PIPE SEWER DESIGN 3006 CL III	LF	444	\$80.00	\$35,520.00	\$35,520.00	\$35,520.00	\$35,520.00	\$97.25	\$43,179.00	\$167.00	\$167.00	\$74,148.00	\$74,148.00	\$152.00	\$67,488.00
123	2503.603	15" RC PIPE SEWER DESIGN 3006 CL III	LF	617	\$95.00	\$58,615.00	\$58,615.00	\$58,615.00	\$58,615.00	\$106.08	\$65,451.36	\$178.00	\$178.00	\$109,826.00	\$109,826.00	\$161.00	\$99,337.00
124	2503.603	18" RC PIPE SEWER DESIGN 3006 CL III	LF	430	\$110.00	\$47,300.00	\$47,300.00	\$47,300.00	\$47,300.00	\$105.92	\$45,545.60	\$181.50	\$181.50	\$78,045.00	\$78,045.00	\$165.00	\$70,950.00
125	2503.603	24" RC PIPE SEWER DESIGN 3006 CL III	LF	1,593	\$150.00	\$238,950.00	\$238,950.00	\$238,950.00	\$238,950.00	\$132.58	\$211,199.94	\$196.00	\$196.00	\$312,228.00	\$312,228.00	\$178.00	\$283,554.00
126	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER	LF	3,100	\$3.50	\$10,850.00	\$10,850.00	\$10,850.00	\$10,850.00	\$3.50	\$10,850.00	\$9.00	\$9.00	\$27,900.00	\$27,900.00	\$3.00	\$24,800.00
127	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48" - 4020	EA	24	\$4,500.00	\$108,000.00	\$108,000.00	\$108,000.00	\$108,000.00	\$5,298.77	\$127,194.48	\$5,335.00	\$5,335.00	\$128,040.00	\$128,040.00	\$4,850.00	\$116,400.00
128	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60" - 4020	EA	10	\$9,000.00	\$90,000.00	\$90,000.00	\$90,000.00	\$90,000.00	\$7,993.75	\$79,937.50	\$8,470.00	\$8,470.00	\$94,700.00	\$94,700.00	\$7,700.00	\$77,000.00
129	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72" - 4020	EA	2	\$12,500.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$13,329.74	\$26,659.48	\$13,200.00	\$13,200.00	\$26,400.00	\$26,400.00	\$12,000.00	\$24,000.00
130	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN G OR H	EA	17	\$3,500.00	\$59,500.00	\$59,500.00	\$59,500.00	\$59,500.00	\$3,867.19	\$65,742.23	\$3,520.00	\$3,520.00	\$59,840.00	\$59,840.00	\$3,200.00	\$54,400.00
131	2506.602	CONNECT TO EXISTING STORM SEWER	EA	1	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$2,173.67	\$2,173.67	\$2,750.00	\$2,750.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
132	2506.602	CONNECT INTO EXISTING MANHOLE	EA	5	\$1,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$2,127.92	\$10,639.60	\$4,000.00	\$4,000.00	\$3,650.00	\$3,650.00	\$18,250.00	\$18,250.00
133	2506.602	ADJUST FRAME & RING CASTING	EA	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,905.63	\$1,905.63	\$825.00	\$825.00	\$750.00	\$750.00	\$750.00	\$750.00
134	2506.602	RECONSTRUCT DRAINAGE STRUCTURE	EA	11	\$1,500.00	\$16,500.00	\$16,500.00	\$16,500.00	\$16,500.00	\$3,748.68	\$41,246.48	\$2,300.00	\$2,300.00	\$25,100.00	\$25,100.00	\$2,100.00	\$23,100.00
SECTION IV - TOTAL						\$761,105.00		\$711,154.00		\$807,767.79		\$1,016,016.00		\$922,634.00			
SECTION V - LIGHTING																	
135	2104.601	REMOVE LIGHTING SYSTEM	LS	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$30,000.00	\$30,000.00	\$27,000.00	\$27,000.00	\$27,000.00	\$27,000.00
136	2545.601	LIGHTING SYSTEM	LS	1	\$950,000.00	\$950,000.00	\$950,000.00	\$950,000.00	\$950,000.00	\$757,770.33	\$757,770.33	\$675,000.00	\$675,000.00	\$340,000.00	\$340,000.00	\$840,000.00	\$840,000.00
SECTION V - TOTAL						\$1,000,000.00		\$717,000.00		\$807,770.33		\$705,000.00		\$867,000.00			
SECTION VI - TRAFFIC SIGNALS																	
137	2104.602	REMOVE SIGNAL SYSTEM	EA	1	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$35,000.00	\$35,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
138	2565.501	EMERGENCY VEHICLE PREEMPTION SYSTEM A	LS	1	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$11,000.00	\$11,000.00	\$23,000.00	\$23,000.00	\$23,000.00	\$23,000.00
139	2565.501	EMERGENCY VEHICLE PREEMPTION SYSTEM B	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$6,500.00	\$6,500.00	\$9,700.00	\$9,700.00	\$9,700.00	\$9,700.00
140	2565.501	TRAFFIC CONTROL INTERCONNECT	LS	1	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$30,000.00	\$30,000.00	\$20,900.00	\$20,900.00	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00
141	2565.516	TRAFFIC CONTROL SIGNAL SYSTEM	SYS	1	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00	\$84,500.00	\$84,500.00	\$507,400.00	\$507,400.00
142	2565.516	REVISE SIGNAL SYSTEM	SYS	1	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$99,259.94	\$99,259.94	\$105,000.00	\$105,000.00	\$507,400.00	\$507,400.00	\$507,400.00	\$507,400.00
SECTION VI - TOTAL						\$670,000.00		\$564,500.00		\$589,259.94		\$573,400.00		\$867,600.00			
BASE BID TOTAL						\$6,816,205.00		\$6,637,482.00		\$6,991,032.55		\$7,014,831.00		\$7,839,487.80			

RESOLUTION

Resolution to Award Bid for the Moorhead Center Mall Redevelopment Streets & Utility Improvements, Phase 2 (Eng. No. 24-A6-02)

WHEREAS, bids for the Moorhead Center Mall Redevelopment Streets & Utility Improvements, Phase 2 (Eng. No. 24-A6-02) were received, opened and tabulated according to law, and the following bids were received:

Bidder	Base Bid
Sellin Brothers, Inc.	\$6,637,482.00
Meyer Contracting	\$6,991,032.55 All
Finish Concrete	\$7,014,831.00 J.R.
Ferche, Inc.	\$7,839,487.88
Engineer's Estimate	\$6,816,205.00

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

1. It is found, determined and declared that the lowest responsive, responsible bid with respect to the proposed improvement was received from Sellin Brothers, Inc. of Hawley, MN in the amount of \$6,637,482.00. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The project will be financed through the PIR fund and 100% of the cost will be assessed to the benefiting properties in accordance with the City's Special Assessment Policy.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with Sellin Brothers, Inc. of Hawley, Minnesota, for the Moorhead Center Mall Redevelopment Streets & Utility Improvements, Phase 2 (Eng. No. 24-A6-02), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$331,874.10) of the total contract amount.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Approve Revisions to the Municipal State Aid Street System

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to revise the Municipal State Aid (MSA) street system.

BACKGROUND/KEY POINTS:

The City utilizes several outside sources of funding to construct minor arterial and collector streets. These sources include Federal funding from a variety of programs, Municipal State Aid (MSA) funding from the State, and County Road & Bridge (CR&B) funding from Clay County.

The State of Minnesota assists in the construction of City street systems by providing funding from the Highway Users Tax Distribution Fund. The amount of the funding the City receives annually is based on population and the estimated 25-year construction needs required to improve and maintain all of the City's designated MSA mileage. The construction needs are greater for roads that have higher existing traffic volumes. Cities with populations greater than 5,000 are allowed to designate up to 20% of their total improved mileage as MSA routes. The total improved mileage in the City is revised and certified each year to include newly constructed streets, thereby increasing the mileage that may be designated as MSA routes. There is an exception made for County Roads that have been turned back from the County to the City, where turnback mileage may be designated as MSA mileage without being subject to the 20% limit. Currently, the City has designated 50.16 miles of roads as MSA streets. In accordance with the 2024 Certification of Mileage form, the City may designate up to 50.87 miles, which means that the City may add up to 0.71 miles of roads to the City's MSA system. To be eligible, a route must begin and end at a Trunk Highway, a County Road, or another MSA street.

Staff proposes the following revisions (additions) the MSA system:

- 30th Ave S – from 5th Street S to 8th Street S (TH 75)(0.18 miles)
- 32nd Ave S - from 5th Street S to 8th Street S (TH 75)(0.18 miles)
- 5th Street S – from 32nd Avenue S to 30th Avenue S (0.13 miles)

These alterations would add 0.49 miles of new routes to the City's MSA system. Based on the 2025 Certification of Mileage Form, the City has 0.71 miles available to designate. Therefore, if these modifications are approved, the City would have 0.22 miles remaining available to designate on other streets.

FINANCIAL CONSIDERATIONS:

There are no significant costs associated with designating new MSA routes. Based on the 2024 allocation, each additional mile of MSA-designated routes generates approximately \$42,000 in annual MSA funding.

Voting Requirements: Majority of Quorum



City Council Communication

April 14, 2025

Submitted By:

Dan Mahli, City Manager
Clay Lexen, Senior Engineer

Attachments: Map

RESOLUTION

Resolution to Approve Revisions to the Municipal State Aid Street System

WHEREAS, it is the desire of the City Council of the City of Moorhead that certain streets and avenues hereinafter described should be designated as Municipal State Aid Streets (MSAS) under the provision of the Minnesota Rules Chapter 8820 – State Aid Operations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the streets and avenues described as follows, to wit:

- 30th Ave S – from 5th Street S to 8th Street S (TH 75)(0.18 miles)
- 32nd Ave S - from 5th Street S to 8th Street S (TH 75)(0.18 miles)
- 5th Street S – from 32nd Avenue S to 30th Avenue S (0.13 miles)

be, and hereby are established, located and designated Municipal State Aid Streets of the City of Moorhead, subject to the approval of the Commissioner of Highways of the State of Minnesota.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Highways for their consideration and that the newly designated routes be constructed, improved and maintained as Municipal State Aid Streets of the City of Moorhead.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Approve SMART Grant Agreement with USDOT and Related Actions (Eng. No. 25-13-02)

RECOMMENDATION:

The Mayor and City Council are asked to consider the following resolutions for the above-referenced project:

- A. Resolution to Approve SMART Grant Agreement with USDOT
- B. Resolution to Approve Memorandum of Understanding with the City of Fargo and the City of West Fargo
- C. Resolution to Approve Task Order with Bolton & Menk

BACKGROUND/KEY POINTS:



City Council Communication

April 14, 2025

The cities of Moorhead, Fargo, and West Fargo, in collaboration with NDDOT, MnDOT, FM MetroCOG, and MATBUS, recently received notice of a grant award to design and implement a regionalized and coordinated SMART (Strengthening Mobility and Revolutionizing Transportation) traffic signal system (hereafter “Project”) through the USDOT SMART Grant Program. The proposed project intends to deploy strategic field hardware and cloud-based software to better prepare for and respond to traffic incidents and disruptions, enhance transportation safety, improve transit travel-time reliability, and increase systemwide resiliency. This is the first step toward a Traffic Operations Center for the metro area which can manage regional traffic patterns and incidents on a 24/7 basis.

A grant agreement with the USDOT is required to formalize the terms and conditions under which the SMART Grant funds will be disbursed and utilized for the Project. The City of Moorhead will be the lead agency for administering the SMART Grant and will enter into the agreement with USDOT. The agreement establishes the specified guidelines and requirements set forth by the USDOT. It outlines the scope of the Project, the responsibilities of the City, and the financial arrangements, including the reimbursement process for Project costs.

Staff recommends that the City of Moorhead enter a Memorandum of Understanding (MOU) with the City of Fargo and the City of West Fargo to complete the Project and administer the SMART Grant. Under the terms of the MOU, the City of Moorhead will act as the lead agency in corresponding with USDOT and overseeing the work. The MOU will extend the SMART Grant agreement requirements to all three cities. If construction activities will be necessary to implement SMART Grant projects, each jurisdiction will be responsible for their respective projects, but the eligible funding will pass through the City of Moorhead. Any amount over the available grant funding will be covered by the individual jurisdictions. This ensures that the financial burden is equitably distributed and that the Project is completed within the allocated budget.

Staff also recommends that the City of Moorhead approve a Task Order with Bolton & Menk under the terms of the Master Services Agreement for design and administration of the Project. The Master Services Agreement process has been instrumental in enabling the City to respond promptly to the terms of the grant. Without the MSA, the City would not have been able to mobilize the necessary resources and expertise in a timely manner, potentially jeopardizing the success of the Project. This is a complex project with a tight schedule for delivery, and staff for the three cities do not have the time available to implement the Project in accordance with the grant requirements. Bolton & Menk has extensive experience and expertise in traffic engineering and project management and prepared the grant application for the cities.

FINANCIAL CONSIDERATIONS:

The SMART Grant total award is up to \$1,989,000.00 with no local match required. The grant award is capped and includes allowances as shown below for travel expenses for key City staff, the Task Order for engineering services plus software and hardware to complete the Project, construction costs for improving several signals to make them compatible with the Project, and a small amount for contingencies.



City Council Communication

April 14, 2025

Travel	\$ 20,000.00
Task Order	\$1,698,697.11
Construction	\$ 266,100.00
Contingency	\$ 4,202.89
Total	\$1,989,000.00

Part of the work will identify construction needs, with the construction administered by the respective city in which the work will take place. The construction line item in the grant award is based on approximately 15 intersections requiring some minor improvements. Any construction costs above the grant award amount will be the responsibility of that jurisdiction. If there are construction needs for the City of Moorhead above the grant award, staff would recommend a budget adjustment to use Municipal State Aid funds to pay for those activities.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Jonathan Atkins, Traffic Engineer

Attachments:

RESOLUTION

Resolution to Approve SMART Grant Agreement with USDOT and Related Actions (Eng. No. 25-13-02)

WHEREAS, the cities of Moorhead, Fargo and West Fargo collaborated on an application for grant funding from the United States Department of Transportation (USDOT) for the Strengthening Mobility and Revolutionizing Transportation (SMART) Grant program to support innovative transportation projects; and

WHEREAS, the USDOT has awarded a SMART Grant to the cities for an amount up to \$1,989,000 to make region-wide traffic signal system improvements; and

WHEREAS, the City of Moorhead will act as the lead agency for the purpose of administering the SMART Grant; and

WHEREAS, the USDOT has prepared an agreement governing the terms and conditions for the SMART Grant; and

WHEREAS, City staff from the cities of Moorhead, Fargo, and West Fargo have reviewed the terms and conditions of the agreement proposed by the USDOT for the SMART Grant and recommend approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the SMART Grant agreement with the USDOT is hereby approved.

BE IT FURTHER RESOLVED that the Mayor and City Manager are authorized and directed to execute the agreement and any related documents on behalf of the City of Moorhead to secure the SMART Grant and implement the associated project(s).

PASSED: April 14, 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 the Memorandum of Understanding for Strengthening Mobility and Revolutionizing Transportation (SMART) Grant

WHEREAS, the cities of Moorhead, Fargo and West Fargo collaborated on an application for grant funding from the United States Department of Transportation (USDOT) for the Strengthening Mobility and Revolutionizing Transportation (SMART) Grant program to support innovative transportation projects; and

WHEREAS, the USDOT has awarded a SMART Grant to the cities for an amount up to \$1,989,000 to make region-wide traffic signal system improvements; and

WHEREAS, the City of Moorhead will act as the lead agency for the purpose of administering the SMART Grant; and

WHEREAS, a Memorandum of Understanding has been drafted by the City Attorney to outline the roles, responsibilities, and commitments of each City with respect to the SMART Grant.

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

1. Contingent upon approval by the City of Fargo and the City of West Fargo, the City Council of the City of Moorhead hereby approves the Memorandum of Understanding.
2. The Mayor and City Manager are authorized and directed to execute the Memorandum of Understanding and any necessary documents or amendments on behalf of the City of Moorhead.

PASSED: April 14, 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 Task Order #23-01 with Bolton & Menk for SMART Grant

WHEREAS, the cities of Moorhead, Fargo and West Fargo collaborated on an application for grant funding from the United States Department of Transportation (USDOT) for the Strengthening Mobility and Revolutionizing Transportation (SMART) Grant program to support innovative transportation projects; and

WHEREAS, the USDOT has awarded a SMART Grant to the cities for an amount up to \$1,989,000 for the project; and

WHEREAS, the City of Moorhead will act as the lead agency for the purpose of administering the SMART Grant; and

WHEREAS, Bolton & Menk assisted the cities with the grant application; and

WHEREAS, staff from all three cities requested a proposal from Bolton & Menk for a Task Order implement the project due to their prior experience, knowledge, and expertise; and

WHEREAS, the cost for the proposed Task Order is \$1,698,697.11 and will be fully funded through the SMART Grant; and

WHEREAS, staff from all three cities have reviewed the proposed scope of work and recommend approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that Task Order #23-01 with Bolton & Menk for the SMART Grant project is approved and the City Manager is authorized to execute said Task Order and any amendments necessary to complete the project.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Approve Budget Adjustment #25-010 and Construction & Maintenance Agreements with BNSF for Railroad Crossing Improvements

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve Budget Adjustment #25-010 and Construction & Maintenance Agreements with BNSF for railroad crossing improvements.

BACKGROUND/KEY POINTS:

Earlier this year, BNSF notified staff of planned repairs and upgrades being made at railroad crossings on the KO Subdivision tracks at 5th St S, 8th St S and 14th St S; and the Hillsboro Subdivision tracks at 14th St N. In accordance with MN Statutes 219.071, and past agreements with BNSF, the cost of these improvements is typically split equally between the BNSF and the City. BNSF has prepared Construction & Maintenance Agreements for the crossings that would require the City to pay half of the cost of upgrading the 5th St/KO, 8th St/KO and 14th St/Hillsboro crossings to radar detection (part of the Quiet Zone signal infrastructure) and would replace the existing concrete surface at the 14th St/KO crossing. Some of this work requires repairs to City infrastructure beyond the crossings that must be completed concurrently with the crossing work. Funds for this work were not included in the 2025 budget because the information was not available during budget preparation.

FINANCIAL CONSIDERATIONS:

Staff estimates that up to \$94,000 will be needed for each of the radar detection upgrades, and approximately \$176,000 will be needed for the crossing surface improvements, necessitating a total budget adjustment of \$458,000. Municipal State Aid funds will be allocated to this work through the proposed budget adjustment.

Budget Adjustment #25-010

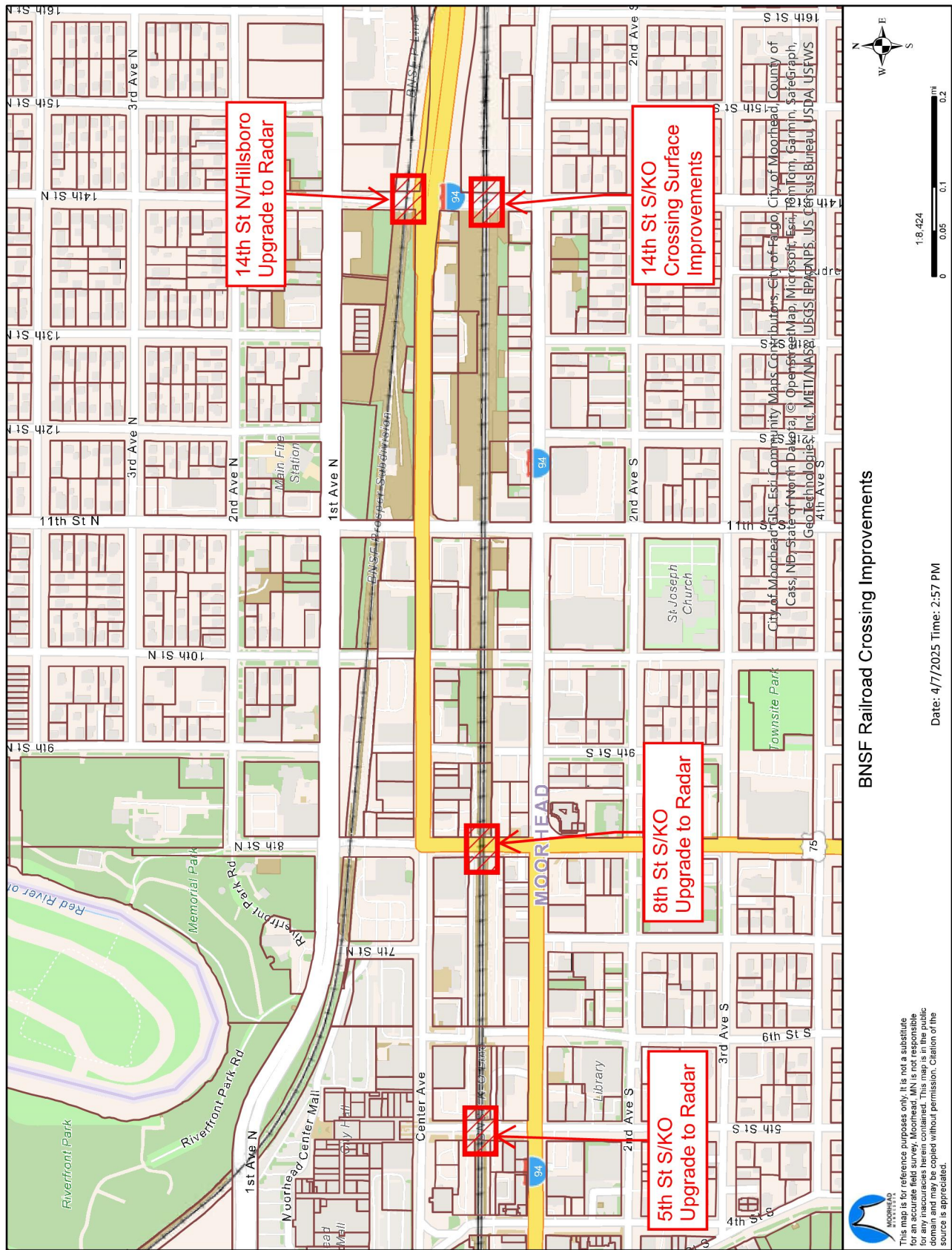
Fund Name	Account Description	Expenditure	Funding Source
Permanent Improvement	Municipal State Aid		\$458,000
Permanent Improvement	Infrastructure Repair & Maintenance	\$458,000	
Total		\$458,000	\$458,000

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City Engineer

Attachments: Location Map



RESOLUTION

Resolution to Approve Budget Adjustment #25-010 and Construction & Maintenance Agreements with BNSF for Railroad Crossing Improvements

WHEREAS, earlier this year, BNSF notified staff of planned repairs and upgrades being made to railroad crossings on the KO Subdivision tracks at 5th St S, 8th St S and 14th St S, and the Hillsboro Subdivision tracks at 14th St N; and

WHEREAS, in accordance with MN Statutes 219.071 and past agreements between BNSF and the City, BNSF has prepared Construction & Maintenance Agreements for the proposed improvements that would split the cost of the BNSF improvements equally between the City and BNSF; and

WHEREAS, some of this work requires repairs to City infrastructure beyond the crossings that must be completed concurrently with the crossing work; and

WHEREAS, funds for this work were not included in the 2025 budget; and

WHEREAS, staff recommends a budget adjustment to use Municipal State Aid funds to complete this work.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that Budget Adjustment #25-010 is approved.

BE IT FURTHER RESOLVED that the Mayor and City Manager are authorized to execute the Construction & Maintenance Agreements, and any amendments to the agreements, with BNSF.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Restrict Parking for Street Improvements on 34th St from 4th Ave S to 3rd Ave N (Eng. No 23-02-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve parking restrictions for the above-referenced project.

BACKGROUND/KEY POINTS:

The reconstruction of 34th St from 4th Ave S to 3rd Ave N is included in the 2025-2029 Capital Improvement Plan for construction in 2025. This street is functionally classified as a minor arterial street, and is included on the City's Municipal State Aid Street (MSAS) system. The project has been authorized for partial Federal funding in the amount of \$3,767,000 for Fiscal Year 2025.

Since it was initially constructed, on-street parking has been prohibited on both sides of 34th St. This is consistent with the designation as a minor arterial roadway, which is intended for high volumes of through traffic and mobility. Since the City is receiving partial Federal funds for the project, a resolution of the City Council is required to affirm the parking restrictions along 34th St.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

Tom Trowbridge, City Engineer

Attachments:

RESOLUTION

Resolution to Restrict Parking for Street Improvements on 34th St from 4th Ave S to 3rd Ave N (Eng. No 23-02-01)

WHEREAS, the 34th St Improvement Project from 4th Ave S to 3rd Ave N is included in the 2025–2029 Capital Improvement Plan for construction in 2025; and

WHEREAS, 34th St is functionally classified as a minor arterial and is one of the busiest roadways in the City; and

WHEREAS, on-street parking has never been allowed on this segment of roadway; and

WHEREAS, staff has evaluated the traffic needs for 34th St and has determined that the prohibition of parking along this entire segment of roadway should be continued.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Council does hereby authorize the recommended resolution to prohibit on-street parking at all times along 34th St from 4th Ave S to 3rd Ave N.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Authorize Submission of Grant Applications

RECOMMENDATION:

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

BACKGROUND/KEY POINTS:

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

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

FINANCIAL CONSIDERATIONS:

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

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Bob Zimmerman, Engineering Director

Attachments:

RESOLUTION

Resolution to Authorize Submission of Grant Applications

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

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

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

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

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

- **Project: 40 Ave S, 8 St to 40 St Mill & Overlay (approved by Metro COG Policy Board)**
 - Description: Mill & overlay
 - Project Schedule: 2026
 - Grant Agency: FHWA
 - Grant Program: Surface Transportation Block Grant (formula funds)
 - Grant Source: Federal
 - Grant Amount: \$2,312,000 (partial project funding)
 - Local Match: \$578,000
 - Source of Local Match: Street Capital Improvement Plan
- **Project: City of Moorhead Stormwater Resilience Improvements – Phase 1**
 - Description: Construct stormwater improvements in the area between 10 St and 13 St from 3 Ave S to 6 Ave S (near MSUM)
 - Project Schedule: 2026-2027
 - Grant Agency: MPCA
 - Grant Program: Implementation Grants for Stormwater Resilience (competitive solicitation)
 - Grant Source: State
 - Grant Amount: \$5,000,000
 - Local Match: \$1,254,000
 - Source of Local Match: Stormwater Utility, Street Capital Improvement Plan
- **Project: City of Moorhead Stormwater Resilience Improvements**
 - Description: Project scoping, environmental review, and final design for stormwater improvements in the area between the Red River and 20th St from Main Ave to 9 Ave S
 - Project Schedule: 2026-2028
 - Grant Agency: FEMA
 - Grant Program: Flood Mitigation Assistance (competitive solicitation)
 - Grant Source: Federal
 - Grant Amount: \$2,250,000
 - Local Match: \$750,000
 - Source of Local Match: Stormwater Utility

- **Project: Stormwater Improvements**
 - Description: Construct stormwater improvements in the area near 3 Ave S and Woodlawn Park
 - Project Schedule: 2027-2028
 - Grant Agency: MnDOT
 - Grant Program: Local Partnership Program (competitive solicitation)
 - Grant Source: State
 - Grant Amount: \$750,000
 - Local Match: \$180,000
 - Source of Local Match: Stormwater Utility, Street Capital Improvement Plan, Municipal State Aid

- **Project: Bluestem/40 Ave S (Fargo) Bicycle/Pedestrian Bridge (approved by Metro COG Policy Board)**
 - Description: Construct new bridge
 - Project Schedule: 2028
 - Grant Agency: FHWA
 - Grant Program: Transportation Alternatives (formula funds)
 - Grant Source: Federal
 - Grant Amount: \$450,000 (partial project funding)
 - Local Match: \$112,500
 - Source of Local Match: River Corridor Funds, Street Capital Improvement Plan, Municipal State Aid

PASSED: April 14, 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

April 14, 2025

SUBJECT:

First Reading of Ordinance 2025-03 to Amend and Reenact Title 3, Chapter 3, Public Nuisances Defined and Chapter 4 Solid Waste Regulations; Title 9, Chapter 1, Building Code and Chapter 2, Building Standards; Title 9, Chapter 7, Rental Unit Registration and Inspections; and Title 9, Chapter 8, Property Maintenance of the Moorhead City Code

RECOMMENDATION:

The Mayor and City Council are asked to consider First Reading of Ordinance 2025-03 relating to various updates to the City Code

BACKGROUND/KEY POINTS:

The proposed ordinance includes a variety of both updates and clarifications to Title 3: Public Health and Sanitation and Title 9: Building Regulations of the Moorhead City Code. An overview of updates includes:

Section 1 - Title 3, Chapter 3, Public Nuisances Defined and Chapter 4 Solid Waste Regulations

This section includes updates to the Public Nuisances section of the code, **including:**

- Updates for consistency with other areas of code and clarifications.
- Adding hazardous trees section to Public Nuisances.

Section 2 - Title 9, Chapter 1, Building Code, and Chapter 2, Building Standards

Changes to this section are relating to State Statute and City Code reference updates.

Section 3 - Title 9, Chapter 7, Rental Unit Registration and Inspections

There are a variety of updates and changes to this section, including:

- Name change to the Crime Free Multi Housing program to "R-Home" (Rental Home Owners and managers Education) Program and clarifications to that section.
- New language outlining that standards can be set relating to building and utility inspections. An example would be furnace/boiler inspections by an appropriate company.
- New language outlining that a new rental registration request may be denied if the registration holder currently maintains another/other rental properties that are in continued violation to the rental standards. This denial may be appealed to the City Council.

Section 4 - Title 9, Chapter 8, Property Maintenance

Updates to this section focus on making language clear.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council



City Council Communication

April 14, 2025

Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

Attachments: Ordinance 2025-03

ORDINANCE 2025-03

AN ORDINANCE TO AMEND AND REENACT TITLE 3, CHAPTER 3, PUBLIC NUISANCES DEFINED AND CHAPTER 4 SOLID WASTE REGULATIONS; TITLE 9, CHAPTER 1, BUILDING CODE AND CHAPTER 2, BUILDING STANDARDS; TITLE 9, CHAPTER 7, RENTAL UNIT REGISTRATION AND INSPECTIONS; AND TITLE 9, CHAPTER 8, PROPERTY MAINTENANCE OF THE MOORHEAD CITY CODE

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

NEW

DELETE

SECTION 1. Title 3, Chapter 3, Public Nuisances Defined, and Chapter 4 Solid Waste Regulations, 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):

3-3-2: PUBLIC NUISANCES DEFINED:

A. General: A public nuisance is a thing, act, occupation, condition or use of property which shall continue for such length of time as to:

3. Accumulations of decayed animal or vegetable matter, trash, rubbish, rotting lumber, bedding, packing material, scrap metal, brush debris, or any material in which flies, mosquitoes, disease carrying insects, rats or other vermin may breed;

D. Public Nuisances Affecting Peace And Safety: The following acts, omissions, places, conditions and things are hereby declared to be public nuisances affecting peace and safety, but such enumeration shall not be construed to exclude other nuisances affecting public peace or safety coming within the provisions of subsection A of this Section:

3. All trees, hedges, billboards or other obstructions erected between a height of two feet (2') and eight feet (8') within thirty feet (30') from intersecting curb lines which prevent persons driving vehicles on public streets, alleys or highways from obtaining a clear view of traffic when approaching an intersection or pedestrian crosswalk.

9. All obstructions of streets, alleys, sidewalks, rights of way, or crosswalks and all excavations in or under the same, except as permitted by ordinance.

16. Any living or dead tree or branch thereof within city boundaries located on private property that constitutes a hazard to life, property, or utility systems. A hazard tree or branch shall be a tree with structural defects likely to cause failure of all or part of the tree which would strike a target. A target can be a vehicle, building, utility system, or a place where people gather such as a yard space.

3-3-10: REMOVAL OF SNOW AND ICE:

A. From Sidewalks:

1. Duty Of Owner: The owner of every building fronting upon any street or avenue, and the owner of any unoccupied lot fronting upon any street, shall be held responsible to ensure the public sidewalk and sidewalk crosswalk approach ~~in front of the building or unoccupied lot~~ is cleared of snow and ice by nine o'clock (9:00) P.M. of each day, and cause the same to be kept clear of snow and ice.

3-4-2: DISPOSAL IN CONTAINERS REQUIRED:

B. Dwellings: The City will provide each single dwelling home with one garbage tote. Only totes provided by the City may be used for household garbage. Tote swaps for a larger or smaller tote, as requested by the resident, will be conducted in a timely manner for a reasonable fee, as determined by resolution of the City Council. The volume of the tote dictates the monthly charge, as determined by the City Council as described in subsection 3-4-4A of this chapter. Extra garbage that does not fit into the tote will be collected for an additional charge at a reasonable rate, as determined by resolution of the City Council. Additionally, the City will provide each single dwelling home a blue tote for no-sort recycling. Curbside no-sort recycling service will be provided for an additional charge at a reasonable rate, as determined by resolution of the City Council. All households will pay the monthly recycling fee. Garbage and recycling totes must be stored within the principal structure of the dwelling, or, for exterior storage, placed neatly against ~~either the back or side of~~ the structure with lids fully closed, or stored in such a manner as to: 1) not create a nuisance condition, and 2) comply with all applicable setback requirements and easements. Multiple dwelling housing with individual driveways (such as duplexes and townhomes) will be provided garbage and recycling totes and will receive weekly garbage and recycling service. The garbage and recycling fee structure is noted on the City of Moorhead website. Upon service, extra garbage lying outside of the container will be reasonably charged as an extra fee, as determined by resolution of the City Council. Extra garbage such as televisions, tires and demolition material will not be serviced by the City. Multiple dwelling homes that receive a garbage and recycling tote from the City shall ensure totes are stored within the principal structure of the dwelling, or, for exterior storage, placed neatly against ~~either the back or side of~~ the structure with lids fully closed, or stored in such a manner as to: 1) not create a nuisance condition, and 2) comply with all applicable setback requirements and easements.

SECTION 2. Title 9, Chapter 1, Building Code, and Chapter 2, Building Standards, 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):

9-1-3: PERMITS, INSPECTIONS AND FEES:

Permits, inspections, and collection of fees shall be as authorized in Minnesota statutes 362B 16B.62, ~~subdivision 4~~ and as provided in chapter 1300 of the Minnesota state building code, as such edition, chapter and rules therein may be from time to time amended, supplemented or replaced.

A. Building Permit Fees: The determination of value or valuation under any of the provisions of this section must be made by the building official. The value to be used in computing the building permit fee is the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment. (Ord. 2003-3, 5-5-2003)

B. Building, Plumbing, Heating, Ventilating And Air Conditioning Permit Fee Schedule: The fees for building, plumbing, heating, ventilating and air conditioning permits shall be as established by the city's fee schedule. The city may from time to time amend and change the permit fees by an amendment of the fee schedule or passage of a subsequent fee schedule. (Ord. 2003-3, 5-5-2003; amd. Ord. 2007-30, 1-7-2008, eff. retroactive to 1-1-2008)

C. Surcharge: In addition to the permit fees required by subsection B of this section, an applicant for a permit shall pay a surcharge to be remitted to the Minnesota department of administration as prescribed by Minnesota statutes ~~1984, section 16B.70~~.

D. Plan Review And Orientation Fees: Plan review or orientation fees shall be charged consistent with Minnesota statutes and the city fee schedule. (Ord. 2003-3, 5-5-2003)

9-2-4: LIGHT, VENTILATION AND OCCUPANCY LIMITATIONS:

5. Overcrowding: Dwelling units shall not be occupied by more occupants than permitted by the definition of "family" in section 10-2-2 4 of this code.

SECTION 3. Title 9, Chapter 7, Rental Unit Registration and Inspections, 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):

9-7-2: DEFINITIONS:

For purposes of this chapter, the following definitions shall apply:

DWELLING: Any building, including a "manufactured home (mobile home)" as defined in section 10-2-2 of this code, which is intended to be used for living or sleeping by human occupants.

RENTAL: The leasing of a rental unit to a nonowner for a fixed or nonfixed period of time, and shall include "lease to buy, contract for deed that is not recorded at the Clay County Recorders Office, installment sales, purchases", and other similar arrangements whereby nonpayment of a periodic payment means the occupants may be evicted without the necessity of either a statutory mortgage foreclosure procedure, a statutory termination of contract for deed procedure or a statutory repossession procedure.

RENTAL UNIT: Any room or group of rooms located within a dwelling and forming a single habitable unit. ~~Rental unit also includes a lot in a manufactured home park which is rented to a person or entity to place a manufactured home on the lot, whether or not the manufactured home is owner-occupied or leased.~~ (Ord. 94-10, 7-18-1994, eff. 11-1-1994; amd. Ord. 96-10, 5-6-1996)

9-7-3: REGISTRATION REQUIREMENTS:

No person shall hereafter occupy, allow to be occupied or let to another person for occupancy any rental unit within the city for which a rental unit registration has not been issued by the rental housing division of the city. An application for registration shall be made upon forms furnished by the city for such purpose and shall specifically require the following minimum information:

A. Name, address, email, and phone number of the property owner. If the property is owned by a partnership, the names and addresses of all of the partners. If the property is owned by a corporation, the names and addresses of all shareholders who own ten percent (10%) or more of the corporation's stock.

B. Name, address, email, and phone number of the designated local property manager. There must be an owner or local property manager residing within Clay County, Minnesota or Cass County, North Dakota.

C. The street address of the rental property.

D. The number and types of units within the rental property (dwelling units or sleeping rooms).

E. The maximum number of occupants permitted for each dwelling unit or sleeping room.

F. The name, phone number, email, and address of the person authorized to make or order made repairs or services for the property, if in violation of city or state codes, if the person is different than the owner or local manager.

G. All new rental registration applicants shall submit proof that they have completed the R-Home (Rental Home Owners and Managers Education) Program ~~crime free multi-housing classroom training within ninety (90) days of registering a rental property. Where the training is not completed, they shall sign up to take the next available class.~~

H. The city shall not register a new rental unit unless the owner has paid all property taxes assessed to the property and the property is not delinquent in any other obligations to the city of Moorhead.

I. All rental registration owners and managers are required to submit a corrective plan of action after having a rental property's registration revoked or suspended and shall submit proof that they have completed crime free multi-housing classroom training within ninety (90) days of reregistering the property.

J. Upon request by the city, the owner of the property shall submit to the city, within ten (10) days of the request, a list of the names and vehicle license plate numbers of the occupants of the rental property. (Ord. 2014-18, 9-8-2014)

9-7-5: MANNER OF REGISTRATION RENEWAL:

A. Registration shall be required annually and be issued prior to annual renewal date. The city shall be required annually to mail registration renewal forms to the property owner or designated local manager thirty (30) days prior to expiration and such renewal forms shall ~~may~~ be returned ~~by mail, at the property owner or designated local manager's risk to the community development housing division of the fire department of the city.~~ (Ord. 2014-18, 9-8-2014)

9-7-6: TRANSFER OF PROPERTY:

A. Every new owner of a rental unit (whether as fee owner or contract purchaser) shall be required to furnish to the housing division the new owner's name, address, email, and phone number, and the name, address, email, and phone number of the owner's designated local manager before taking possession of the rental property upon closing of the transaction.

B. Every new owner of a rental unit (whether as fee owner or a contract purchaser) shall contact ~~call~~ the city to have said property inspected pursuant to section 9-7-11 of this chapter within thirty (30) days of the transfer of the rental property., ~~and shall pay a transfer fee as determined by the city pursuant to section 9-7-8 of this chapter to the city of Moorhead.~~

C. Every owner of property currently being utilized as a single-family housing unit, who is considering converting the property to a rental property, may have the property inspected prior to completing the conversion. The inspection shall be in accordance with section 9-7-11, "Inspections And Investigations", of this chapter. (Ord. 2005-30, 12-5-2005)

9-7-7: POSTING OF REGISTRATION:

Each registration holder shall post the annual registration issued by the city in a conspicuous spot near the front entrance to the rental unit, a public corridor, hallway or lobby of the rental dwelling for which it is issued. Only one registration need be posted for each separate apartment building. Failure to post the registration shall not be grounds for termination of registration, but ~~such violation shall constitute an inspection violation misdemeanor.~~ (Ord. 94-10, 7-18-1994, eff. 11-1-1994)

9-7-10: MAINTENANCE STANDARDS:

A. Every rental unit, other than a manufactured home lot, shall be maintained in accordance with the building standards of chapter 2 of this title, the fire code adopted in chapter 5 of this title, the building code adopted in chapter 1 of this title, and in a manner so as not to create a nuisance pursuant to title 3, chapter 3 of this code.

B. Every rental unit which is a manufactured home lot shall be maintained in accordance with the requirements of title 3, chapter 10 of this code, and in a manner so as not to create a nuisance pursuant to title 3, chapter 3 of this code. (Ord. 96-10, 5-6-1996)

C. The designated director of rental registration shall maintain standards for building and utility inspections, including but not limited to inspections relating to maintenance of utility systems within rental units.

9-7-12: CONDUCT ON REGISTERED PREMISES:

A. For purposes of this section, a premises is disorderly at which any of the following activities occur:

1. Conduct which constitutes a violation of sections 3-3-2 and ~~3-3-3~~ of this code relating to public nuisances.

8. Conduct which constitutes a violation of section 4-4-9 of this code relating to assaults, or 609.221 et seq., of the Minnesota statutes relating to assaults, ~~including domestic assaults~~, as defined in Minnesota statutes 609.224.

F. A determination that the registered premises have been used in a disorderly manner as described in subsection A of this section shall be made upon a fair preponderance of the evidence to support such a determination. It shall not be necessary that criminal charges be brought in order to support a determination of disorderly use, but the incident must have resulted in the police or other law enforcement or code enforcement official being called to the rental unit registered premises and a police or code enforcement notice report being prepared.

I. Notwithstanding any other language of this section to the contrary, conduct which otherwise constitutes disorderly use for purposes of this section will not be deemed to be disorderly use for purposes of this section if the police were notified of the disorderly conduct by a tenant residing in the rental unit in which the disorderly conduct is occurring ~~discovered the domestic abuse or other conduct as a result of a call by a tenant of the rental unit in which the disorderly use is occurring~~, or if the use is occurring outside the specific rental unit registered premises, by a tenant of the rental unit which would have otherwise received notice of disorderly use pursuant to the terms of this section. (Ord. 2014-18, 9-8-2014)

9-7-13: FAILURE TO GRANT REGISTRATION, REVOCATION, SUSPENSION OR FAILURE TO RENEW REGISTRATION:

A. The city reserves the right not to register a unit unless the rental unit or units for which registration is sought complies with the requirements of this chapter.

B. Any registration issued under this chapter is subject to the right, which is hereby expressly reserved by the city, to suspend, revoke or fail to renew the same should the registration holder or their agents, employees, representatives or lessees directly or indirectly operate or maintain the rental dwellings contrary to the provisions of this chapter, other than section 9-7-12 of this chapter, or any other ordinance of the city or any special permit issued by the city, or the laws of the state. Provided, however, registration shall not be suspended, revoked or failed to be renewed if the registration holder complies with a compliance order or orders in a timely manner.

A new registration request may be denied by the city should the registration holder or their agents, employees, representatives or lessees directly or indirectly operate or maintain other rental dwellings within the City contrary to the provisions of this chapter or any other ordinance of the city of any special permit issued by the city or laws of the state of Minnesota.

C. The city manager or his/her designee, shall notify, in writing, the applicant that his/her registration has been denied, or the registration holder that his/her registration is being suspended, removed or nonrenewed. The suspension, revocation or nonrenewal shall occur thirty five (35) days after the date of the order, or at such later date as set out in the order. The notice shall be served by mailing a copy of the order to the property owner, and the designated local property manager, if any, as indicated in the records on file in the housing division of the fire department of the city.

D. The registration holder, or designated local manager, shall have the right to request a hearing before the city council by filing a written appeal from the order at the office of the city clerk within fifteen (15) days of the date of the order. The timely filing of the written appeal shall stay the enforcement of the order until the appeals process is completed.

E. The registration holder shall receive at least seven (7) days' written notice of the hearing date before the council and, at the hearing, the registration holder, the local managing agent, or an attorney representing the registration holder may present evidence. After the hearing, the council may uphold the decision of the city manager, or his/her designee, reverse the decision of the city manager, or his/her designee, or enter a different order with different conditions if the city council deems it necessary to protect the public health, sanitation, safety or general welfare of the community at large or the residents of rental units in the city. The city council shall issue written findings of fact and its order within twenty (20) days of the hearing.

F. The decision of the city council may be appealed by the registration holder by filing an appeal or an appropriate writ with the Clay County district court within fifteen (15) days of the date of the order of the city council.

G. A reinstatement fee will be charged to the owner of a rental property the rental registration of which has been revoked. Before issuing a registration certificate any code violations or deficiencies must be corrected prior to inspection and any outstanding fees must be paid in full. (Ord. 2014-18, 9-8-2014)

SECTION 4. Title 9, Chapter 8, Property Maintenance, 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):

B. Off Street Parking:

1. General Provisions: Off street parking of noncommercial motor vehicles and recreational vehicles must be on a continuous paved surface, consisting of either asphalt or concrete, unless the vehicle is being washed. Parking on gravel surfacing shall be allowed only as specified in subsection 10-20-4F5 of this code.

2. Boulevards: The boulevard portion of the street right of way may not be used for parking.

3. Additional Restrictions:

a. Inoperable/Junk Vehicles: No inoperable/junk vehicle or noncurrently licensed vehicle may be parked on a property (including on the driveway) longer than ninety six (96) hours; except a vehicle enclosed in a building, or a vehicle on the premises of a business enterprise operated in a lawful place and manner, when central to the operation of such business enterprise; or a vehicle in an appropriate storage place or depository maintained in a lawful place and manner by the city. This section shall also apply to recreational vehicles and recreational equipment.

b. Commercial Vehicles/Equipment: Commercial vehicles and commercial, industrial, or agricultural equipment are not permitted to park on a lot in a residential district except within an enclosed building.

c. Recreational Vehicle Parking:

(1) Quantity: Unless entirely enclosed within a building, no more than one recreational vehicle may be parked on a residential property at one time. On commercial properties, no more than two (2) recreational vehicles may be parked on a property unless entirely enclosed within a building or on the premises of a business enterprise operated in a lawful place and manner, when central to the operation of such business enterprise, or in an appropriate storage place or depository maintained in a lawful place and manner by the city.

(2) Paved Surface: Motor homes, converted buses, or converted vans may not be kept on an unpaved surface. Other recreational vehicles that do not include motor homes, converted buses, or converted vans, must be parked on a paved continuous surface, consisting of either asphalt or concrete unless located in a rear yard or interior side yard.

(3) Parking Location: Recreational vehicles stored in the RV front yard or RV street side yard of a residential property shall be a minimum of three feet (3') from any property line; however, if the vehicle height exceeds eleven feet (11') and it is parked in the RV front yard, it must be a minimum of eight feet (8') from the side property line. Recreational vehicles stored in the RV side yard or RV rear yard shall be a minimum of three feet (3') from any property line.

(4) Nonconforming/Irregular Shape Lots: For lots which may not comply with existing lot requirements, the zoning administrator or designee may determine front, rear, and side lot designated areas based on building configuration, site visibility, and other applicable factors.

d. Recreational Equipment Parking:

(1). Quantity: Unless entirely enclosed within a building, no more than two (2) recreational equipment items, utility trailers or equipment, and off road vehicles, may be stored on a property at the same time. Exception: If a recreational vehicle is located on the property, only one recreational equipment item may be stored on a property at the same time. If more than one

vehicle or equipment item is stored on a trailer, each vehicle or equipment item shall be counted separately, but not the trailer.

(2). Surface and Location: Recreational equipment, utility trailers or equipment, and/or off road vehicles must be on a paved surface unless located in a rear yard or interior side yard and shall be a minimum of three feet (3') from any property line.

(3). Licensure. All recreational vehicles, trailers, or equipment requiring state licensure must be currently licensed and in compliance with all other provisions of this code.

~~d. Recreational Equipment: Recreational equipment, utility trailers or equipment, and/or off road vehicles must be on a paved surface unless located in a rear yard or interior side yard. Unless entirely enclosed within a building, no more than two (2) recreational equipment items; utility trailers or equipment; and off road vehicles may be stored on a property at the same time. Exception: If a recreational vehicle is located on the property, only one recreational equipment item may be stored on a property at the same time. If more than one vehicle or equipment item is stored on a trailer, each vehicle or equipment item shall be counted separately, but not the trailer. All recreational vehicles, trailers, or equipment requiring state licensure must be currently licensed and in compliance with all other aspects of this code.~~

e. Other Recreational Vehicle And Recreational Equipment Provisions: All recreational vehicles, trailers, or equipment requiring state licensure must be currently licensed and in compliance with all other aspects of this code. At a residential property, the registered owner of a recreational vehicle must either be the owner of the property upon which it is parked, or use the property as their primary residence. This subsection does not apply to a single recreational vehicle stored on the property as a result of a visiting guest as long as the vehicle complies with the vehicle storage and occupancy limits of section 10-19-8 of this code. (Ord. 2016-18, 11-14-2016)

9-8-4: OUTSIDE STORAGE; RESIDENTIAL:

A. Household storage including lawn maintenance and snow removal equipment and tools, ~~patio furniture,~~ and recreational tools and equipment when not in use, must be kept in a garage, storage building, or screened enclosure within a rear yard, or behind the dwelling so as not to be visible from the street. Furniture built for and intended for indoor use shall not be stored outside of a residential structure.

B. Construction and landscaping material may not be stored outdoors except when such materials are being used for a current project on the premises and such materials are reasonably likely to be used within a sixty (60) day period.

C. Racecars or junk vehicles may not be stored on a residential lot, except inside a building.

D. Storage of firewood is prohibited within the front yard. (Ord. 2004-27, 10-18-2004)

~~E. Junk vehicles unless stored within a building. (Ord. 2005-31, 12-5-2005)~~

9-8-6: REFUSE AND RECYCLING:

All refuse and refuse handling equipment (garbage cans, dumpsters, recycling containers, and similar equipment) must be stored in accordance with 3-4-2. ~~within a principal structure, within an accessory building, or in a screened enclosure, except for single and two-family dwellings, and may not be located within the front yard, as regulated under section 10-19-7 of this code.~~ (Ord. 2004-27, 10-18-2004)

9-8-12: VACANT/BOARDED BUILDING REGISTRATION:

I. Vacant/Boarded Building Fees:

1. The owner of a vacant/boarded building shall pay an initial registration ~~annual~~ fee as established by the city's fee schedule. The fee is imposed to defray the administrative costs for registering and processing the building registration form and for the costs of the city in monitoring the building site.

~~2. The first annual fee shall be paid no later than five (5) days after the building becomes vacant or boarded. Subsequent annual fees shall be due on the anniversary date of initial registration. The fees shall be paid in full prior to the issuance of any building permits, with the exception of a demolition permit.~~

~~3.2. Unpaid fees shall be charged as a special assessment against the real estate upon which the structure is located and shall be a lien upon such real estate. Upon transfer of ownership, the new owner(s) shall be responsible for all unpaid and subsequent annual fees.~~

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

PASSED: April 14, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

First Reading: 4/14/2025

E-Post:

Second Reading:

Publication:



City Council Communication

April 14, 2025

SUBJECT:

Resolution to Approve Amendment #1 to the Agreement with McGough Construction Co., LLC for Construction Manager At Risk Services for the Moorhead Community Center and Public Library – Center for Entrepreneurship

RECOMMENDATION:

The Mayor and City Council are asked to consider Amendment #1 to the Agreement with McGough Construction Co., LLC for Construction Manager At Risk Services for the Moorhead Community Center and Public Library – Center for Entrepreneurship.

BACKGROUND/KEY POINTS:

On October 28, 2024, the City Council authorized an Agreement with McGough Construction Co., LLC for Construction Manager At Risk (CMAR) services for the Moorhead Community Center Library – Center for Entrepreneurship. The Center for Entrepreneurship includes dedicated spaces within the building that are funded through a \$1M grant from the U.S. Small Business Administration. Expenses for the Center for Entrepreneurship are being tracked separately from the remainder of the project for grant reporting purposes.

FINANCIAL CONSIDERATIONS:

On October 28, 2024, the City Council approved a resolution for the Center for Entrepreneurship project budget (design and construction) in the amount of \$1.1 million. The attached resolution approves GMP #1 in the amount of \$669,402 which includes construction costs relating to the Center for Entrepreneurship along with up to 5% contingency budget and is within the approved budget.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve Amendment #1 to the Agreement with McGough Construction Co., LLC for Construction Manager At Risk Services for the Moorhead Community Center and Public Library – Center for Entrepreneurship

WHEREAS, Moorhead voters approved a 0.5% local option sales tax for a new Community Center/Public Library on November 8, 2022 and the City Council subsequently adopted and the Minnesota Department of Revenue approved such tax to begin April 1, 2023: and

WHEREAS, the City of Moorhead hired design and construction management firms for the Community Center/Library project; and

WHEREAS, through a U.S. Congressional appropriation, the U.S. Small Business Administration award the City a \$1 million grant for the Center for Entrepreneurship within the Community Center/Library; and

WHEREAS, the City Council hired McGough Construction Co., LLC to provide construction management for the project and entered into a contract with McGough Construction Co., LLC for the Center for Entrepreneurship on October 28, 2024.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota the Mayor and City Manager are hereby authorized and directed to execute Amendment #1 with McGough Construction Co., LLC for Guaranteed Maximum Price not to exceed \$669,402 with up to 5% for contingency for the Moorhead Community Center/Library – Center for Entrepreneurship.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

Resolution to Approve a Conditional Use Permit to Operate a Towing Impound Lot at 2857 22nd Avenue South

RECOMMENDATION:

The Mayor and City Council are asked to consider a Conditional Use Permit to Operate a Towing Impound Lot at 2857 22nd Avenue South

BACKGROUND/KEY POINTS:

Trantina Properties, LLC is requesting a Conditional Use Permit to operate a Towing Impound Lot in the LI: Light Industrial zoning district. All impound lots require a Conditional Use Permit in the LI: Light Industrial Zoning District.

The Moorhead Planning Commission considered the request at their April 7, 2025 meeting and unanimously recommended approval of the Conditional Use Permit with no public comments. The Planning Commission packet is available at:

www.ci.moorhead.mn.us/government/boards-commissions/planning-commission

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

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

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



General Location Map
2857 22nd Ave S
58.508.0180



RESOLUTION

Resolution to Approve a Conditional Use Permit to Operate a Towing Impound Lot in LI: Light Industrial at 2857 22nd Avenue South

WHEREAS, Trantina Properties, LLC, has requested a Conditional Use Permit to operate a towing impound lot in LI: Light Industrial at 2857 22nd Avenue South (Parcel 58.508.0180), legally described as:

Lot 6, Block 2, Moorhead Industrial Park 8th Addition; and

WHEREAS, the Moorhead Planning Commission held a public hearing on April 7, 2025 and approved findings of fact (Exhibit A) and voted unanimously to recommend approval of the Conditional Use Permit contingent upon the conditions noted below; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Conditional Use Permit to operate a towing impound lot in LI: Light Industrial at 2857 22nd Avenue South (Parcel 58.508.0180) is hereby approved contingent upon the following conditions, which were developed based on criteria within the Moorhead City Code for Conditional Uses and to address general welfare, health and safety of the area:

1. A drainage and dust control plan must be submitted and approved by the City Engineer prior to storing impound vehicles on the lot.
2. Opaque screening is required around the vehicle storage area to a height no less than six (6) feet.
3. Applicant shall receive all required federal, state, and local permits.

PASSED: April 14, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

EXHIBIT A

Conditional Use Permit Moorhead Planning Commission Findings of Fact

REQUEST: Conditional Use Permit for operation of a towing impound lot
LOCATION: 2857 22nd Avenue South – Parcel 58.508.0180
APPLICANT: Trantina Properties, LLC
OWNER: Vision Rentals, LLC
FILE NO: 24P002

WHEREAS, the Moorhead Planning Commission received a full and complete application for a Conditional Use Permit for operation of a towing impound lot; and

WHEREAS, the Moorhead Planning Commission held a public hearing on the aforementioned request on April 7, 2025; and

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

Findings of Fact

1. A full and complete application was filed by Trantina Properties, LLC and received on March 3, 2025 (herein referred to as "Application") seeking a Conditional Use Permit for operation of a towing impound lot at 2857 22nd Ave S, Parcel 58.508.0180, legally described as:

Lot 6, Block 2, Moorhead Industrial Park 8th Addition, City of Moorhead, Clay County, Minnesota.
2. The property is zoned LI: Light Industrial, which permits impound lots as a conditional use.
3. A public hearing was held by the Planning Commission on April 7, 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.
4. The request is consistent with the general intent of the LI: Light Industrial zoning district.
5. The request has been found consistent with the following considerations regarding the possible adverse effects of the requested Conditional Use Permits (Section 10-4-3E):
 - a. The proposed action has been considered in relation to the specific policies and provisions of, and has been found to be consistent with, the official City Comprehensive Plan and with the purposes of the zoning district in which the applicant intends to locate the proposed use.
 - Impound lots are conditional uses in the LI: Light Industrial zoning district and the property is guided towards Industrial in the 2022 Comprehensive Land Use Plan.
 - b. The proposed use is or will be compatible with the present and future uses of the area;
 - The proposed use is compatible with the present and future uses of the area as there are other impound lots in the area.
 - c. The proposed use conforms with all performance standards contained herein (i.e. parking, loading, noise, etc.).
 - During plan review, all performance standards will be reviewed to meet Moorhead City Code and Minnesota Building Code.


- d. The proposed use will not tend to or actually have an adverse effect on the area in which it is proposed.
 - The proposed use will not tend to or actually have an adverse effect on the area in which it is proposed.
 - e. Traffic generated by the proposed use is within the capabilities of streets serving the property.
 - The proposed use will be accommodated by the existing capabilities of the streets and parking areas serving the property.
 - f. The proposed use can be accommodated by public services and facilities including parks, schools, streets and utilities, and will not overburden the City's service capacity.
 - The proposed use can be accommodated by the existing public services and facilities that currently serve the property.
5. NOW, THEREFORE, BE IT RESOLVED by the Moorhead Planning Commission that based upon the above Findings of Fact, the request of Trantina Properties and received on March 3, 2025 (herein referred to as "Application") seeking a Conditional Use Permit for operation of a vehicle impound lot at 2857 22nd Ave S, Parcel 58.508.0180, legally described as:

Lot 6, Block 2, Moorhead Industrial Park 8th Addition, City of Moorhead, Clay County, Minnesota.

is hereby approved contingent upon:

1. A drainage and dust control plan must be submitted and approved by the City Engineer prior to storing impound vehicles on the lot.
2. Opaque screening is required around the vehicle storage area to a height not less than six (6) feet.
3. Applicant shall receive all required federal, state, and local permits.

PASSED by the Moorhead Planning Commission this 7th day of April, 2025.


Brent Behm, Chair
Moorhead Planning Commission


Attest: Robin Huston,
City Planner/Zoning Administrator



City Council Communication

April 14, 2025

SUBJECT:

First Reading of Ordinance 2025-04: An Ordinance Amending the Official Zoning Map Rezoning Parcels within Community Commercial and Regional Commercial, and Parcels with a Commercial Future Land Use Designation

RECOMMENDATION:

The Mayor and Council are asked to consider a First Reading of Ordinance 2025-04: An Ordinance Amending the Official Zoning Map Rezoning Parcels within Community Commercial and Regional Commercial, and Parcels with a Commercial Future Land Use Designation

BACKGROUND/KEY POINTS:

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

For this group of map amendments, staff focused on the Community Commercial zoning district, which is a general commercial district; the Regional Commercial zoning district, which was for outdated big box commercial; and other parcels designated with a commercial future land use. Staff plans to address citywide rezones in smaller groups as each parcel must be evaluated for rezoning impact. In this group, 546 parcels were evaluated as follows:

Regional Commercial Parcels: All parcels currently Regional Commercial must be rezoned as that zoning district was repealed earlier this year and these parcels are meant to mostly be rezoned to MU-4: Gateway Mixed Use, which is the new mixed use district created to replace the outdated Regional Commercial district. Many of these parcels are along the primary corridors of Highway 10 E and the intersection of Highway 75 S and I-94.

Community Commercial Parcels: The parcels along primary corridors of Main Ave SE, 30th Ave S and Hwy 75 N will mostly remain Community Commercial.

Miscellaneous Commercial Future Land Use Parcels: These parcels had various outdated zoning districts and were rezoned to Community Commercial or Parks Open Space.

The Planning Commission held a public hearing on April 7, 2025 and unanimously recommended approval of the commercial map amendments with no public comment. The complete Planning Commission packet can be found at: [City of Moorhead : Planning Commission](#)

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: 2/3 of Council (6)



City Council Communication

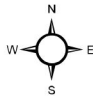
April 14, 2025

Submitted By:

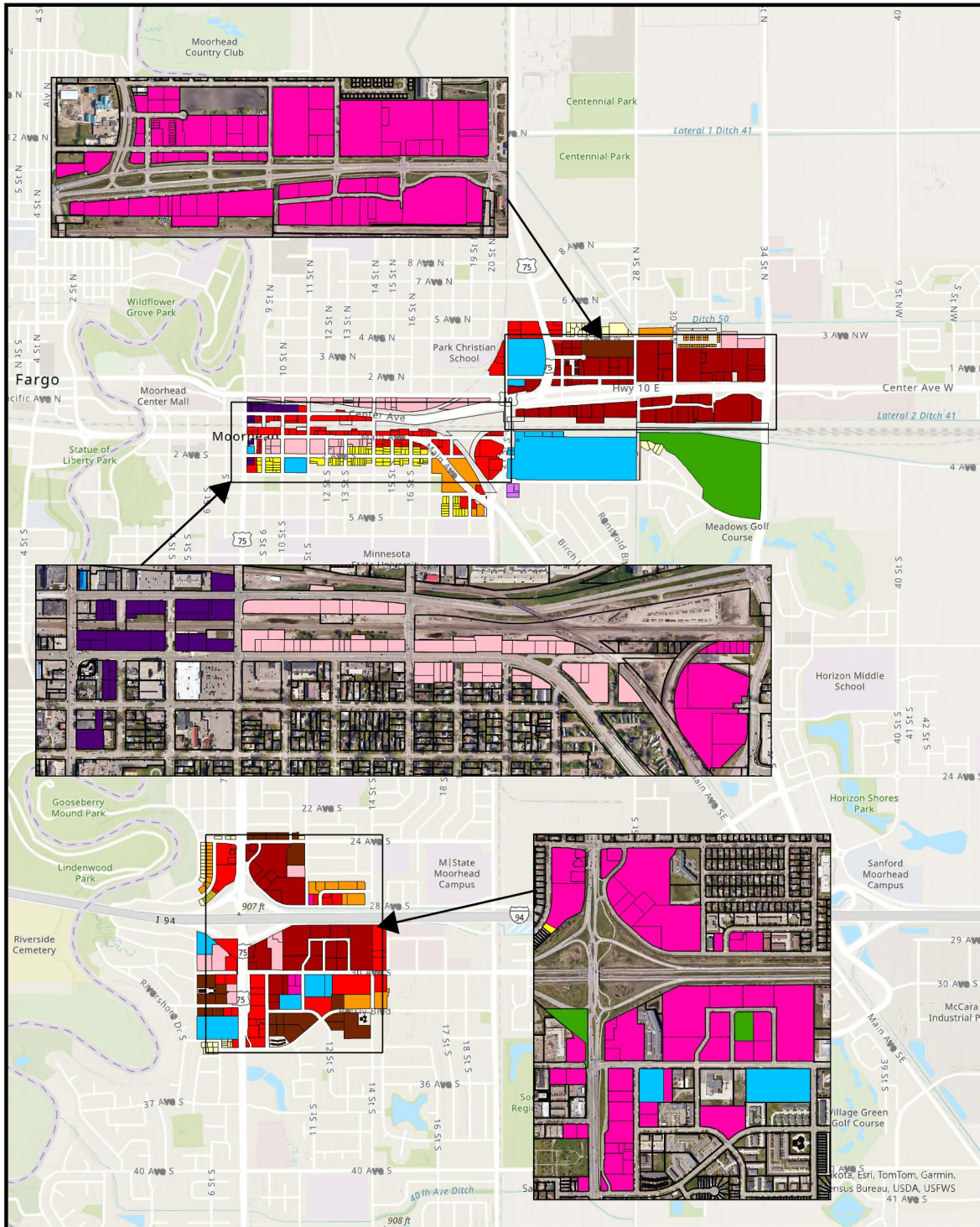
Dan Mahli, City Manager

Robin Huston, City Planner / Zoning Administrator

Attachments: Sample Map of current & proposed zoning for areas with significant changes
Draft Ordinance



Proposed Zoning Map Amendments



Legend: Zoning

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

ORDINANCE 2025-04

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP IN ACCORDANCE WITH CHAPTER 3 OF TITLE 10 OF THE MOORHEAD CITY CODE REZONING PARCELS WITHIN THE ZONING DISTRICTS OF COMMUNITY COMMERCIAL AND REGIONAL COMMERCIAL, AND PARCELS WITH A COMMERCIAL FUTURE LAND USE DESIGNATION

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

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

Parcel	Address	Current Zoning	New Zoning
58.060.0080	1001 30TH AVE S	RC	MU-4
58.060.0090	925 30TH AVE S	RC	INS
58.060.0100	3108 9TH ST S	RC	MU-4
58.060.0110	1002 32ND AVE S	RC	MU-4
58.130.0010	3131 24TH AVE S #1	RC	CC
58.130.0020	3131 24TH AVE S #2	RC	CC
58.140.0010	3009 HWY 10 E	RC	MU-4
58.140.0020	3007 HWY 10 E	RC	MU-4
58.140.0030	3005 HWY 10 E	RC	MU-4
58.140.0040	3131 FRONTAGE RD S	RC	MU-4
58.140.0043	3111 Frontage RD S	RC	MU-4
58.140.0044	3101 FRONTAGE RD S	RC	MU-4
58.140.0045	3027 FRONTAGE RD S	RC	MU-4
58.140.0050	3001 FRONTAGE RD S	RC	MU-4
58.161.0010	828 30TH AVE S	RC	MU-4
58.161.0030	800 30 AVE S	RC	MU-4
58.161.0040	802 30TH AVE S	RC	MU-4
58.162.0010	2900 13TH ST S	RC	MU-4
58.162.0020	1250 29TH AVE S	RC	MU-4
58.162.0050	2935 13TH ST S	RC	MU-4
58.162.0060	2920 12TH ST S	RC	P
58.162.0070	2960 12TH ST S	RC	MU-4
58.162.0080	2975 13TH ST S	RC	MU-4
58.163.0010	2915 12TH ST S	RC	MU-4
58.163.0020	1100 30TH AVE S	RC	MU-4
58.163.0030	1120 29TH AVE S	RC	MU-4
58.163.0040	2911 11TH ST S	RC	MU-4
58.163.0050	2951 11TH ST S	RC	MU-4
58.206.0010	2800 2ND AVE N	RC	MU-4
58.207.0010	3000 HWY 10 E	RC	MU-4
58.207.0020	3200 HWY 10 E	RC	MU-4
58.207.0021	3020 HWY 10 E	RC	MU-4

58.207.0022	3108 HWY 10 E	RC	MU-4
58.207.0023	3102 HWY 10 E	RC	MU-4
58.207.0024	3300 HWY 10 E	RC	MU-4
58.207.0025	3250 HWY 10 E	RC	MU-4
58.207.0025	3262 Hwy 10 E	RC	MU-4
58.207.0031	3330 HWY 10 E	RC	MU-4
58.207.0032	3324 HWY 10 E	RC	MU-4
58.207.0033	201 34TH ST N	RC	MU-4
58.207.0050	303 30TH ST N	RC	MU-4
58.207.0051	2920 HWY 10 E	RC	MU-4
58.207.0052	215 30TH ST N	RC	MU-4
58.207.0060	2902 HWY 10 E	RC	MU-4
58.265.0010	0 34TH ST S	RC	ROW
58.304.0030	3315 HWY 10 E	RC	ROW
58.900.9999			ROW
58.304.0035	3301 HWY 10 E	RC	MU-4
58.304.0036	3333 HWY 10 E	RC	MU-4
58.307.0200	302 HWY 75 N	RC	MU-4
58.307.0210	2415 4TH AVE N	RC	MU-4
58.307.0220	2414 3RD AVE N	RC	MU-4
58.307.0230	2408 3RD AVE N	RC	MU-4
58.307.0240	2409 4TH AVE N	RC	MU-4
58.307.0290	2720 2ND AVE N	RC	MU-4
58.307.0300	2710 2ND AVE N	RC	MU-4
58.307.0310	2620 2ND AVE N	RC	MU-4
58.307.0320	2622 2ND AVE N	RC	MU-4
58.307.0330	2600 2ND AVE N	RC	MU-4
58.307.0340	2420 2ND AVE N	RC	MU-4
58.307.0350	2500 2ND AVE N	RC	MU-4
58.307.0370	2406 2ND AVE N	RC	MU-4
58.307.0380	220 HWY 75 N	RC	MU-4
58.307.0390	2320 2ND AVE N	RC	MU-4
58.307.0430	2201 2ND AVE N	RC	MU-4
58.307.0440	123 24TH ST N	RC	MU-4
58.307.0450	2415 2ND AVE N	RC	MU-4
58.307.0460	2411 2ND AVE N	RC	MU-4
58.307.0470	2409 2ND AVE N	RC	MU-4
58.307.0480	2419 2ND AVE N	RC	MU-4
58.307.0490	2615 2ND AVE N	RC	MU-4
58.307.0510	2717 2ND AVE N	RC	MU-4
58.307.0520	2705 2ND AVE N	RC	MU-4
58.307.0530	2735 2ND AVE N	RC	MU-4
58.326.0010	1080 28TH AVE S	RC	MU-4

58.326.0020	960 HOLIDAY DR	RC	MU-4
58.326.0030	950 HOLIDAY DR	RC	MU-4
58.327.0010	906 HOLIDAY DR	RC	MU-4
58.327.0020	920 HOLIDAY DR	RC	MU-4
58.327.0030	940 HOLIDAY DR	RC	MU-4
58.327.0040	800 HOLIDAY DR	RC	MU-4
58.331.0010	3475 28TH AVE S	RC & CC	MU-4
58.344.0010	4000 28TH AVE S	RC	MU-4
58.354.0010	3410 28TH AVE S	RC	MU-4
58.354.0020	2602 34TH ST S	RC	MU-4
58.430.0010	100 21ST ST N	RC	MU-4
58.430.0020	2121 HWY 10 E	RC	MU-4
58.454.0011	2412 8TH ST S	RC	MU-4
58.454.0020	2404 8TH ST S	RC	MU-4
58.470.0010	2800 27TH AVE S	RC	INS
58.470.0015	2950 27th AVE S	RC	CC
58.470.0020	2900 27TH AVE S	RC	P
58.470.0030	3000 27TH AVE S	RC	CC
58.470.0040	3140 27TH AVE S	RC	CC
58.470.0060	2959 24TH AVE S	RC	P
58.470.0070	2675 27TH AVE S	RC	CC
58.470.0080	2755 27TH AVE S	RC	CC
58.470.0090	2845 27TH AVE S	RC	INS
58.470.0100	2925 27TH AVE S	RC	CC
58.470.0110	2995 27TH AVE S	RC	CC
58.470.0120	3015 27TH AVE S	RC	CC
58.470.0130	3035 27TH AVE S	RC	CC
58.470.0140	3065 27TH AVE S	RC	CC
58.470.0150	3085 27TH AVE S	RC	CC
58.470.0160	3145 27TH AVE S	RC	CC
58.535.0010	2801 HWY 10 E	RC	MU-4
58.535.0020	2809 HWY 10 E	RC	MU-4
58.535.0040	2901 FRONTAGE RD S	RC	MU-4
58.535.0050	2921 FRONTAGE RD S	RC	MU-4
58.573.0010	2408 2ND AVE N A	RC	MU-4
58.573.0020	2408 2ND AVE N B	RC	MU-4
58.573.0030	2408 2ND AVE N C	RC	MU-4
58.573.0040	2410 2ND AVE N D	RC	MU-4
58.573.0050	2410 2ND AVE N E	RC	MU-4
58.573.0060	2410 2ND AVE N F	RC	MU-4
58.573.0070	2410 2ND AVE N G	RC	MU-4
58.573.0080	2410 2ND AVE N H	RC	MU-4
58.573.0090	2416 2ND AVE N I	RC	MU-4
58.573.0100	2416 2ND AVE N J	RC	MU-4

58.573.0110	2416 2ND AVE N K	RC	MU-4
58.573.0120	2416 2ND AVE N L	RC	MU-4
58.573.0130	2416 2ND AVE N M	RC	MU-4
58.573.0000		RC	MU-4
58.688.0010	2409 HWY 10 E	RC	MU-4
58.688.0011	2503 HWY 10 E	RC	MU-4
58.688.0020	2525 HWY 10 E	RC	MU-4
58.688.0030	2537 HWY 10 E	RC	MU-4
58.688.0040	2727 HWY 10 E	RC	MU-4
58.900.0850	2311 HWY 10 E	RC	MU-4
58.900.0851	2303 HWY 10 E	RC	MU-4
58.900.0860	2223 HWY 10 E	RC	MU-4
58.900.0870	2409 HWY 10 E	RC	MU-4
58.900.0875	2527 HWY 10 E	RC	MU-4
58.900.1062	2500 34TH ST S	RC	MU-4/TZ
58.900.1069	2777 34 ST S	RC	INS
58.900.1070	3402 28TH AVE S	RC	MU-4
58.900.1151	2300 28TH AVE S	RC	INS
58.900.1160	2000 28TH AVE S	RC	RR
58.900.1161	2012 28TH AVE S	RC	HI
58.900.1165	2010 28TH AVE S	RC	HI
58.900.1402	4400 28TH AVE S	RC	MU-4
58.900.1404	4370 28TH AVE S	RC	MU-4
58.014.0010	3401 8TH ST S	CC	MU-4
58.024.0010	220 8 ST S	CC	MU-1
58.024.0015	815 2ND AVE S	CC	MU-1
58.060.0140	805 30TH AVE S	CC	MU-4
58.060.0155	3100 8 ST S	CC	MU-4
58.060.0160	3110 8TH ST S	CC	MU-4
58.060.0170	3220 8TH ST S	CC	MU-4
58.060.0185	3311 9TH ST S	CC	MU-4
58.060.0190	3333 9TH ST S	CC	MU-4
58.060.0200	3300 8TH ST S	CC	MU-4
58.060.0210	810 BELSLY BLVD	CC	MU-4
58.060.5010	1313 30TH AVE S	CC	INS
58.060.5040	1100 32ND AVE S	CC	MU-4
58.100.0640	2401 8TH ST S	CC	MU-4
58.100.0650	2531 8TH ST S	CC	MU-4
58.100.0655	2405 8TH ST S	CC	MU-4
58.100.0656	2551 8TH ST S	CC	MU-4
58.100.0660	2605 8TH ST S	CC	MU-4
58.100.0661	2600 BROOKDALE RD	CC	RLD-3
58.102.1850	625 30TH AVE S	CC	MU-4
58.102.2160	725 30TH AVE S	CC	MU-4

58.102.2300	711 32ND AVE S	CC	MU-4
58.102.2305	725 32ND AVE S	CC	MU-4
58.187.0010	3224 8TH ST S	CC	MU-4
58.187.0020	3225 9TH ST S	CC	MU-4
58.187.0030	3215 9 ST S	CC	MU-4
58.218.0870	221 21ST ST N	CC	INS
58.218.0880	211 21ST ST N	CC	INS
58.218.0950	210 17TH ST N	CC	INS
58.218.1340	128 16TH ST N	CC	MU-3
58.218.1350	121 18TH ST N	CC	MU-3
58.218.1360	1710 1ST AVE N	CC	MU-3
58.218.1370	1821 2ND AVE N	CC	MU-3
58.218.1380	1805 2ND AVE N	CC	MU-3
58.218.1390	116 18TH ST N	CC	MU-3
58.218.1400	1901 2ND AVE N	CC	MU-3
58.218.1410	1900 1ST AVE N	CC	MU-3
58.262.0010	700 30TH AVE S	CC	MU-4
58.262.0020	0 8TH ST S	CC	P
58.307.0110	415 HWY 75 N	CC	INS
58.324.0020	1020 CENTER AVE	CC	MU-1
58.331.0010	3475 28TH AVE S	CC/RC	MU-4
58.331.0020	4001 28th AVE S	CC	MU-4
58.354.0030	2500 34TH ST S	CC	MU-4
58.354.0040	3418 28 AVE S	CC	MU-4
58.369.0030	2811 MAIN AVE SE	CC	MU-4
58.372.0010	3510 12TH AVE S	CC	INS
58.415.0010	24 8TH ST S	CC	MU-1
58.415.0020	20 8TH ST S	CC	MU-1
58.415.0030	900 MAIN AVE	CC	MU-1
58.415.0040	900 MAIN AVE	CC	MU-1
58.415.0050	924 MAIN AVE	CC	MU-1
58.431.0040	3600 8TH ST S	CC	P
58.575.0340	825 CENTER AVE	CC	MU-1
58.575.0350	821 CENTER AVE	CC	MU-1
58.575.0360	817 CENTER AVE	CC	MU-1
58.575.0370	11 9TH ST S	CC	MU-1
58.575.0380	10 8TH ST S	CC	MU-1
58.575.0440	921-923 CENTER AVE	CC	MU-1
58.575.0450	919 CENTER AVE	CC	MU-1
58.575.0470	901 CENTER AVE	CC	MU-1
58.575.0475	10 9TH ST S	CC	MU-1
58.575.0630	823 MAIN AVE	CC	MU-1
58.575.0640	107 9TH ST S	CC	MU-1
58.575.0650	815 MAIN AVE	CC	MU-1

58.575.0710	820 2ND AVE S	CC	MU-1
58.575.0720	824 2ND AVE S	CC	MU-1
58.601.0130	1507 11TH ST N	CC	INS
58.617.0230	1700 29TH AVE S	CC	INS
58.721.0010	1820 1ST AVE N	CC	MU-3
58.721.0020	1724 1ST AVE N	CC	MU-3
58.721.0030	1702 1ST AVE N	CC	MU-3
58.721.0040	1620 1ST AVE N	CC	MU-3
58.721.0050	1608 1ST AVE N	CC	MU-3
58.721.0110	20 14TH ST S	CC	MU-3
58.721.0120	1516 MAIN AVE	CC	MU-3
58.721.0140	1506 MAIN AVE	CC	MU-3
58.721.0141	1506 MAIN AVE B	CC	MU-3
58.721.0142	1506 MAIN AVE C	CC	MU-3
58.721.0143	1506 MAIN AVE D	CC	MU-3
58.721.0144	1506 MAIN AVE	CC	MU-3
58.721.0150	1624 MAIN AVE	CC	MU-3
58.721.0160	1610 MAIN AVE	CC	MU-3
58.721.0170	1608 MAIN AVE	CC	MU-3
58.721.0180	1602 MAIN AVE	CC	MU-3
58.721.0190	1700-1706 1ST AVE S	CC	MU-3
58.721.0195	0 1ST AVE S	CC	RR
58.721.0200	1708 1ST AVE S	CC	RR
58.721.0210	1800 1ST AVE S	CC	RR
58.721.0230	1920 1ST AVE S	CC	MU-4
58.721.0240	1912 1ST AVE S	CC	RR
58.721.0250	1910 1ST AVE S	CC	RR
58.721.0260	1906 1ST AVE S	CC	RR
58.721.0270	1902 1ST AVE S	CC	RR
58.721.0280	2020 1ST AVE S	CC	MU-4
58.721.0290	2016 1ST AVE S	CC	MU-4
58.721.0300	2012 1ST AVE S	CC	MU-4
58.721.0310	2000 1ST AVE S	CC	MU-4
58.721.0320	1998 1ST AVE S	CC	MU-4
58.721.0330	1421 MAIN AVE	CC	MU-3
58.721.0340	1419 MAIN AVE	CC	MU-3
58.721.0350	1415 MAIN AVE	CC	MU-3
58.721.0410	112 14TH ST S	CC	MU-3
58.721.0420	1405 MAIN AVE	CC	MU-3
58.721.0430	1519 MAIN AVE	CC	MU-3
58.721.0440	111 16TH ST S	CC	MU-3
58.721.0510	110 15TH ST S	CC	MU-3
58.721.0520	104 15TH ST S	CC	MU-3
58.721.0530	1615 MAIN AVE	CC	MU-3

58.721.0580	106 16TH ST S	CC	MU-3
58.721.0590	104 16TH ST S	CC	MU-3
58.721.0600	1714 MAIN AVE	CC	MU-3
58.721.0620	1702 MAIN AVE	CC	MU-3
58.721.0630	1715 1ST AVE S	CC	MU-3
58.721.0640	1903 1ST AVE S	CC	RR
58.721.0650	1802 2ND AVE S	CC	MU-3
58.721.0670	123 21ST ST S	CC	MU-4
58.721.0645	0 1st Ave S	CC	MU-4
58.721.0671	2001 1ST AVE S	CC	ROW
58.721.0680	203-215 21ST ST S	CC	MU-4
58.721.0682	0 21ST ST S	CC	MU-4
58.721.0685	201 21ST ST S	CC	MU-4
58.721.1270	1910 4TH AVE S	CC	MU-3
58.721.1275	0 21ST ST S	CC	ROW
58.721.1276	0 21ST ST S	CC	ROW
58.721.1277	0 21ST ST S	CC	ROW
58.721.1278	0 21ST ST S	CC	ROW
58.721.1850	1813-1825 4TH AVE S	CC	MU-3
58.721.1990	410 19TH ST S	CC	MU-3
58.721.2040	1900 1ST AVE S	CC	RR
58.721.2050	1924 1ST AVE S	CC	MU-4
58.721.9000	0 21ST ST S	CC	ROW
58.721.9001	0 21ST ST S	CC	ROW
58.732.0260	1110 28TH AVE S	CC	MU-4
58.732.0270	1130 28TH AVE S	CC	MU-4
58.732.0280	2704 12TH ST S	CC	MU-4
58.732.0290	1132 28TH AVE S	CC	MU-4
58.847.0010	1335 CENTER AVE	CC	MU-3
58.847.0020	1321 CENTER AVE	CC	MU-3
58.847.0030	1301 CENTER AVE	CC	MU-3
58.847.0040	1225 CENTER AVE	CC	MU-3
58.847.0050	1201 CENTER AVE	CC	MU-3
58.847.0060	1021 CENTER AVE	CC	MU-1
58.847.0068	0 CENTER AVE	CC	MU-1
58.847.0070	1001-1011 CENTER AVE	CC	MU-1
58.847.0090	1030 MAIN AVE	CC	MU-1
58.847.0120	1010 MAIN AVE	CC	MU-1
58.847.0130	1002-1004 MAIN AVE	CC	MU-1
58.847.0140	1330 MAIN AVE	CC	MU-3
58.847.0150	1328 MAIN AVE	CC	MU-3
58.847.0190	1308 MAIN AVE	CC	MU-3
58.847.0210	1306 MAIN AVE	CC	MU-3
58.847.0220	1304 MAIN AVE	CC	MU-3

58.847.0230	1302 MAIN AVE	CC	MU-3
58.847.0240	1214-1230 MAIN AVE	CC	MU-3
58.847.0260	1210-1212 MAIN AVE	CC	MU-3
58.847.0270	1204 MAIN AVE	CC	MU-3
58.847.0280	1120 MAIN AVE	CC	MU-3
58.847.0290	1116 MAIN AVE	CC	MU-3
58.847.0300	1104 MAIN AVE	CC	MU-3
58.847.0310	1102 MAIN AVE	CC	MU-3
58.900.0755	0 CENTER AVE	CC	MU-3
58.900.0906	1208 CENTER AVE	CC	MU-3
58.900.1062	2500 34TH ST S	CC	MU-4 & TZ
58.900.1111	2505 12TH AVE S	CC	LI
58.900.1740	1500 11TH ST N	CC	MU-2
58.950.0060	0 MAIN AVE	CC	MU-3
58.950.0090	1312 MAIN AVE	CC	MU-3
58.950.0260	1500 MAIN AVE	CC	MU-3
58.950.0580	1118 MAIN AVE	CC	MU-3
58.900.1934	1304 15TH AVE N	CC	MU-2
58.900.0190	2305 15TH AVE N	INS	CC
58.799.0080	1470 25 ST S	LI	P
58.900.0130	1901 15TH AVE N	LI	P
58.900.0135	2001 15TH AVE N	LI	CC
58.900.0200	2300 8TH AVE N	RLD3	CC
58.214.0010	2200 8TH AVE N	RLD3	CC
58.244.0060	1709 11TH ST N	RMD	CC
58.244.0070	1705 11TH ST N	RMD	CC
58.244.0080	1703 11TH ST N	RMD	CC
58.244.0090	1701 11TH ST N	RMD	CC
58.244.0100	1040 17TH AVE N	RMD	CC
58.900.1700	3803 8TH ST S	RMD	CC
58.900.1745	1921 11TH ST N	RMD	CC
58.900.1746	1901 11TH ST N	RMD	CC
58.900.1747	1819 11TH ST N	RMD	CC
58.900.0136	0 15TH AVE N	N/A	P
58.900.9999		N/A	P

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

PASSED: April 14, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

First Reading: 04/14/2025
E-Post:
Second Reading:
Publication:



City Council Communication

April 14, 2025

SUBJECT:

Resolution to Approve the 2025 Cass County Vector Control Larval Mosquito Control Agreement

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve the Larval Mosquito Control Agreement between the City of Moorhead and Cass County Vector Control (CCVC).

BACKGROUND/KEY POINTS:

Cass County Vector Control (CCVC) has provided mosquito control surveillance and operations to the City of Moorhead since 2015. CCVC coordinates the program with other jurisdictions in Fargo-Moorhead metro area. Staff is recommending the City of Moorhead enter into a contract with CCVC to provide services for 2025. The terms are the same as 2024 and includes the following:

- Mosquito surveillance, trap collection, specimen identification, pesticide applications, mapping, data reporting, operation supplies, education/training, field supervision, data management, product procurement, technical direction, coordination of activities, administration.
- City of Moorhead maintains authority as decision makers and operators as specified by applicable agreements and permits.
- Pesticide application by CCVC to include larvicide and does not include aerial spraying.
- Parameters are in place when the risk of West Nile Virus or other vector borne viruses are present (Vector Borne Virus Reduction Plan attached).
- The agreement for aerial application is between the City of Moorhead and Vector Disease Control (VDCI).
- The decision to spray is solely maintained by the City of Moorhead.

FINANCIAL CONSIDERATIONS:

The Mosquito Control Agreement is budgeted at \$165,000. The resident fee includes the expense of this contract.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Paul Fiechtner, Public Works Director
Nichole Parr, Administrative Assistant

Attachments: Reduction Vector Borne Risk Matrix

Reduction Vector Borne Risk Matrix

Risk category	Probability of human outbreak	Definition	Activities and responses
0	None	<ul style="list-style-type: none"> No adult mosquito biting activity (vector species). No avian mortality noted. No suspected human cases documented. 	<ul style="list-style-type: none"> Monitor and maintain nuisance mosquito populations. Maintain surveillance activities for both nuisance and known vector species. Monitor national and regional arbovirus case documentation Organize disease surveillance live trapping when climatic conditions warrant (High temps >70 degrees – Low temps > 55) Treat known vector breeding sites with residual materials
1	Low	<ul style="list-style-type: none"> Biting adult mosquitoes active (vector species). -or- Epizootic activity expected based on onset of transmission in prior years. -or- Limited or sporadic epizootic activity in birds or mosquitoes. 	<ul style="list-style-type: none"> Response as in category 0, plus: Activate systemic program to monitor and reduce vector mosquito abundance. Conduct weekly RAMP test pools to monitor virus activity (mosquitoes and avian hosts) (July- Aug) Initiate community outreach focused on personal protection and residential source reduction. Monitor climatic conditions to evaluate future risk profile.
2	High	<ul style="list-style-type: none"> Sustained transmission activity in mosquitoes or birds. -or- Veterinary cases reported. -or- Human case or <u>viremic</u> blood donor reported. 	<ul style="list-style-type: none"> Response as in category 1 plus: Intensify and expand adult mosquito control in areas using ground and/or aerial applications where surveillance indicates human risk. Consider 14-21 day ULV intervals Intensify visible activities in community to increase attention to WNV transmission risk and personal protection measures. Work to address high risk populations. Intensify and expand surveillance for human cases.
3	Outbreak in progress	<ul style="list-style-type: none"> Conditions favor continued transmission to humans (i.e., persistent high infection rate in mosquitoes, continued avian mortality, seasonal mosquito population decreases not anticipated for weeks) -or- Multiple confirmed human cases or <u>viremic</u> blood donors. 	<ul style="list-style-type: none"> Response as in category 2 plus: Intensify emergency adult mosquito control program repeating applications as necessary to achieve adequate control. Monitor effectiveness of vector control efforts Emphasize urgency of personal protection, including use of repellents, through community leaders and media. Engage in 14-21 day interval region wide adult mosquito treatment regimen

RESOLUTION

Resolution to Approve the 2025 Cass County Vector Control Larval Mosquito Control Agreement

WHEREAS, the City of Moorhead participates in Cass County Vector Control's larval mosquito control program, and collects fees from residents to provide control of mosquito-borne disease and nuisance conditions caused by excessive mosquito populations; and

WHEREAS, Cass County Vector Control (CCVC) coordinates a mosquito control program that includes larval pesticide application throughout the Fargo-Moorhead Metropolitan area and can perform this service within the City of Moorhead; and

WHEREAS, the City of Moorhead maintains the decision authority of when to use aerial applications prior to all aerial pesticide applications.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Mayor and City Manager are authorized to sign the Vector Control agreement between the City of Moorhead and Cass County.

PASSED: April 14, 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

April 14, 2025

SUBJECT:

First Reading of Ordinance 2025-05: An Ordinance to Create and Enact Title 2, Chapter 5, Article F, Cannabis and Lower-Potency Hemp Edible Retail Business Registration, to Amend and Reenact the Annual Fee Schedule Relating to Cannabis and Lower-Potency Hemp Edible Retail Business Registration Fees and Violation Fines and to Repeal Title 2, Chapter 5, Article E, Sales of Edible Cannabinoid Products

RECOMMENDATION:

The Mayor and City Council are asked to consider a First Reading of Ordinance 2025-05: An Ordinance to Create and Enact Title 2, Chapter 5, Article F, Cannabis and Lower-Potency Hemp Edible Retail Business Registration, to Amend and Reenact the Annual Fee Schedule Relating to Cannabis and Lower-Potency Hemp Edible Retail Business Registration Fees and Violation Fines and to Repeal Title 2, Chapter 5, Article E, Sales of Edible Cannabinoid Products.

BACKGROUND/KEY POINTS:

- May 30, 2023, Governor Walz signed new legislation into law legalizing adult-use recreational cannabis, which also incorporates and clarifies previously approved medical cannabis and cannabinoid laws.
- July 1, 2023 - legalized adult possession and home cultivation of cannabis
- August 1, 2023 - lifted criminal penalties for adult possession and home cultivation of cannabis, and legalized drug paraphernalia statewide
- February 26, 2024 – City repeals ordinance banning sales of drug paraphernalia and adds cannabis and hemp-related uses to the Zoning Code (Ordinance 2024-02). Subsequent Zoning Code updates included:
 - February 24, 2025: Ordinance 2025-01 clarified that existing breweries will continue to be able to “produce” cannabis or low-potency hemp edibles on site.
 - February 24, 2025: Ordinance 2025-03 moved Cannabis Microbusiness and Mezzobusiness Licenses, which permit retail sales, cultivation and production of edibles from permitted uses only in Light Industrial and Heavy Industrial to provisional uses that require a City permit to operate in all commercial, mixed use and industrial zoning districts.
- April 14, 2025 – Consideration of Ordinance 2025-05: the proposed ordinance would set retail business registration standards and fees. The ordinance also repeals and replaces the previous ordinance relating to business licensing of Cannabinoid Products.

The City Manager assembled a cannabis work group to study [Minnesota Statute Chapter 342, Cannabis](#) comprised of staff from Moorhead Police, City Attorney’s Office, City Prosecutor, City Clerk’s Office, City Manager’s Office and the Community Development Department. The new law permits cities to regulate cannabis-related businesses by the following options:

Option 1. If the State issues a license, cities cannot currently prohibit the operation.

Because the city had to immediately respond to this new law, the first item addressed was to update the Zoning Code for prospective businesses to know where they can and cannot locate within the city. This step is complete.



City Council Communication

April 14, 2025

Option 2. Cities that have not delegated required retail sales registration to their County must require registration of all licensed retail businesses for local ordinance and age-verification compliance purposes.

This option is addressed by this proposed ordinance where the City requires all retail operators to register with City, have their site inspected for building/fire code requirements and age-verification measures, and pay a fee.

Option 3. Cities may adopt reasonable restrictions on the time, place and manner of operation.

- a. If they so choose, cities may only prohibit operation within 1,000 feet of a school or within 500 feet of a daycare, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field.
- b. Cities may also limit cannabis retailer operations to no fewer than one registration for every 12,500 residents (i.e., maximum of 3 retail businesses for Moorhead) but does not prohibit cities from allowing licensed retailers in excess of minimums.

In 2024, the work group did not recommend license limits or buffers based on: the state was already capping some licenses, low commercial vacancy rates, the difficulty at which it is to operate a cannabis business, zoning protections, difficulty of enforcement of buffers to daycares as their use would need to be denied if a cannabis retailer was already within 500 ft of their proposed location and the plan to treat cannabis retail no differently than alcohol retail. Staff has been communicating no caps or buffers to the business community since that time. Staff will monitor license-holders and if issues arise, amendments to this ordinance could be considered.

The work group also studied other considerations related to the new cannabis law:

1. Public consumption – not recommending any changes based on difficulty of enforcement/higher priorities for MPD.
2. Smoking in parks – The Parks Advisory Board updated the Parks/Outdoor Facilities Policy to address cannabis and vaping in February 2024 (attached).
3. Cannabis special events – these events require a State Cannabis License and will be added to the existing special events permitting process. These events will be further evaluated for improvements/fee adjustments once events occur.



City Council Communication

April 14, 2025

Lastly, it is timely to approve the proposed registration ordinance this month as State licensing for cannabis and lower-potency hemp edible businesses is expected to begin by the end of April.

FINANCIAL CONSIDERATIONS:

Through the registration process, cities have the ability to charge fees and assess fines for these businesses. Registration fees are based on statute and cannot be increased but may be lowered. Also, cities may impose the initial registration fee plus the renewal fee for the first year (e.g., a Cannabis Retailer would pay \$1,500 the first year and \$1,000 per year annually thereafter).

The following fees and fines are proposed as follows:

Business License & Permits	
Cannabis and Lower-potency Hemp Edible Retail Business Registration Fees & Violation Fines	
Registration Fees per State License Type	
Cannabis Retailer	
Initial Registration Fee	\$500.00
Renewal Registration Fee	\$1,000.00
Cannabis Microbusiness	
Initial Registration Fee	\$0.00*
Renewal Registration Fee	\$500.00
Cannabis Mezzobusiness	
Initial Registration Fee	\$500.00
Renewal Registration Fee	\$1,000.00
Medical Cannabis Combination Business	
Initial Registration Fee	\$500.00
Renewal Registration Fee	\$1,000.00
Lower Potency Hemp Edible Retailer	
Initial Registration Fee	\$125.00
Renewal Registration Fee	\$125.00
Violation Fines	
Selling without a valid registration	\$2,000.00 each occurrence
First violation - other than selling without valid registration	\$2,000.00 each occurrence
Second violation - other than selling without valid registration at the same location within five years of the first violation	\$2,000.00 each occurrence
Third violation – other than selling without valid registration at the same location within five years of the first violation	\$2,000.00 each occurrence
Fourth violation - other than selling without valid registration at the same location within	\$2,000.00 each occurrence



City Council Communication

April 14, 2025

five years of the first violation	
-----------------------------------	--

*Note: the City is unable to charge a fee for this license type because the State does not charge a fee (and the City fee cannot exceed the State fee). Staff will monitor if this changes at the State level in the future.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Robin Huston, City Planner / Zoning Administrator

Attachments: Cannabis Glossary
Smoking and Vaping in Parks/Outdoor Facilities Policy
Draft Ordinance 2025-05

GLOSSARY OF CANNABIS-RELATED TERMS

Cannabinoid means any of the chemical constituents of hemp plants or cannabis plants that are naturally occurring, biologically active, and act on the cannabinoid receptors of the brain. Cannabinoid includes but is not limited to tetrahydrocannabinol and cannabidiol.

Cannabis Business means any of the following 10 State license types:

1. **Cannabis Cultivator** - activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis plants, cannabis flower, hemp plants, or hemp plant parts.
2. **Cannabis Delivery Service** - transports and delivers cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumable products to customers.
3. **Cannabis Event Organizer** - organizes temporary cannabis events lasting no more than four days.
4. **Cannabis Manufacturer** - creation of cannabis concentrate and manufacture of cannabis products and hemp-derived consumer products for public consumption.
5. **Cannabis Mezzobusiness** can do the following:
 - A. grow cannabis plants from seed or immature plant to mature plant and harvest cannabis flower from a mature plant for use as adult-use cannabis flower or for use in adult-use cannabis products:
 - i. indoor facility may cultivate up to 15,000 square feet of plant canopy,
 - ii. outdoor location may cultivate up to one acre of mature, flowering plants unless the Office of Cannabis Management increases that limit;
 - B. grow cannabis plants from seed or immature plant to mature plant and harvest cannabis flower from a mature plant for use as medical cannabis flower or for use in medical cannabinoid products;
 - C. make cannabis concentrate;
 - D. make hemp concentrate, including hemp concentrate with a delta-9 tetrahydrocannabinol concentration of more than 0.3 percent as measured by weight;
 - E. manufacture artificially derived cannabinoids;
 - F. manufacture adult-use cannabis products, lower-potency hemp edibles, and hemp-derived consumer products for public consumption;
 - G. process medical cannabinoid products;
 - H. purchase immature cannabis plants and seedlings and cannabis flower from a cannabis microbusiness, another cannabis mezzobusiness, a cannabis manufacturer, or a cannabis wholesaler;
 - I. purchase cannabis concentrate, hemp concentrate, and synthetically derived cannabinoids from a cannabis microbusiness, another cannabis mezzobusiness, a cannabis manufacturer, or a cannabis wholesaler for use in manufacturing adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products;
 - J. purchase hemp plant parts and propagules from a licensed hemp grower licensed under chapter 18K (industrial hemp development);

- K. purchase hemp concentrate from an industrial hemp processor licensed under chapter 18K (industrial hemp development);
- L. package and label adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, and hemp-derived consumer products for sale to customers;
- M. sell immature cannabis plants and seedlings, adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, hemp-derived consumer products, and other products authorized by law to other cannabis businesses and to customers.

6. Cannabis Microbusiness can do the following:

- A. grow cannabis plants from seed or immature plant to mature plant and harvest cannabis flower from a mature plant:
 - i. indoor facility may cultivate up to 5,000 sf of plant canopy,
 - ii. outdoor location may cultivate up to one-half acre of mature, flowering plants unless the Office of Cannabis Management increases that limit;
- B. make cannabis concentrate;
- C. make hemp concentrate, including hemp concentrate with a delta-9 tetrahydrocannabinol concentration of more than 0.3 percent as measured by weight;
- D. manufacture artificially derived cannabinoids;
- E. manufacture adult-use cannabis products, lower-potency hemp edibles, and hemp-derived consumer products for public consumption;
- F. purchase immature cannabis plants and seedlings and cannabis flower from another cannabis microbusiness, a cannabis mezzobusiness, a cannabis manufacturer, or a cannabis wholesaler;
- G. purchase hemp plant parts and propagules from an industrial hemp grower licensed under chapter 18K (industrial hemp development);
- H. purchase hemp concentrate from an industrial hemp processor licensed under chapter 18K (industrial hemp development);
- I. purchase cannabis concentrate, hemp concentrate, and artificially derived cannabinoids from another cannabis microbusiness, a cannabis mezzobusiness, a cannabis manufacturer, or a cannabis wholesaler for use in manufacturing adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products;
- J. package and label adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, and hemp-derived consumer products for sale to customers;
- K. sell immature cannabis plants and seedlings, adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, hemp-derived consumer products, and other products authorized by law to other cannabis businesses and to customers;
- L. operate an establishment that permits on-site consumption of edible cannabis products and lower-potency hemp edibles.

7. Cannabis Retailer – sales of all cannabis-related items including sale of cannabis plants, cannabis flower, hemp plants, or hemp plant parts.

8. Cannabis Testing Facility - obtains and tests immature cannabis plants and seedlings, cannabis flower, cannabis products, hemp plant parts, hemp concentrate, artificially derived cannabinoids,

lower-potency hemp edibles, and hemp-derived consumer products from other cannabis-licensed businesses.

9. Cannabis Transporter - transports immature cannabis plants and seedlings, cannabis flower, cannabis products, artificially derived cannabinoids, hemp plant parts, hemp concentrate, lower-potency hemp edibles, and hemp-derived consumer products from other cannabis-licensed businesses.

10. Cannabis Wholesaler - sales and imports of all cannabis-related items including cannabis plants, cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products.

Hemp business means either of the following:

- (1) lower-potency hemp edible manufacturer; or
- (2) lower-potency hemp edible retailer.

Hemp business does not include a person or entity licensed under chapter 18K (industrial hemp development) to grow industrial hemp for commercial or research purposes or to process industrial hemp for commercial purposes.

Home/Personal Cultivation of hemp or cannabis flower means:

- A. Up to eight cannabis plants, with no more than four being mature, flowering plants may be grown at a single residence, including the curtilage or yard, without a license to cultivate cannabis provided that cultivation takes place at the primary residence of an individual 21 years of age or older and in an enclosed, locked space that is not open to public view.

Home/Personal Extraction or Sale of hemp or cannabis flower and products means:

- A. Separation or extraction of cannabis concentrate or hemp concentrate at a residence is not permitted.
- B. Sale of hemp, cannabis flower and other products at a residence is not permitted.

Lower-potency hemp edible means any product that:

- (1) is intended to be eaten or consumed as a beverage by humans;
- (2) contains hemp concentrate or an artificially derived cannabinoid, in combination with food ingredients;
- (3) is not a drug;
- (4) consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol, 25 milligrams of cannabidiol, 25 milligrams of cannabigerol, or any combination of those cannabinoids that does not exceed the identified amounts;
- (5) does not contain more than a combined total of 0.5 milligrams of all other cannabinoids per serving;
- (6) does not contain an artificially derived cannabinoid other than delta-9 tetrahydrocannabinol;
- (7) does not contain a cannabinoid derived from cannabis plants or cannabis flower; and
- (8) is a type of product approved for sale by the office or is substantially similar to a product approved by the office, including but not limited to products that resemble nonalcoholic beverages, candy, and baked goods.

Medical Cannabis Business means any of the following 4 State license types:

1. Medical Cannabis Cultivator can do the following:

- A. Grow cannabis plants within the approved amount of space up to 60,000 square feet of plant canopy from seed or immature plant to mature plant;

- 1.A medical cannabis cultivator may exceed the limit of 60,000 square feet of plant canopy if it was legally cultivating medical cannabis with a greater plant canopy as of April 1, 2023;

- B. Harvest cannabis flower from a mature plant;
- C. Package and label cannabis flower as medical cannabis flower;
- D. Sell medical cannabis flower to medical cannabis processors and medical cannabis retailers;
- E. Transport medical cannabis flower to a medical cannabis processor located on the same premises;
- F. Perform other actions approved by the Office of Cannabis Management.

2. Medical Cannabis Processor can do the following:

- A. Purchase medical cannabis flower, medical cannabinoid products, hemp plant parts, and hemp concentrate from medical cannabis cultivators and other medical cannabis processors;
- B. Purchase hemp plant parts from industrial hemp growers;
- C. Make cannabis concentrate from medical cannabis flower;
- D. Make hemp concentrate, including hemp concentrate with a delta-9 tetrahydrocannabinol concentration of more than 0.3 percent as measured by weight;
- E. Manufacture medical cannabinoid products;
- F. Package and label medical cannabinoid products for sale to other medical cannabis processors and to medical cannabis retailers; and
- G. Perform other actions approved by Office of Cannabis Management. .

3. Medical Cannabis Retailer can do the following:

- A. Purchase medical cannabis flower and medical cannabinoid products from medical cannabis cultivators and medical cannabis processors and
- B. Sell or distribute medical cannabis flower and medical cannabinoid products to any person authorized to receive medical cannabis flower or medical cannabinoid products.

4. Medical Cannabis Combination Business License can do the following:

- A. Grow cannabis plants from seed or immature plant to mature plant and harvest adult-use cannabis flower and medical cannabis flower from a mature plant;
- B. Make cannabis concentrate;
- C. Make hemp concentrate, including hemp concentrate with a delta-9 tetrahydrocannabinol concentration of more than 0.3 percent as measured by weight;
- D. Manufacture artificially derived cannabinoids;
- E. Manufacture medical cannabinoid products;
- F. Manufacture adult-use cannabis products, lower-potency hemp edibles, and hemp-derived consumer products for public consumption;
- G. Purchase immature cannabis plants and seedlings and cannabis flower from a cannabis microbusiness, a cannabis mezzobusiness, a cannabis manufacturer, a cannabis wholesaler, a medical cannabis cultivator, or another medical cannabis combination business;

- H. Purchase hemp plant parts and propagules from an industrial hemp grower licensed under chapter 18K;
- I. Purchase cannabis concentrate, hemp concentrate, and artificially derived cannabinoids from a cannabis microbusiness, a cannabis mezzobusiness, a cannabis manufacturer, a cannabis wholesaler, a medical cannabis processor, or another medical cannabis combination business;
- J. Purchase hemp concentrate from an industrial hemp processor licensed under chapter 18K;
- K. Package and label medical cannabis and medical cannabinoid products for sale to medical cannabis processors, medical cannabis retailers, other medical cannabis combination businesses, and patients enrolled in the registry program, registered designated caregivers, and parents, legal guardians, and spouses of an enrolled patient;
- L. Package and label adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, and hemp-derived consumer products for sale to customers;
- M. Sell medical cannabis flower and medical cannabinoid products to patients enrolled in the registry program, registered designated caregivers, and parents, legal guardians, and spouses of an enrolled patient;
- N. Sell immature cannabis plants and seedlings, adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, hemp-derived consumer products, and other products authorized by law to other cannabis businesses and to customers; and
- O. Perform other actions approved by the Office of Cannabis Management.

Additional definitions for the new law can be found at: [Sec. 342.01 MN Statutes](#)



Park Advisory Board Memorandum

February 27, 2024

SUBJECT: Approve Changes to Smoking in Parks / Outdoor Facilities Policy to include Cannabis and Vaping

RECOMMENDATION:

Park Board is being asked to approve changes to the current Parks *Smoking in Parks/Outdoor Facilities* policy that would add language on smoking and vaping cannabis and hemp products.

BACKGROUND/KEY POINTS:

There is currently a policy in the Parks and Recreation manual outlining the guidelines for smoking in parks and outdoor facilities. The recommended changes would add cannabis, hemp and vaping to the list of what is prohibited near children.

On May 30, 2023, new legislation was signed into law that legalized adult-use of recreational cannabis in Minnesota. The regulation for the use, sales and licensing is still being developed in the various Cities across Minnesota. The law does allow for the Cities to regulate various aspects of cannabis and hemp sale and use, allowing for cities to adopt reasonable restrictions in regard to proximity to children. (See attached City ordinance currently being considered by the Moorhead City Council)

Addressed in this policy are:

- Lists the outdoor park facilities and locations where smoking and vaping all substances is prohibited.
- Identifies signage and notification requirements suggested to help make users aware of the policy.
- Identifies guidelines for staff when designating a special event as a "Smoke-Vape Free Event".
- Since this is not an ordinance it is not enforceable by police. In the past there has been no issue with enforcing the existing policy through a simple request to the offenders.
- Penalties for noncompliance with Park Staff would be administered within the Park Department such as removal from a program attending, requesting that they leave the event or park, request that their rental be terminated, not allowing future rentals due to noncompliance etc.
- Lays out a process for those penalized to request a review by the Parks Director or Park Advisory Board.

FINANCIAL CONSIDERATIONS: None

Submitted By:

Holly Heitkamp, Parks and Recreation Department Director

Attachments: Draft Policy – Smoking in Parks / Outdoor Facilities

WHEREAS, the City of Moorhead Park Advisory Board believes that tobacco, hemp and cannabis use in the proximity of children and adults engaging in or watching outdoor recreation activities at City-owned or operated facilities is detrimental to their health and can be offensive to those using such facilities; and

WHEREAS, secondhand smoke/vape is especially harmful to children and even brief exposures can be harmful to children. Ingestion of nicotine can cause nicotine poisoning and eating one or more cigarettes or three or more cigarette butts is considered potentially toxic or poisonous to children.

WHEREAS, the mission of Moorhead Parks and Recreation is to improve the quality of life for its citizens by providing a comprehensive system of parks, recreation, cultural, and human service programs that encourage health, fitness, relaxation, and cultural enrichment, as well as providing opportunities for conservation, education, and community involvement.

WHEREAS, the City of Moorhead Park Advisory Board has a unique opportunity to create and sustain an environment that supports a norm through a tobacco/cannabis-free policy, rule enforcement, and adult-peer role modeling on City-owned outdoor recreational facilities; and

WHEREAS, cigarettes, once consumed in public spaces, are often discarded on the ground requiring additional maintenance expenses, diminish the beauty of the City of Moorhead's recreational facilities, and pose a risk to toddlers due to ingestion; and

WHEREAS, the City of Moorhead Parks and Recreation Board determines that the prohibition of tobacco, hemp and cannabis use at the City's recreation facilities serves to protect the health, safety and welfare of the citizens of our City.

WHEREAS, the City of Moorhead's current Smoking Ordinance prohibits smoking in all buildings but the Ordinance is silent on outdoor parks space.

THEREFORE, BE IT RESOLVED, after careful consideration of above statements, the following Tobacco/Hemp/Cannabis Policy is adopted for Moorhead Parks and Recreation:

No person shall smoke or vape tobacco, hemp, cannabis or related products or dispose of pipe ash, cigarette butts, or any other tobacco, hemp or cannabis-related waste in the following areas:

1. Inside any City owned building including recreation facilities.
2. The grounds/parks surrounding the following facilities:
 - a. Moorhead Municipal Pool and Wading Pools
 - b. Neighborhood Recreation Centers
 - c. Playgrounds, and skating rinks
 - d. Restrooms, Bleachers and Concession Facilities

- e. Matson, Southside Regional Park, and Centennial Athletic Complex's
 - f. Log Cabin at Memorial Park, and Picnic Shelters
 - g. Dog Park
 - h. Walking Tracks
3. In addition, Parks and Recreation staff reserves the right to designate an event as a "Smoke-Vape Free Event." In deciding whether an event shall be considered a Smoke-Vape Free Event, the Recreation Staff should consider the following:
- (a) The age of the likely attendees or participants. The Staff shall specifically consider whether the majority of the expected attendees or participants are seven teen years of age or younger.
 - (b) The risk of exposure to children and non-smokers/vapers at the event.
 - (d) The location of the event. If the event is located on property which is not owned by the City of Moorhead, Staff shall specifically consider whether the property owner desires to prohibit smoking.
 - (e) Any other negative or positive impact on the event.

Staff shall, when possible, include on any advertising for the event inform citizens that the event is "Smoke-Vape Free", including but not limited to websites, calendars, and posters.

4. Enforcement
- a. Appropriate signs shall be posted in the above specified areas.
 - b. The community, especially facility users and staff, will be notified about this policy as per their user agreements.
 - c. Parks and Recreation staffs are responsible for monitoring the areas for compliance.
 - d. Any person found violating this policy may be subject to immediate ejection from the recreation area for the remainder of the event.
 - e. Since this is not an ordinance there is no punitive enforcement possible.
 - f. Complaints that a particular event or facility is designated as Smoke-Vape Free shall be referred by Staff to the Parks and Recreation Department Director and the Park Advisory Board.

ORDINANCE 2025-05

AN ORDINANCE TO CREATE AND ENACT TITLE 2, CHAPTER 5, ARTICLE F, CANNABIS AND LOWER-POTENCY HEMP EDIBLE RETAIL BUSINESS REGISTRATION, TO AMEND AND REENACT THE ANNUAL FEE SCHEDULE OF THE APPENDIX OF THE MOORHEAD MUNICIPAL CODE RELATING TO CANNABIS AND LOWER-POTENCY HEMP EDIBLE RETAIL BUSINESS REGISTRATION FEES AND VIOLATION FINES AND TO REPEAL TITLE 2, CHAPTER 5, ARTICLE E, SALES OF EDIBLE CANNABINOID PRODUCTS

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

SECTION 1. Title 2, Chapter 5, Article F, Cannabis and Lower-Potency Hemp Edible Retail Business Registration of the Moorhead Municipal Code is hereby created and enacted to read as follows:

ARTICLE F. CANNABIS AND LOWER-POTENCY HEMP EDIBLE RETAIL BUSINESS REGISTRATION

2-5F-1: PURPOSE AND AUTHORITY

2-5F-2: DEFINITIONS

2-5F-3: REGISTRATION

2-5F-4: REGISTRATION FEE

2-5F-5: RESTRICTIONS

2-5F-6: ENFORCEMENT

2-5F-7: SANCTIONS FOR VIOLATIONS

2-5F-8: PENALTY

2-5F-9: SEVERABILITY

2-5F.1: PURPOSE AND AUTHORITY

The purpose of this section is to implement the provisions of M.S. Chapter 342 by requiring registration and regulations of cannabis and lower-potency hemp edible retail businesses in accordance with Minnesota law. The city recognizes that the unregulated use of cannabis and lower-potency hemp products pose risks to the health, safety, and welfare of its residents, particularly those under the age of 21.

The City Council has the authority to adopt this ordinance pursuant to:

- A. M.S. § 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions on the time, place, and manner of the operation of a cannabis and lower-potency hemp edible retail businesses provided that such restrictions do not prohibit the establishment or operation of cannabis and lower-potency hemp edible retail businesses.
- B. M.S. § 342.22, requires that cannabis retailers, medical cannabis retailers, medical cannabis combination businesses, cannabis microbusinesses with a retail operations endorsement, cannabis mezzobusinesses with a retail operations endorsement, and lower-potency hemp edible retailers register with the city before making retail sales to customers or patients, and the city is authorized to perform compliance checks of every such registered cannabis.

2-5F-2: DEFINITIONS

Unless otherwise noted in this section, the words and phrases contained in M.S. § 342.01 and the rules promulgated by the Office of Cannabis Management pursuant shall have the same meanings in this city code.

CANNABIS RETAIL BUSINESS. A business that is licensed or required to be licensed by the State of Minnesota as a cannabis retailer, cannabis mezzobusiness with retail operations endorsement, cannabis microbusiness with retail operations endorsement, or medical cannabis combination business operating a retail location, and lower-potency hemp edible retailers.

CANNABIS RETAILER. Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis or lower-potency hemp products to a consumer and not for the purpose of resale in any form.

COMPLIANCE CHECK. The system used by the city to investigate and ensure that those authorized to sell products subject to licensing and registration are following and complying with the requirements of this Article and state law. Compliance checks involve the use of persons under the age of 21 who purchase or attempt to purchase such products.

ISSUING AUTHORITY. City of Moorhead.

LOWER-POTENCY HEMP EDIBLE. As defined under M.S. § 342.01, subd. 50.

LOWER-POTENCY HEMP EDIBLE RETAILER. A hemp business, as defined by M.S. § 342.01, subd. 34, that holds a valid lower-potency hemp edible retail license.

OFFICE OF CANNABIS MANAGEMENT. Minnesota Office of Cannabis Management, herein referred to as "OCM".

PERSON OR REGISTRANT. One or more natural persons; a partnership, including a limited partnership; a corporation, including a foreign, domestic or nonprofit corporation; a trust or any other business organization.

RETAIL REGISTRATION. An approved registration issued by the issuing authority to a state-licensed cannabis or lower-potency hemp edible retail business.

RETAIL SALE. Any transfer of goods for money, trade, barter, or other consideration for cannabis or lower-potency hemp edible products.

SELF-SERVICE OR AUTOMATED SALE. Any sale, including online sales, of a cannabis or lower-potency hemp product that is accessible to the public without the personal assistance of an employee of the licensed establishment.

STATE LICENSE. An approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis and lower-potency hemp edible retail businesses.

2-5F-3: REGISTRATION

No person shall operate a cannabis or lower-potency hemp edible retail business or may make any sale, without first being registered by the issuing authority pursuant to M.S. § 342.22.

- A. Application submittal. Registration shall be made by fully completing and submitting to the issuing authority the registration form provided by the city. The registration form shall contain the following information:

1. Full name and date of birth of the registrant.
 2. Mailing address, email address, and phone number for the registrant.
 3. Legal name of the cannabis or lower-potency hemp edible retail business to be registered.
 4. A copy of the cannabis or lower-potency hemp edible retail business' current license or license preapproval issued by OCM .
 5. The address, full name of the property owner, and parcel ID of the property on which the cannabis or lower-potency hemp edible retail business is to operate.
 6. Signature of the registrant or the authorized agent of the legal entity registrant.
 - a. If the registrant is a legal entity, the following information shall be provided for the person designated as the general or primary manager on site: the full name, date of birth, mailing address, contact phone number, email address; and
 7. Any additional information the city deems necessary.
- A. Application approval. The registration shall not be approved or renewed if the applicant is unable to meet the requirements of this section. A retail registration will be approved and in effect and only so long as the following requirements are met:
1. The registrant holds a valid license or license preapproval issued by OCM to the cannabis or lower-potency hemp edible retail business.
 2. The registrant paid the total sum of the initial registration fee and first year renewal fee as required in 2-5F-4 of this City Code and in the amounts set forth in the Annual Fee Schedule of the Appendix of the Moorhead Municipal Code;
 3. The property where the cannabis or lower-potency hemp edible retail business is located is current on all property taxes and assessments; and
 4. If the registration form is incomplete, the retail registration shall be not issued and the issuing authority will provide the applicant notice of the deficiencies.
 5. Prior to issuance of a retail registration, the issuing authority and any other required or assigned city staff shall conduct a preliminary compliance check to ensure that the cannabis or lower-potency hemp edible retail business is compliant with the zoning code, building code, and performance standards for cannabis or lower-potency hemp edible retail businesses established in this section and elsewhere in this city code. Pursuant to M.S. § 342.13, within 30 days of receiving a copy of a state license application from OCM, the issuing authority shall certify whether the registrant complies with city code.
- B. Renewal of registration. A retail registration shall be renewed when OCM renews the license of the business, provided that the cannabis or lower-potency hemp edible retail business submits to the city a renewal registration form provided by the city, the information and documentation required by this section (same as new application), and payment of the applicable renewal cannabis or lower-potency hemp edible retail business registration fee established in Annual Fee Schedule of the Appendix of the Moorhead Municipal Code.

- C. Change in location. If a state-licensed cannabis or lower-potency hemp edible retail business seeks to move to a new location within the city, it shall submit a new application for retail registration for the new location prior to the relocation. No additional registration fee or renewal fee shall be required for a change in location.
- D. Registration is non-transferable. A retail registration issued under this section shall not be transferred to another person or to a different cannabis or lower-potency hemp edible retail business.
- E. Display of license and registration. Licenses issued by the OCM and retail registrations issued by the city shall be displayed in plain view for the public in the licensed premises.

2-5F-4: REGISTRATION FEE

No retail registration shall be approved or renewed under this section until the applicable registration or renewal fee is paid in full. Fees shall be non-refundable upon payment and submission of a complete application for registration or renewal.

Registration and renewal fees shall be as set forth in Annual Fee Schedule of the Appendix of the Moorhead Municipal Code. The initial and renewal registration fees shall be the maximum allowable as provided by M.S. § 342.22 and all fees in all other respects shall comply with the requirements of state law. The initial registration fee shall include the fee for the initial registration and the first annual renewal. Any renewal fee imposed thereafter shall be charged at the time of the second renewal, as established in Annual Fee Schedule of the Appendix of the Moorhead Municipal Code.

2-5F-5: RESTRICTIONS

- A. Hours of operation. Cannabis or lower-potency hemp edible retail businesses are limited to retail sales between the hours of 10:00 a.m. and 10:00 p.m. Monday to Sunday as provided by M.S. § 342.27.
- B. Age verification. No cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products shall be sold to any person under 21 years of age. Registrants shall verify by means of government issued photographic identification, as required by M.S. § 342.27, subd. 4, that a purchaser is at least 21 years of age. Registrants shall post signage advising of the minimum legal age for purchases. Notice of the legal sale age and verification requirement shall be posted prominently and in plain view.
- C. Mobile sales and delivery. All retail sales of cannabis and lower-potency hemp products must be conducted within a building and within the licensed and registered premises. A licensed or registered cannabis retail business must hold a cannabis delivery service license under M.S. § 342.41 prior to conducting cannabis and lower-potency hemp edible delivery services in the city.
- D. Zoning. The registered business shall comply with all provisions of this chapter and with zoning regulations in Title 10 of this City Code. The registered business shall comply with all Minnesota laws and licensing conditions regulating cannabis and lower-potency hemp edible hemp retail businesses.
- E. Display and storage. The display and storage of cannabis flower, cannabis products, lower-potency hemp edible products shall be in accordance with M.S. § 342.27.

- F. Self-service or automated sale. No person shall provide any cannabis or lower-potency hemp edible product to any person by means of self-service or automated sale. All retail sales shall be done with the assistance of an employee.
- G. Samples prohibited. No person shall distribute samples of any cannabis or lower-potency hemp edible product free of charge or at a nominal cost.

2-5F-6: ENFORCEMENT

- A. The City Clerk, in coordination with the Moorhead Police Department, is responsible for the administration and enforcement of this Article. Violations of this ordinance can occur regardless of whether or not a registration is required for a regulated activity listed in this Article.
- B. Age verification compliance checks. All cannabis and lower-potency hemp edible retail businesses licensed by OCM and registered by the city shall be open to inspection by the city during regular business hours of the business. From time to time, but no less than once per calendar year, the city will conduct unannounced age verification compliance checks to ensure compliance with the provisions of M.S. Chapter 342 and this article. All age verification compliance check failures will be reported to OCM.

2-5F-7: SANCTIONS FOR VIOLATIONS

- A. Suspension of registration. A suspension of a retail registration issued under this Article shall take place in accordance with M.S. § 342.22. The issuing authority may suspend a retail registration if it violates this Article or poses an immediate threat to the health or safety of the public. The issuing authority shall immediately notify the cannabis or lower-potency hemp edible retail business in writing of the grounds for the suspension.
 - 1. Public hearing. Prior to suspension of a retail registration, the issuing authority shall provide written notice to the registrant and a public hearing before the City Council. The notice shall give at least ten calendar days' notice of the time and place of the hearing and shall state the nature of the charges against the registrant.
 - 2. Reinstatement. The issuing authority may reinstate a retail registration if OCM determines the violation(s) have been resolved or if OCM revokes or suspends the state-license for a period less than the suspension issued by the City Council.
- B. Notification to OCM. The issuing authority shall immediately notify the OCM in writing the grounds for the suspension.
- C. Civil penalties. Subject to M.S. § 342.22, subd. 5(e) the city may impose a civil penalty for a violation of this Article, not to exceed \$2,000 for each occurrence.
 - 1. Any state-licensed cannabis or lower-potency hemp edible retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of \$2,000 for each violation.
 - 2. For a first violation, other than sale without a retail registration, the fine as set forth in Annual Fee Schedule of the Appendix of the Moorhead Municipal Code.

3. For a second violation, other than sale without a retail registration, at the same location within five years of the first violation, the fine set forth in Annual Fee Schedule of the Appendix of the Moorhead Municipal Code.
4. For a third violation, other than sale without a retail registration, at the same location within five years of the first violation, the City Council shall suspend the retail registration after a public hearing for a minimum of seven calendar days and impose a civil penalty set forth in Annual Fee Schedule of the Appendix of the Moorhead Municipal Code; and
5. For a fourth or subsequent violations at the same location within five years of the first violation, the City Council shall suspend a retail registration after a public hearing for 30 calendar days unless OCM suspends the license for a longer period, impose a civil penalty as set forth in Annual Fee Schedule of the Appendix of the Moorhead Municipal Code for each additional violation, or impose any combination of these sanctions.

2-5F-8: PENALTY

Any violation of the provisions of this Article or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Nothing in this Article shall be construed to limit the city's other available remedies for any violation of law, including without limitation, criminal, civil, and injunctive relief.

2-5F-9: SEVERABILITY

If any part, term, or provision of this Article is held by a court of competent jurisdiction to be invalid, preempted by state law, or unconstitutional, such portion shall be deemed severable and such unconstitutionality or invalidity shall not affect the validity of the remaining portions of this article, which remaining portions shall continue in full force and effect.

SECTION 2. The Annual Fee Schedule of the Appendix of the Moorhead Municipal Code is hereby amended and reenacted to read as follows (unchanged portions of the table have been omitted from the text below):

Business License & Permits	
Cannabis and Lower-potency Hemp Edible Retail Business Registration Fees & Violation Fines	
Registration Fees per State License Type	
Cannabis Retailer	
Initial Registration Fee	\$500.00
Renewal Registration Fee	\$1,000.00
Cannabis Microbusiness	
Initial Registration Fee	\$0.00
Renewal Registration Fee	\$500.00
Cannabis Mezzobusiness	
Initial Registration Fee	\$500.00
Renewal Registration Fee	\$1,000.00
Medical Cannabis Combination Business	
Initial Registration Fee	\$500.00
Renewal Registration Fee	\$1,000.00

Lower Potency Hemp Edible Retailer	
Initial Registration Fee	\$125.00
Renewal Registration Fee	\$125.00
Violation Fines	
Selling without a valid registration	\$2,000.00 each occurrence
First violation - other than selling without valid registration	\$2,000.00 each occurrence
Second violation - other than selling without valid registration at the same location within five years of the first violation	\$2,000.00 each occurrence
Third violation – other than selling without valid registration at the same location within five years of the first violation	\$2,000.00 each occurrence
Fourth violation - other than selling without valid registration at the same location within five years of the first violation	\$2,000.00 each occurrence

SECTION 3. Title 2, Chapter 5, Article E, Sales of Edible Cannabinoid Products of the Moorhead Municipal Code is hereby repealed and struck in its entirety.

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

PASSED: April 14, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

First Reading: 04/14/2025

E-Post:

Second Reading:

Publication: