



**CITY COUNCIL
MEETING AGENDA
SEPTEMBER 14, 2026 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.**

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 by the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

All items listed with an asterisk (*) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in accordance with the "Council Rules of Procedure". In such event, the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

5. Recognitions/Presentations

A. MoorHeart Recognition: Tyler Schroeder

B. Swearing-In and Badge Pinning for Moorhead Police Officers

C. Presentation: United Way of Cass Clay

6. Approve Minutes

A. August 24, 2026 Meeting Minutes

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

8. Mayor and Council Appointments

9. Public Hearings (5:45 pm)

10. Community Development Department

A. *Resolution to Approve Agreement with Mead and Hunt for Airport Engineering Services

B. *Resolution to Approve Amendments to the Final Plat for Partridge Creek Second Addition

11. Economic Development

12. Engineering Department

- A. *Resolutions for Completed Public Improvement Projects Funded with Special Assessments
- B. *Resolution to Call for Assessment Hearing for Completed Public Improvement Projects Funded with Special Assessments
- 13. Fire Department
- 14. Moorhead Public Service
- 15. Parks and Recreation Department
- 16. Police Department
- 17. Public Works
- 18. Administration
 - A. Resolution to Approve Consent to the Clay County Housing and Redevelopment Authority 2027 Special Benefit Tax
 - B. *Resolution to Approve Amendment to the 2025 Community Development Block Grant (CDBG) Annual Action Plan
- 19. Mayor and Council Reports
- 20. City Manager Reports
- 21. Executive Session
- 22. New Business
- 23. Adjourn

Upon request, accommodations for individuals with disabilities, language barriers, or other needs to allow participation in city meetings will be provided. To arrange assistance, call the City Clerk office at 218.299.5166 (voice) or 711 (TDD/TTY). Visit our website at www.moorheadmn.gov



City Council Communication

September 14, 2026

SUBJECT:

MoorHeart Recognition: Tyler Schroeder

RECOMMENDATION:

The Mayor and City Council are asked to recognize and honor Tyler Schroeder with the MoorHeart award.

BACKGROUND/KEY POINTS:

The MoorHeart award recognizes individuals and organizations that go above and beyond to demonstrate community within our City by their actions and service. A team of volunteers from City boards and commissions selects award recipients who are recognized at City Council meetings. The MoorHeart selection committee chose to recognize Tyler Schroeder who works with homeless youth at Lakes & Prairies Community Action Partnership. Tyler is being honored for his advocacy for his clients, and especially for his efforts to ensure all his eligible clients are registered to vote and participate in our democratic process.

Through his position, he gives his clients the resources they need to ensure their voices are heard in our elections. Tyler has been able to build relationships and become a trusted voice of support. He is consistently taking steps to ensure his clients are equipped to manage the challenges they face.

Jessica Jungroth, coworker of Tyler, wrote in the nomination: "Tyler consistently goes above and beyond in his work, advocating for vulnerable youth."

The City of Moorhead thanks Tyler Schroeder for his dedication to ensuring that even the most vulnerable residents of our community can be a part of the democratic process. Thank you, Tyler Schroeder!

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

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

FINANCIAL CONSIDERATIONS:

N/A

Voting Requirements: N/A

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Government Affairs Director

Attachments: N/A



City Council Communication

September 14, 2026

SUBJECT:

Swearing-In of New Police Officers

RECOMMENDATION:

No Council action needed.

BACKGROUND/KEY POINTS:

We are excited to welcome five new Police Officers to the Moorhead Police Department.

Ellie Streich – Officer

Ellie Streich is originally from Stewart, Minnesota, and graduated from North Dakota State University. She previously worked at Centre Inc. in Fargo, gaining valuable experience in supporting individuals through challenging situations. Ellie enjoys spending time outdoors with family, friends, and her energetic German shorthaired pointer. She looks forward to building strong connections within the Moorhead community and growing her skills with the department.

Jack Sanders – Officer

Jack Sanders, a Bloomington, Minnesota native, studied at Hennepin Technical College before joining the Moorhead Police Department. His background in security, loss prevention, and sports EMT work has helped him develop a strong foundation in service and situational awareness. Outside of work, Jack enjoys Muay Thai, MMA, and spending time with loved ones. He is excited to continue learning, gain experience, and build trusted relationships within the community.

Paxton Rohloff – Officer

Hailing from Hancock, Minnesota, Paxton Rohloff graduated from North Dakota State University. He brings experience from residential construction and work at the West Central Regional Juvenile Center, where he strengthened his teamwork and communication skills. Paxton enjoys golfing, woodworking, and following Minnesota professional sports. He looks forward to giving back to the Moorhead community and making a positive impact as part of the department.

Jackson Score – Officer

Jackson Score is a Moorhead native and University of North Dakota graduate. His experience includes landscaping, snow removal, and coaching hockey at Cullen Force Academy, where he developed strong leadership and mentorship skills. Jackson enjoys spending time at the lake, staying active, and being with family and friends. He looks forward to gaining experience, building relationships, and contributing to the community he calls home.

Jose Luis Perez IV – Officer

Jose Perez is from Perham, Minnesota, and attended M-State Community and Technical College. He brings valuable experience from his work as a Correctional Officer in Laredo, Texas, including serving on the Correctional Emergency Response Team. Jose enjoys sports, working out, fishing, and drawing, and is bilingual in English and Spanish. He is eager to gain experience and work toward becoming a strong and trusted police officer for the Moorhead community.

FINANCIAL CONSIDERATIONS:

None.

Voting Requirements: Not applicable

Submitted By:

Dan Mahli, City Manager
Chris Helmick, Police Chief



**MINUTES OF THE CITY COUNCIL
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.
August 24, 2026 - 5:30 PM**

1. Call to Order/Roll Call

Roll call of the members was made as follows:

Present (8): Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Present Not Voting (0):

Absent (1): Shelly Carlson

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

Motion to Approve made by Nicole Mattson and seconded by Deb White.

For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

5. Recognitions/Presentations

A. Proclamation: Women's Equality Day

Council member Borgen read a proclamation for Women's Equality Day.

6. Approve Minutes

A. August 10, 2026 Meeting Minutes

Motion to Approve made by Emily Moore and seconded by Sebastian McDougall.

For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

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

A Moorhead resident addressed the City Council regarding pedestrian safety concerns along Village Green Blvd and requested a sidewalk on the south side of 30 Ave S along Village Green Park.

8. Mayor and Council Appointments

9. Public Hearings (5:45 pm)

A. Public Hearing on the Community Development Block Grant (CDBG) 2025 Plan Amendment

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

For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

Community Development Program Administrator Tanya Kunza presented proposed amendments to the Community Development Block Grant 2025 Action Plan, which includes canceling an acquisition activity for CCRI in the amount of \$40,000 and reallocating the funds to an activity to remove conditions of blight.

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

For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

10. Community Development Department

- A. *Second Reading of Ordinance 2026-06: An Ordinance amending the Official Zoning Map in accordance with Chapter 3 of Title 10 of the Moorhead City Code rezoning 1325 Main Ave SE from Community Commercial to Light Industrial
- B. *Resolution to Approve Title & Summary for Ordinance 2026-06
- C. *Resolution to Approve Title & Summary for Ordinance 2026-02
- D. *Resolution to Approve Title & Summary for Ordinance 2026-03
- E. *Resolution to Approve Title & Summary for Ordinance 2026-04

11. Economic Development

12. Engineering Department

- A. *Resolution to Authorize Submission of Grant Applications for Public Infrastructure Improvements
- B. *Resolution to Receive Petitions and Approve Special Assessment Agreement for Partridge Creek 2nd Addition Street & Underground Utility Improvements (Eng. No. 26-A6-05)
- C. *Resolution to Order Improvements and Declare Intent for Eng. No. 26-A6-05
- D. *Resolution to Award Bid for Eng. No. 26-A6-05
- E. *Resolution to Award Bid for the Bluestem Pedestrian Bridge Project (Eng. No. 22-13-04)

13. Fire Department

14. Moorhead Public Service

- A. *Resolution to Award Bids for 2027 Electrical Materials

- B. *Resolution to Award Bid for MPS' 115 kV Transmission Line Upgrade Project from the Fargo Substation to the Sheyenne Diversion

15. Parks and Recreation Department

16. Police Department

17. Public Works

- A. *Resolution to Approve Snow Removal Services Vendors List

- B. *Resolution to Approve Submission of Grant Application for Minnesota Department of Natural Resources Funds for Support of EAB Efforts

18. Administration

- A. Resolution to Approve Sale of City-owned Land located at 1014 & 1016 19 Street South (58.689.0890 & 58.689.0960) to Jasmin Childcare and Preschool

Community Development Program Administrator Tanya Kunza presented a recommendation to sell city-owned property located at 1014 & 1016 19 St S to Jasmin Services for the intended use of a future childcare facility and/or another use allowed by zoning and land use requirements. The purchase price reflects market value and was agreed on in an option agreement to purchase the land on June 27, 2024.

Motion to Approve made by Heather Nesemeier and seconded by Deb White.
For 8: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

19. Mayor and Council Reports

Council Member Nesemeier thanked volunteers and coordinators of events in Moorhead. Council member Nesemeier also invited the public to attend the upcoming Public Housing Board, Airport Committee, and Solid Waste Advisory Committee meetings.

Council Member White shared updates from the MATBUS Coordinating Committee. Council Member White thanked the Indigenous Association for hosting its Native American Community Picnic. Council Member White also expressed condolences to the family and friends of Pastor Jill Steichen, wife of Dilworth City Council Member Dave Steichen.

Council Member Moore invited the public to attend A Novel Evening with Will Weaver at Rustica on Thursday, August 27.

Council Member Hendrickson asked the public to be patient as the construction season comes to an end in Moorhead.

20. City Manager Reports

City Manager Mahli thanked all who helped with River Arts throughout the summer and stated Greater Moorhead Days is in early September. City Manager Mahli stated the Moorhead Farmers Market is open every Tuesday evening in the parking lot at

Trinity Lutheran. City Manager Mahli also shared information about the pool season and expressed gratitude to Sean Brandenburg and Melissa Discher for their great work.

21. Executive Session

22. New Business

23. Adjourn

Meeting adjourned at 06:03 PM.

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

September 14, 2026

SUBJECT:

Resolution to Approve Agreement with Mead and Hunt for Airport Engineering Services

RECOMMENDATION:

The Mayor and Council are asked to consider a resolution selecting Mead and Hunt, Inc. as the preferred provider for Airport Engineering Services and authorize a five-year master professional services agreement with Mead and Hunt, Inc. to provide Engineering, Architectural, Construction, Planning, and other various Consulting Services for the Moorhead Municipal Airport – Florence Klingensmith Field.

BACKGROUND/KEY POINTS:

In June 2026, a Request for Qualifications (RFQ) was issued requesting engineering and architectural services for the Moorhead Airport. This process is required to be completed every five years. The RFQ was issued June 5 with a submittal deadline of July 17. The following Review Group evaluated and ranked the submittals:

- Evan Blanko, Airport Committee Member
- Forrest Steinhoff, Assistant City Planner
- Jim Schulz, Senior Engineer
- Kristie Leshovsky, Community Development Director
- Paul Fiechtner, Public Works Director

Proposals were received from two firms - Mead and Hunt and SEH. The Review Group reviewed the submitted proposals, ranked and scored them based on criteria outlined within the RFQ. All five Review Group members ranked Mead and Hunt as their top candidate. Following reference checks, the Review Group is recommending Mead and Hunt as the preferred firm.

At their August 26 meeting, the Airport Committee unanimously recommended Mead and Hunt as the preferred firm. Mead and Hunt has offices nationwide, including a local office in Fargo, and provides full-service aviation services.

FINANCIAL CONSIDERATIONS:

The proposed master professional services agreement with Mead and Hunt, Inc. provides a basis for Mead and Hunt to provide aviation services related to airport projects. There are no expenses or retainer fees related to entering into the proposed agreement. Each project associated with the airport would include a Task Order and would be presented to the Mayor and City Council for consideration.

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 Agreement with Mead and Hunt, Inc. for Airport Engineering Services – Moorhead Municipal Airport Florence Klingensmith Field

WHEREAS, a Request for Qualifications for engineering and architectural services for the Moorhead Airport was issued in accordance with Federal Aviation Advisory Circular 150/5100-14D; and

WHEREAS, a Review Group was assembled consisting of City staff and a member of the Moorhead Airport Committee to review the submittals; and

WHEREAS, the Review Group and the Moorhead Airport Committee unanimously recommended the selection of Mead and Hunt, Inc. as the firm to provide services for the Moorhead Municipal Airport – Florence Klingensmith Field.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that Mead and Hunt, Inc. is selected as the preferred candidate for Engineering, Architectural, Construction, Planning, and other various Consulting Services for the Moorhead Municipal Airport – Florence Klingensmith Field.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota that the Mayor and City Manager are directed and authorized to enter into and execute a five-year Agreement with Mead and Hunt, Inc. for Engineering, Architectural, Construction, Planning, and other various Consulting Services for the Moorhead Municipal Airport – Florence Klingensmith Field.

PASSED: September 14, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

September 14, 2026

SUBJECT:

Resolution to Approve Amendments to the Final Plat for Partridge Creek Second Addition

RECOMMENDATION:

The Mayor and City Council are asked to consider amendments to the Final Plat for Partridge Creek Second Addition.

BACKGROUND/KEY POINTS:

The City Council approved a Preliminary and Final Plat for this 101-lot subdivision on August 10, 2026. The developer now wants to remove the 13 lots included from Partridge Creek (First) Addition that were to be replatted to reconfigure lot dimensions. These 13 lots will now remain as part of the First Addition and will be reconfigured in the future. The amended plat now includes 87 new lots for single-family development and one ditch lot.

FINANCIAL CONSIDERATIONS:

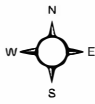
Not applicable

Voting Requirements: Majority of Council

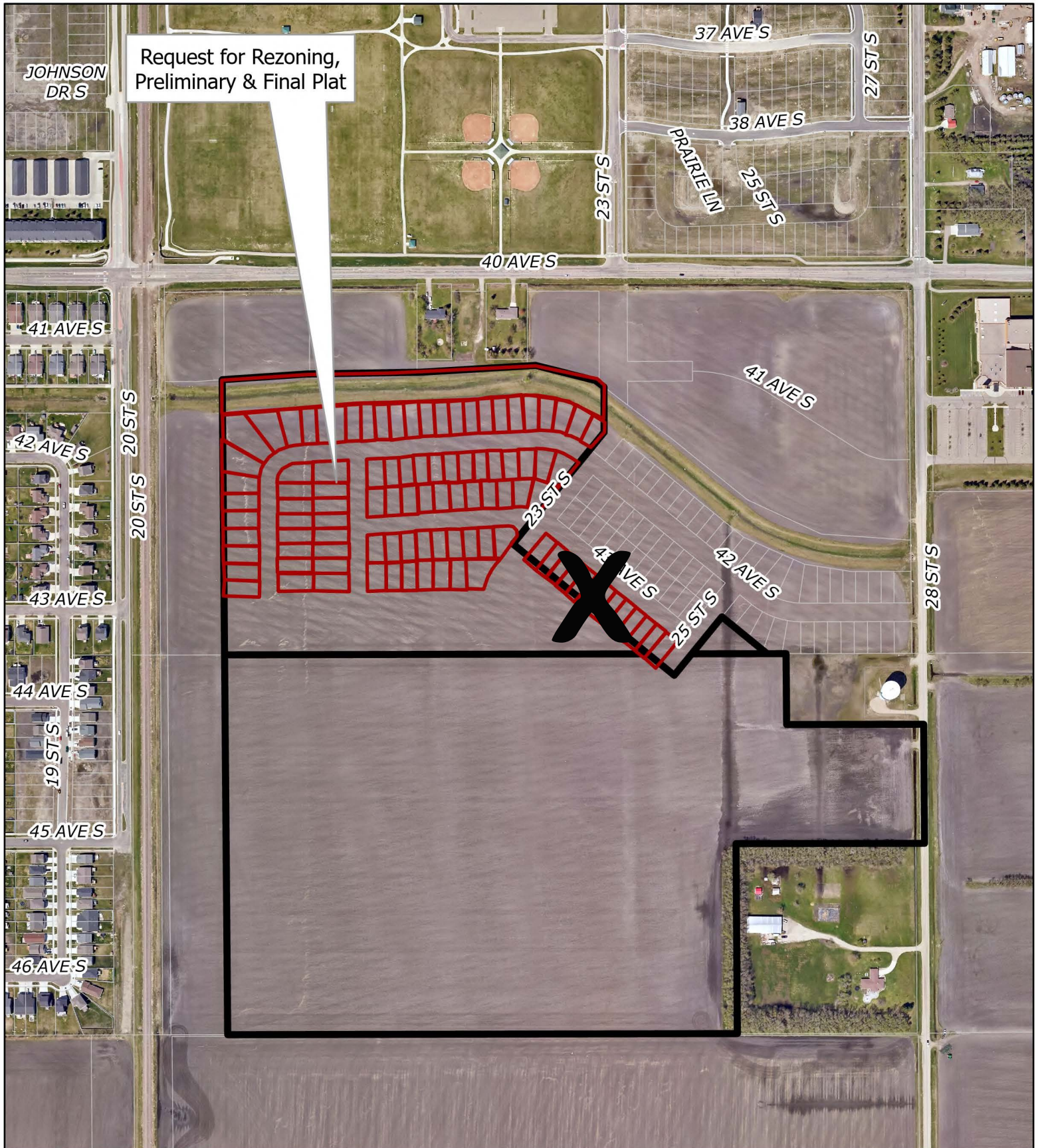
Submitted By:

Dan Mahli, City Manager
Robin Huston, City Planner/Zoning Administrator

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



General Location Map Partridge Creek Second Addition 58.900.2865 & 58.900.2855



-  Existing Parcels
-  New Parcels

PARTRIDGE CREEK SECOND ADDITION

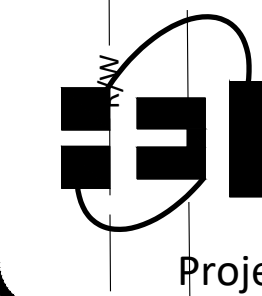
BEING A PLAT OF PART OF THE NORTH HALF OF THE
NORTHEAST QUARTER OF SECTION 28
TOWNSHIP 139 NORTH, RANGE 48 WEST, 5th P.M.
CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA

BNSF RAILWAY

TO CORNER
500'± S 00°55'E
2679.71'

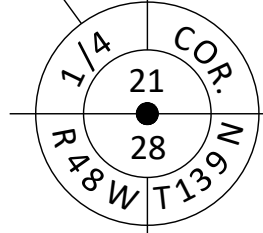
1/4 LINE

H:\JBN\9000\9004\9004_0027\CAD\Plat\Partridge Creek Second Addition.dwg



HOUSTON
ENGINEERING, INC.
Sheet 1 of 2
Project No. 9004-0027

DOC. NO. 481108



LOT 1

LOT 2

LOT 3

LOT 4

LOT 5

BLOCK 1

23rd STS

40th AVENUE DRAIN

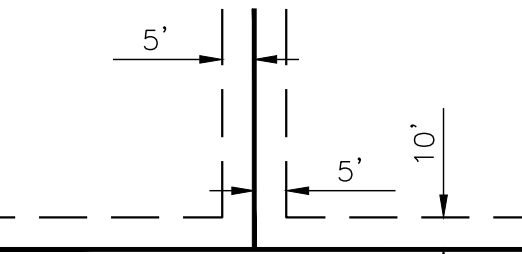
42nd AVE. S.

BLOCK 2

43rd AVE. S.

44th AVE. S.

PRELIMINARY PLAT



BEING 5 OR 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED ON THE PLAT.

UTILITY & DRAINAGE
EASEMENTS
ARE SHOWN THUS



Scale
0 60 120
Feet

LEGEND

- IRON MONUMENT FOUND
- 1/2" I.D. PIPE SET
- MEASURED DISTANCE
- MEASURED BEARING

BEARINGS SHOWN ARE BASED ON
MOORHEAD GIS HORIZONTAL DATUM
(NAD83(1986) MNDOT CLAY COUNTY COORDINATES)

Curve Table

Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	43.93	283.00	8°53'36"	N55°17'34"W	43.88
C2	54.01	283.00	10°56'08"	N65°12'26"W	53.93
C3	52.24	283.00	10°34'38"	N75°57'49"W	52.17
C4	47.74	283.00	9°39'58"	N86°05'07"W	47.69
C5	12.07	283.00	2°26'40"	S87°51'33"W	12.07
C6	26.74	133.00	11°31'12"	S80°52'37"W	26.70
C7	51.66	133.00	22°15'17"	S63°59'22"W	51.34
C8	51.66	133.00	22°15'17"	S41°44'05"W	51.34
C9	51.66	133.00	22°15'21"	S19°28'46"W	51.34
C10	20.53	133.00	8°50'42"	S03°55'45"W	20.51
C11	88.95	217.00	23°29'07"	N62°32'56"W	88.33
C12	72.23	217.00	19°04'18"	N83°49'38"W	71.90
C13	31.54	30.00	60°13'54"	S69°17'06"W	30.10
C14	69.39	30.00	132°31'55"	S27°05'49"E	54.93

PARTRIDGE CREEK SECOND ADDITION

BEING A PLAT OF PART OF THE NORTH HALF OF THE
NORTHEAST QUARTER OF SECTION 28
TOWNSHIP 139 NORTH, RANGE 48 WEST, 5th P.M.
CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA

Owner's Certificate, Dedication, And Acknowledgement:

Know All Persons By These Presents: That Partridge Creek, LLC, a North Dakota limited liability company, is the owner and proprietor; and Bank Forward is the mortgagee; of part of the North Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, all in the City of Moorhead, Clay County, Minnesota, all being more particularly described as follows:

Commencing at the Northwest Corner of said Northeast Quarter; thence South 00°29'36" East, along the westerly line of said Northeast Quarter, for a distance of 375.85 feet to the southwest corner of Lot 1, Block 1, Prairie Parkway 2nd Addition to the City of Moorhead, said plat on file at the Clay County Recorder's Office; thence North 89°52'14" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 108.57 feet; thence North 86°07'29" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 91.59 feet to the True Point of Beginning; thence North 86°07'29" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 298.11 feet; thence North 89°05'35" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 405.07 feet; thence North 86°36'15" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 404.46 feet; thence South 75°48'17" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 217.74 feet; thence South 52°36'49" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 37.21 feet to the most northerly corner of Partridge Creek Addition, said plat on file at said Recorder's Office; thence South 00°09'54" East, along the westerly line of said Partridge Creek Addition, for a distance of 159.50 feet; thence South 39°10'09" West, along the northwesterly line of said Partridge Creek Addition, for a distance of 508.41 feet to the most westerly corner of said Partridge Creek Addition; thence South 50°49'51" East, along the southwesterly line of said Partridge Creek Addition, for a distance of 66.00 feet to the most westerly corner of Block 4, said Partridge Creek Addition; thence South 39°10'09" West for a distance of 72.88 feet to a point of tangential curve to the left, having a radius of 267.00 feet; thence southwesterly, along said curve, for a distance of 141.49 feet, having a central angle of 30°21'48", chord bearing South 23°59'15" West; thence South 89°28'53" West for a distance of 842.51 feet; thence North 00°29'36" West for a distance of 44.03 feet; thence North 90°00'00" West for a distance of 125.00 feet to a point of intersection with the easterly line of the West 200.00 feet of said Northeast Quarter; thence North 00°29'36" West, along with the easterly line of the West 200.00 feet of said Northeast Quarter, for a distance of 768.71 feet to the True Point of Beginning.

Said tract contains 22.409 acres, more or less.

And that the owner has caused the above described tract of land to be surveyed and platted as **Partridge Creek Second Addition** to the City of Moorhead, Minnesota, and does hereby dedicate and convey to the said City of Moorhead, and to the public, for public use, the public ways and the utility and drainage easements shown on the plat.

Owner:

Partridge Creek, LLC, a North Dakota limited liability company

Richard R. Jordahl, Member

State of _____)
County of _____)ss

On this _____ day of _____, 20____, before me, a notary public within and for said county and state, personally appeared Richard R. Jordahl, Member of Partridge Creek, LLC, a North Dakota limited liability company, to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed same on behalf of said limited liability company.

Notary public: _____

Mortgagee:
Bank Forward

Signature

Printed Name & Title

State of _____)
County of _____)ss

On this _____ day of _____, 20____, before me, a notary public within and for said county and state, personally appeared

_____(name),
_____(title),

with Bank Forward, to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed same on behalf of Bank Forward.

Notary public: _____

Surveyor's Certificate and Acknowledgement:

I hereby certify that this plat of **Partridge Creek Second Addition** is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year as indicated on the plat; that all water boundaries and wet lands as of the date of the surveyor's certification are shown and labeled on the plat; and that all public ways are shown and labeled on the plat. I further certify that this plat was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

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

State of North Dakota _____)
County of Cass _____)ss

The foregoing instrument was acknowledged before me this

_____ day of _____, 20____, by Curtis A. Skarphol, Licensed Land Surveyor.

Notary public: _____

City Engineer's Approval:

Tom Trowbridge, City Engineer
City of Moorhead, Minnesota

City Attorney's Approval:

City Attorney approves as to form and content.

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

City Planner/Planning Commission's Recommendation:

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

Robin Huston, City Planner
City of Moorhead, Minnesota

City Council's Certificate:

At a regular meeting of the city council of the City of Moorhead, Minnesota, on this _____ day of _____, 20____, the plat of **Partridge Creek Second Addition** to the City of Moorhead, Minnesota, was duly approved.

Christina Rust, City Clerk
City of Moorhead, Minnesota

Clay County Auditor-Treasurer's Certificate:

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

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

Clay County Recorder's Certificate:

State of Minnesota _____)
County of Clay _____)ss

Filed for record this _____ day of _____, 20____, at _____ o'clock____.m., C__T.

Document No: _____

Kimberly S. Savageau, County Recorder
Clay County, Minnesota

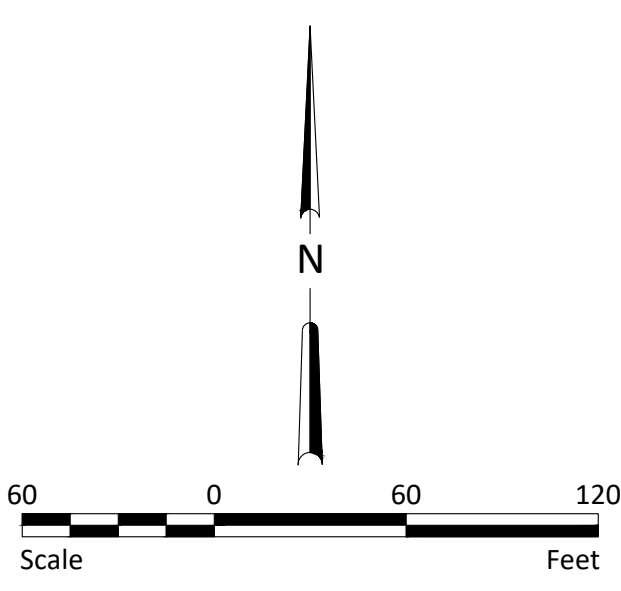
PRELIMINARY PLAT



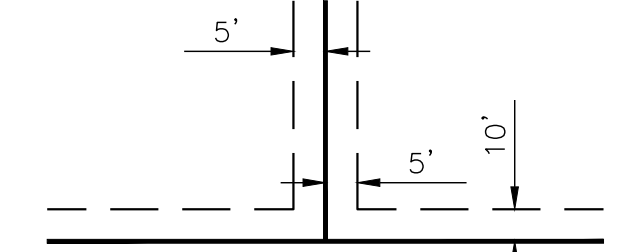
Sheet 3 of 3
Project No. 9004-0027

PARTRIDGE CREEK SECOND ADDITION

BEING A PLAT OF PART OF THE
NORTHEAST QUARTER OF SECTION 28
TOWNSHIP 139 NORTH, RANGE 48 WEST, 5th P.M.
AND A REPLAT OF BLOCK 4, PARTRIDGE CREEK ADDITION
CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA



- LEGEND**
- IRON MONUMENT FOUND (black dot)
 - 1/2" I.D. PIPE SET (open circle)
 - RECORDED DISTANCE (100.00')
 - MEASURED DISTANCE (100.01')
 - RECORDED BEARING (S00°18'02"E)
 - MEASURED BEARING (S00°18'02"E)
 - VACATED UTILITY EASEMENT (DOCUMENT NO. ???) (hatched area)
 - BEARINGS SHOWN ARE BASED ON MOORHEAD GIS HORIZONTAL DATUM.

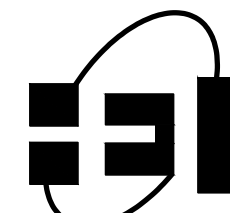


BEING 5 OR 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED ON THE PLAT.

**UTILITY EASEMENTS
ARE SHOWN THUS**

Curve Table				
Curve #	Length	Radius	Delta	Chord Direction
C1	43.93	283.00	8°53'36"	N55°17'34"W
C2	54.01	283.00	10°56'08"	N65°12'26"W
C3	52.24	283.00	10°34'38"	N75°57'49"W
C4	47.74	283.00	9°39'58"	N86°05'07"W
C5	12.07	283.00	2°26'40"	S87°51'33"W
C6	26.74	133.00	11°31'12"	S80°52'37"W
C7	51.66	133.00	22°15'17"	S63°59'22"W
C8	51.66	133.00	22°15'17"	S41°44'05"W
C9	51.66	133.00	22°15'21"	S19°28'46"W
C10	20.53	133.00	8°50'42"	S03°55'45"W
C11	88.95	217.00	23°29'07"	N62°32'56"W
C12	72.23	217.00	19°04'18"	N83°49'38"W
C13	31.54	30.00	60°13'54"	S69°17'06"W
C14	69.39	30.00	132°31'55"	S27°05'49"E

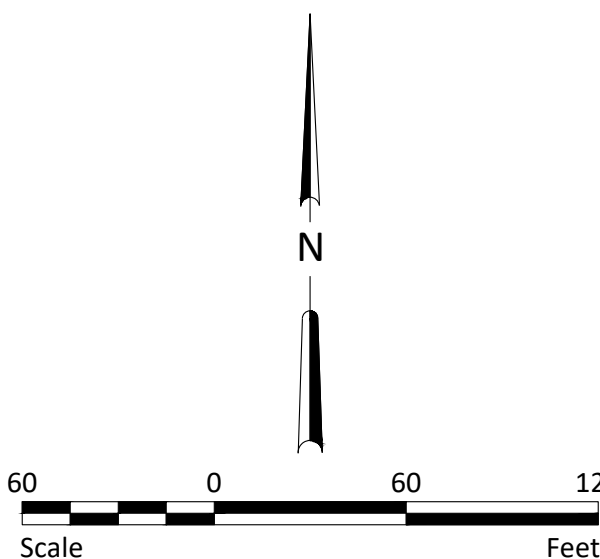
PRELIMINARY PLAT

 **HOUSTON
ENGINEERING, INC.**
Sheet 1 of 3
Project No. 9004-0027

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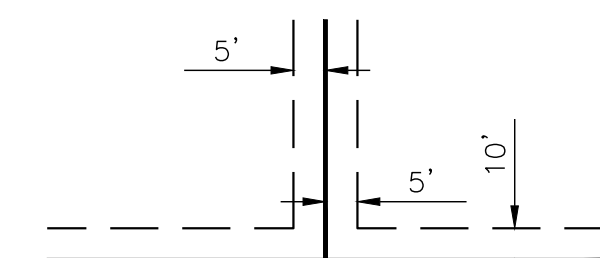
PARTRIDGE CREEK SECOND ADDITION

BEING A PLAT OF PART OF THE
NORTHEAST QUARTER OF SECTION 28
TOWNSHIP 139 NORTH, RANGE 48 WEST, 5th P.M.
AND A REPLAT OF BLOCK 4, PARTRIDGE CREEK ADDITION
CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA



LEGEND

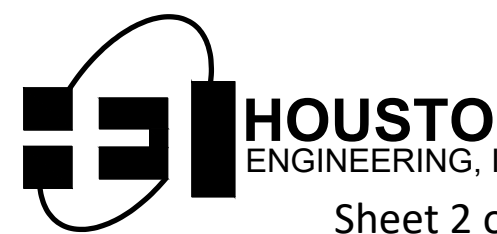
- IRON MONUMENT FOUND ●
- 1/2" I.D. PIPE SET ○
- RECORDED DISTANCE (100.00')
- MEASURED DISTANCE 100.01'
- RECORDED BEARING (S00°18'02"E)
- MEASURED BEARING S00°18'02"E
- VACATED UTILITY EASEMENT (DOCUMENT NO. ???)
- BEARINGS SHOWN ARE BASED ON MOORHEAD GIS HORIZONTAL DATUM.



BEING 5 OR 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED ON THE PLAT.

UTILITY EASEMENTS
ARE SHOWN THUS

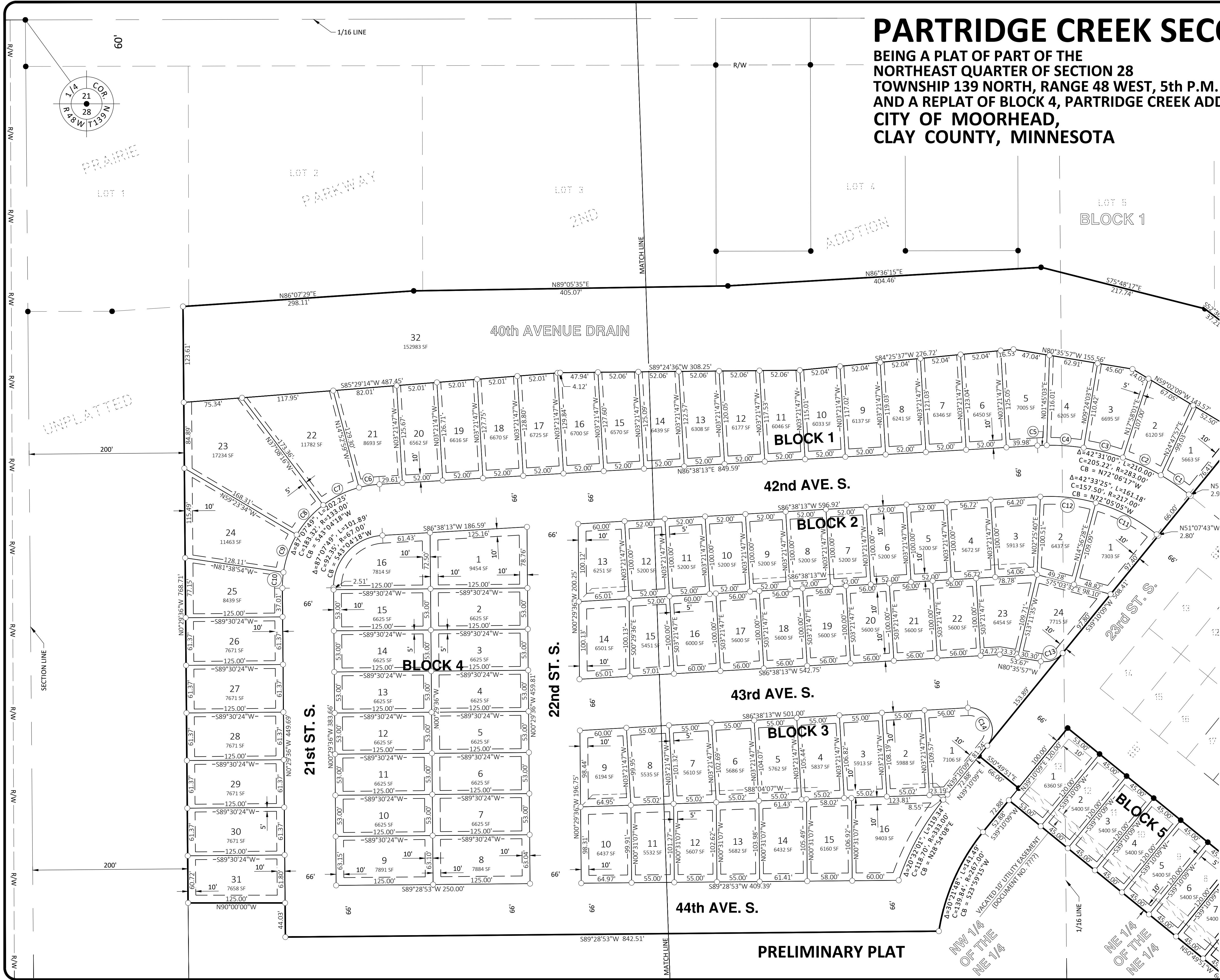
Curve Table				
Curve #	Length	Radius	Delta	Chord Direction
C1	43.93	283.00	8°53'36"	N55°17'34"W
C2	54.01	283.00	10°56'08"	N65°12'26"W
C3	52.24	283.00	10°34'38"	N75°57'49"W
C4	47.74	283.00	9°39'58"	N86°05'07"W
C5	12.07	283.00	2°26'40"	S87°51'33"W
C6	26.74	133.00	11°31'12"	S80°52'37"W
C7	51.66	133.00	22°15'17"	S63°59'22"W
C8	51.66	133.00	22°15'17"	S41°44'05"W
C9	51.66	133.00	22°15'21"	S19°28'46"W
C10	20.53	133.00	8°50'42"	S03°55'45"W
C11	88.95	217.00	23°29'07"	N62°32'56"W
C12	72.23	217.00	19°04'18"	N83°49'38"W
C13	31.54	30.00	60°13'54"	S69°17'06"W
C14	69.39	30.00	132°31'55"	S27°05'49"E



Sheet 2 of 3
Project No. 9004-0027

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PRELIMINARY PLAT



PARTRIDGE CREEK SECOND ADDITION

BEING A PLAT OF PART OF THE
NORTHEAST QUARTER OF SECTION 28
TOWNSHIP 139 NORTH, RANGE 48 WEST, 5th P.M.
AND A REPLAT OF BLOCK 4, PARTRIDGE CREEK ADDITION
CITY OF MOORHEAD,
CLAY COUNTY, MINNESOTA

Owner's Certificate, Dedication, And Acknowledgement:

Know All Persons By These Presents: That Partridge Creek, LLC, a North Dakota limited liability company, is the owner and proprietor, and Bank Forward, is the mortgagee, of part of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian and Block 4, Partridge Creek Addition, City of Moorhead, Clay County, Minnesota, described as follows:

Beginning at the northwest corner of Partridge Creek Addition to the City of Moorhead, on file at the Clay County Recorder's Office; thence South 00°09'54" East, along the westerly line of said Partridge Creek Addition, for a distance of 159.50 feet; thence South 39°10'09" West, along the westerly line of said Partridge Creek Addition, for a distance of 508.41 feet to the most westerly corner of said Partridge Creek Addition; thence South 50°49'51" East, along the southwesterly line of said Partridge Creek Addition, for a distance of 66.00 feet to the most westerly corner of Block 4, said Partridge Creek Addition; thence North 39°10'09" East, along the northwesterly line of Block 4, said Partridge Creek Addition, for a distance of 100.00 feet to the most northerly corner of Block 4, said Partridge Creek Addition; thence South 50°49'51" East, along the northeasterly line of Block 4, said Partridge Creek Addition, for a distance of 601.28 feet to the most easterly corner of Block 4, said Partridge Creek Addition; thence South 39°10'09" West, along the southeasterly line of Block 4, said Partridge Creek Addition, for a distance of 100.00 feet to the most southerly corner of Block 4, said Partridge Creek Addition; thence South 50°49'51" East, along the southwesterly line of said Partridge Creek Addition, for a distance of 66.00 feet to the most southerly corner of said Partridge Creek Addition; thence South 39°10'09" West for a distance of 20.00 feet; thence North 50°49'51" West for a distance of 667.28 feet; thence South 39°10'09" West for a distance of 52.88 feet to a point of tangential curve to the left, having a radius of 267.00 feet; thence southwesterly, along said curve, for a distance of 141.49 feet, having a central angle of 30°21'48"; thence South 89°28'53" West for a distance of 842.51 feet; thence North 00°29'36" West for a distance of 44.03 feet; thence North 90°00'00" West for a distance of 125.00 feet to a point of intersection with the easterly line of the West 200.00 feet of said Northeast Quarter; thence North 00°29'36" West, along with the easterly line of the West 200.00 feet of said Northeast Quarter, for a distance of 768.71 feet to a point of intersection with the southerly line of Prairie Parkway 2nd Addition to the City of Moorhead, on file at said Recorder's Office; thence North 86°07'29" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 298.11 feet; thence North 89°05'35" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 405.07 feet; thence North 86°36'15" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 404.46 feet; thence South 75°48'17" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 217.74 feet; thence South 52°36'49" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 37.21 feet to the true point of beginning.

Said tract contains 24.096 acres, more or less.

And that the owner has caused the above described tract of land to be surveyed and platted as **Partridge Creek Second Addition** to the City of Moorhead, Minnesota, and does hereby dedicate and convey to the said City of Moorhead, and to the public, for public use, the public ways and the utility easements shown on the plat.

Owner:
Partridge Creek, LLC, a North Dakota limited liability company

Richard R. Jordahl, Member

State of _____)
County of _____)ss

On this _____ day of _____, 20____, before me, a notary public within and for said county and state, personally appeared Richard R. Jordahl, Member of Partridge Creek, LLC, a North Dakota limited liability company, to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed same on behalf of said limited liability company.

Notary public: _____

Mortgagee:
Bank Forward

Signature

Printed Name & Title

State of _____)
County of _____)ss

On this _____ day of _____, 20____, before me, a notary public within and for said county and state, personally appeared

_____(name),
_____(title),

with Bank Forward, to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed same on behalf of Bank Forward.

Notary public: _____

Surveyor's Certificate and Acknowledgement:

I hereby certify that this plat of **Partridge Creek Second Addition** is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year as indicated on the plat; that all water boundaries and wet lands as of the date of the surveyor's certification are shown and labeled on the plat; and that all public ways are shown and labeled on the plat. I further certify that this plat was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

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

State of North Dakota _____)
County of Cass _____)ss

The foregoing instrument was acknowledged before me this

_____ day of _____, 20____, by Curtis A. Skarphol, Licensed Land Surveyor.

Notary public: _____

City Engineer's Approval:

Tom Trowbridge, City Engineer
City of Moorhead, Minnesota

City Attorney's Approval:

City Attorney approves as to form and content.

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

City Planner/Planning Commission's Recommendation:

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

Robin Huston, City Planner
City of Moorhead, Minnesota

City Council's Certificate:

At a regular meeting of the city council of the City of Moorhead, Minnesota, on this _____ day of _____, 20____, the plat of **Partridge Creek Second Addition** to the City of Moorhead, Minnesota, was duly approved.

Christina Rust, City Clerk
City of Moorhead, Minnesota

Clay County Auditor-Treasurer's Certificate:

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

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

Clay County Recorder's Certificate:

State of Minnesota _____)
County of Clay _____)ss

Filed for record this _____ day of _____, 20____, at _____ o'clock____.m., C__T.

Document No: _____

Kimberly S. Savageau, County Recorder
Clay County, Minnesota

PRELIMINARY PLAT



Sheet 3 of 3
Project No. 9004-0027

RESOLUTION

Resolution to Approve Amendments to the Final Plat for Partridge Creek Second Addition

WHEREAS, Partridge Creek Second Addition was approved by City Council on August 10, 2026, legally described as:

Part of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian and Replat of Block 4, Partridge Creek Addition, City of Moorhead, Clay County, Minnesota, described as follows:

Beginning at the northwest corner of Partridge Creek Addition to the City of Moorhead, on file at the Clay County Recorder's Office; thence South 00°09'54" East, along the westerly line of said Partridge Creek Addition, for a distance of 159.50 feet; thence South 39°10'09" West, along the westerly line of said Partridge Creek Addition, for a distance of 508.41 feet to the most westerly corner of said Partridge Creek Addition; thence South 50°49'51" East, along the southwesterly line of said Partridge Creek Addition, for a distance of 66.00 feet to the most westerly corner of Block 4, said Partridge Creek Addition; thence North 39°10'09" East, along the northwesterly line of Block 4, said Partridge Creek Addition, for a distance of 100.00 feet to the most northerly corner of Block 4, said Partridge Creek Addition; thence South 50°49'51" East, along the northeasterly line of Block 4, said Partridge Creek Addition, for a distance of 601.28 feet to the most easterly corner of Block 4, said Partridge Creek Addition; thence South 39°10'09" West, along the southeasterly line of Block 4, said Partridge Creek Addition, for a distance of 100.00 feet to the most southerly corner of Block 4, said Partridge Creek Addition; thence South 50°49'51" East, along the southwesterly line of said Partridge Creek Addition, for a distance of 66.00 feet to the most southerly corner of said Partridge Creek Addition; thence South 39°10'09" West for a distance of 20.00 feet; thence North 50°49'51" West for a distance of 667.28 feet; thence South 39°10'09" West for a distance of 52.88 feet to a point of tangential curve to the left, having a radius of 267.00 feet; thence southwesterly, along said curve, for a distance of 141.49 feet, having a central angle of 30°21'48"; thence South 89°28'53" West for a distance of 842.51 feet; thence North 00°29'36" West for a distance of 44.03 feet; thence North 90°00'00" West for a distance of 125.00 feet to a point of intersection with the easterly line of the West 200.00 feet of said Northeast Quarter; thence North 00°29'36" West, along with the easterly line of the West 200.00 feet of said Northeast Quarter, for a distance of 768.71 feet to a point of intersection with the southerly line of Prairie Parkway 2nd Addition to the City of Moorhead, on file at said Recorder's Office; thence North 86°07'29" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 298.11 feet; thence North 89°05'35" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 405.07 feet; thence North 86°36'15" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 404.46 feet; thence South 75°48'17" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 217.74 feet; thence South 52°36'49" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 37.21 feet to the true point of beginning. Said tract contains 24.096 acres, more or less; and

WHEREAS, since that time, the Replat of Block 4, Partridge Creek Addition has been removed from this Second Addition plat, now legally described as follows:

Part of North Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, all in the City of Moorhead, Clay County, Minnesota, all being more particularly described as follows:

Commencing at the Northwest Corner of said Northeast Quarter; thence South 00°29'36" East, along the westerly line of said Northeast Quarter, for a distance of 375.85 feet to the southwest corner of Lot 1, Block 1, Prairie Parkway 2nd Addition to the City of Moorhead, said plat on file at the Clay County Recorder's Office; thence North 89°52'14" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 108.57 feet; thence North 86°07'29" East, along the southerly line of said Prairie Parkway 2nd

Addition, for a distance of 91.59 feet to the True Point of Beginning; thence North 86°07'29" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 298.11 feet; thence North 89°05'35" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 405.07 feet; thence North 86°36'15" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 404.46 feet; thence South 75°48'17" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 217.74 feet; thence South 52°36'49" East, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 37.21 feet to the most northerly corner of Partridge Creek Addition, said plat on file at said Recorder's Office; thence South 00°09'54" East, along the westerly line of said Partridge Creek Addition, for a distance of 159.50 feet; thence South 39°10'09" West, along the northwesterly line of said Partridge Creek Addition, for a distance of 508.41 feet to the most westerly corner of said Partridge Creek Addition; thence South 50°49'51" East, along the southwesterly line of said Partridge Creek Addition, for a distance of 66.00 feet to the most westerly corner of Block 4, said Partridge Creek Addition; thence South 39°10'09" West for a distance of 72.88 feet to a point of tangential curve to the left, having a radius of 267.00 feet; thence southwesterly, along said curve, for a distance of 141.49 feet, having a central angle of 30°21'48", chord bearing South 23°59'15" West; thence South 89°28'53" West for a distance of 842.51 feet; thence North 00°29'36" West for a distance of 44.03 feet; thence North 90°00'00" West for a distance of 125.00 feet to a point of intersection with the easterly line of the West 200.00 feet of said Northeast Quarter; thence North 00°29'36" West, along with the easterly line of the West 200.00 feet of said Northeast Quarter, for a distance of 768.71 feet to the True Point of Beginning. Said tract contains 22.409 acres, more or less.

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

- A. One access in and out of the development is not permitted. A permanent second access from 28th St S is temporarily waived for this second addition with the condition that either:
 - 1. A temporary second access (i.e., a gravel road that can accommodate public safety vehicles) must be provided with this second addition, as approved by the City Engineer, or
 - 2. A permanent access is provided via 23rd St S with this second addition.
- B. If a temporary second access is utilized, this access must be replaced with a permanent second access by November 2035, or as otherwise approved by the City Engineer.
- C. A stormwater pond will be constructed on adjacent parcels (58.900.2866 & 58.900.2868) and will need to be completed in advance of or concurrent with the street construction for this addition.
- D. A waiver of Subdivision Code Title 11-5-7 for the 23rd Street S/43rd Avenue S intersection is approved to install a roundabout at this intersection.
- E. Plat Drawing:
 - 1. On page 1, curve data appears to be missing from drawing and curve table for Lot 16, Block 4.
 - 2. On page 1 & 2, block boundary dimensions along labeled 21st St S (to be renamed 22nd St S) do not match the sum of the lot dimensions (off by 0.01').
- F. Additional utility and drainage easements shall be provided, as needed.
- G. Applicant/Owner shall enter into a developer's agreement with the City of Moorhead.
- H. Applicant/Owner to receive all required federal, state and local permits.

PASSED: September 14, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

Michelle (Shelly) A. Carlson, Mayor

ATTEST:

Christina Rust, City Clerk



City Council Communication

September 14, 2026

SUBJECT:

Resolutions for Completed Public Improvement Projects Funded with Special Assessments

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution declaring costs to be assessed and ordering the preparation of proposed assessments, and a second resolution scheduling the Assessment Hearing for Tuesday, October 13, 2026 for completed public improvement projects funded with special assessments.

BACKGROUND/KEY POINTS:

The Engineering Department has prepared special assessments for completed public improvement projects. The types of projects and amounts to be assessed for consideration at the Hearing are included in the attached draft resolution. Minnesota Statutes Annotated, Chapter 429 requires that the Mayor and Council approve resolutions declaring costs to be assessed, ordering the preparation of proposed assessments, and scheduling a Hearing. The time frame for the Assessment Hearing process is as follows:

Council Action	Date
Resolution Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessments	September 14, 2026
Resolution Scheduling Assessment Hearing for Proposed Assessments	September 14, 2026
Publish Hearing Notice	September 17, 2026
Mail Hearing Notices to Property Owners	September 24, 2026
Assessment Hearing	October 13, 2026
Resolution Ordering Special Assessments	October 13, 2026

Notices will be mailed to affected property owners on a project basis (some properties may receive multiple notices because they benefit from multiple projects). Staff will be available via telephone and appointments to attempt to resolve questions and concerns prior to the Hearing.

FINANCIAL CONSIDERATIONS:

Assessment costs are applied to all benefited property owners as outlined in the attached resolution.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Thomas E Trowbridge, City Engineer

Attachments:

RESOLUTION

Resolution to Call for Assessment Hearing for Completed Public Improvement Projects funded with Special Assessments

WHEREAS, the following improvement projects, known by their Engineering project numbers, 25-A6-01, 25-A6-02, 26-A2-01, 26-A2-02, 26-A2-03, 26-A2-04, 26-A2-05, 96-2-2, 02-A2-04, 02-A6-03, 02-A6-09, 03-A5-01, 05-A6-05 and 06-A2-19, have been completed or are nearing completion. The project descriptions, locations and amounts to be assessed are as follows:

PROJ. NO.	ENG. NO.	DESCRIPTION	LOCATION	TOTAL ASSESSED COST
811997	25-A6-01	Misc. Petitioned Water & Sewer Repairs	58.055.0650 – 915 9 th St N 58.102.1380 – 3150 Rivershore Dr S 58.218.0100 – 1722 4 th Ave N 58.336.0080 – 425 6 th St S 58.218.0430 – 407 15 th St N 58.251.0130 – 716 12 St N 58.302.0040 – 1918/1920 6 th Ave S 58.336.0050 – 409 6 th St S 58.478.0010 – 1337 4 th Ave S 58.478.0020 – 1333 4 th Ave S 58.531.0320 - 402 Maple Lane 58.575.2520 – 502 4 th Ave S 58.589.0250 – 916 5 th Ave N 58.606.0300 – 1203 10 ½ St N 58.671.0100 – 411 12 th St N 58.754.0470 – 607 6 th St S 58.805.0650 – 1418 23 rd Ave S 58.836.0140 – 1724 6 th St S 58.900.1735 – 101 40 th Ave S	\$244,938.75
811983	25-A6-02	Underground Utilities	Prairie Parkway 2 nd Addition	\$1,332,556.05
812014	26-A2-01	Mill & Overlay (M & O)	40 th Ave S – 8 th to 20 th St	\$1,194,000.40
812005	26-A2-02	Mill & Overlay (M & O)	Crystal Creek Area – 49 th to 53 rd Ave N	\$460,989.10
812012	26-A2-03	Mill & Overlay (M & O) Street Rehabilitation (Rehab)	17 th St N between 1 st and 5 th Ave N and 4 th Ave N between 14 th and 17 th St N	\$433,579.30
812013	26-A2-04	Street Rehabilitation (Rehab) Street Reconstruction (Recon)	20 th , 22 nd and 23 rd Ave S and 6 th & 7 th St S	\$438,453.98
812006	26-A2-05	Final Bituminous Overlays	Prairie Meadows 7 th Addition Village Green 7 th Addition Prairie Parkway 1st	\$331,184.34
812018 Deferred from 710666	96-2-2	34 th St Construction – 12th Ave S. to Ridgewood Blvd	58.331.0010 – 3475 28 th Ave S 58.331.0020 – 4001 28 th Ave S	\$2,165.30

812019 Deferred from 710840	02-A2-04	Curb, Gutter & Paving – Richards 1 st Addition	58.331.0010 – 3475 28 th Ave S 58.331.0020 – 4001 28 th Ave S	\$2,633.84
812020 Deferred from 710843	02-A6-03	Sanitary Sewer & Water – Richards 1 st Addition	58.331.0010 – 3475 28 th Ave S 58.331.0020 – 4001 28 th Ave S	\$645.26
812021 Deferred from 910850	02-A6-09	Eastside Sanitary Sewer Interceptor	58.331.0010 – 3475 28 th Ave S 58.331.0020 – 4001 28 th Ave S	\$49,530.31
812022 Deferred from 910860	03-A5-01	Drainage Improvements – Pond System	58.331.0010 – 3475 28 th Ave S 58.331.0020 – 4001 28 th Ave S	\$23,654.39
812023 Deferred from 910969	05-A6-05	Sewer, Water & Streets – Horizons Addition	58.331.0010 – 3475 28 th Ave S 58.331.0020 – 4001 28 th Ave S	\$31,725.45
812024 Deferred from 911047	06-A2-19	Sewer, Water & Streets – Horizons 3 rd & 4 th Additions	58.331.0010 – 3475 28 th Ave S 58.331.0020 – 4001 28 th Ave S	\$18,451.47

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

The cost of such improvements to be assessed against the benefited property owners are declared to be:

Proj. No.	Eng. No.	Total Assessable Costs	Deferred, Postponed, Green Acres Cost	100% Petition	Assessment Period in Years	Interest Rate
811997	25-A6-01	\$244,938.75	\$0	Y	20	6.02%
811983	25-A6-02	\$1,332,556.05	\$1,332,556.05	Y	25	6.02%
812014	26-A2-01	\$1,194,000.40	\$8,680.00	N	20	6.02%
812005	26-A2-02	\$460,989.10	\$0	N	20	6.02%
812012	26-A2-03	\$433,579.30	\$0	N	20	6.02%
812013	26-A2-04	\$438,453.98	\$0	N	20	6.02%
810006	26-A2-05	\$331,184.34	\$0	N	20	6.02%
812018	96-02-02	\$2,165.30	\$0	N	1	8.00%
812019	02-A2-04	\$2,633.84	\$0	N	1	7.00%
812020	02-A6-03	\$645.26	\$0	N	1	7.00%
812021	02-A6-09	\$49,530.31	\$0	N	1	8.00%
812022	03-A5-01	\$23,654.39	\$0	N	1	8.00%
812023	05-A6-05	\$31,725.45	\$0	N	1	6.00%
812024	06-A2-19	\$18,451.47	\$0	N	1	6.00%
	TOTALS	\$4,564,507.94	\$1,341,236.05			

1. Except for projects with a Special Assessment Agreement, assessments shall be payable in equal annual installments extended over the number of years as set forth in this resolution, the first of the installments to be payable on the next tax billing from the County Treasurer and shall bear present interest as specified in the table above for each project. To the first installment shall be added interest on the entire assessment. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
2. For those projects with a Special Assessment Agreement, assessments shall be payable in accordance with the terms of the Special Assessment Agreement.

The City Clerk, with the assistance of the City Engineer shall forthwith calculate the proper amount to be specially assessed for the improvements against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and she shall file a copy of such proposed assessment in her office for public inspection. The City Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

PASSED: September 14, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Call for Assessment Hearing for Completed Public Improvement Projects Funded with Special Assessments

WHEREAS, the City Council previously ordered each of these improvements and declared the City's intent to specially assess all or a portion of the project costs to the benefiting properties in accordance with the City's Special Assessment policy; and

WHEREAS, the City Engineer has notified the Council that estimated costs and the proposed special assessments for the various improvement projects will be completed and filed in their office for inspection.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOORHEAD, MINNESOTA:

1. A hearing shall be held at 5:45 p.m. on October 13, 2026, in the Hjemkomst Center to pass upon such proposed assessments. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing and shall state in the notice the total assessed cost of the improvements and shall also cause mailed notices to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The mailed notices to the property owners shall inform them that the owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Finance Office, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time, thereafter, pay to the City Finance Office the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 13, or interest will be charged through December 31 of the succeeding year.

PASSED: September 14, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

September 14, 2026

SUBJECT:

Clay County HRA request for consent to levy and collect a Special Benefit Tax in the City of Moorhead in 2027.

RECOMMENDATION:

The Mayor and City Council are asked to consider consent to a Special Benefit Tax of \$300,000 for 2027 that was levied by the Clay County HRA Board of Commissioners. The Clay County HRA Board of Commissioners approved the attached Resolution 08-20-26-1 on August 20, 2026. There is no increase from the 2025 or 2026 levy. The tax would be levied in all of Clay County, including the Cities of Moorhead and Barnesville, contingent upon consent of each government entity

BACKGROUND/KEY POINTS:

The Clay County Housing and Redevelopment Authority (HRA) has provided the following background:

HRA Authority to Levy

The HRA Tax Levy is not subject to the overall levy limits of the county or any city. Minnesota Statute §469.033, subd. 6 permits HRAs to levy and collect a Special Benefit Tax of up to 0.0185% of taxable market value in its area of operation. Levy funds can be used for any allowable housing authority activity.

Need for HRA Levy in Clay County

Clay County HRA has proven to be a careful steward of local funds. Local funds allow for the HRA to continue to administer approximately \$4.5 million annually in ongoing federal and state funding. This includes the Bring It Home and the Homework Starts with Home rental assistance programs targeted at families with children attending school in Moorhead and Clay County.

The \$300,000 tax levy is approximately 1.6% of the total anticipated HRA 2027 budget. Although a relatively small amount, it is critical. The programs that would be lost to the community without local funding are primarily related to ending child homelessness; improving existing properties for low-income residents; and enhancing security. Research shows that access to affordable housing improves school outcomes; reduces use of law enforcement, detox, and emergency medical services; decreases child protection involvement; and improves the community overall.

Housing studies have found that our region falls behind other areas in the need for affordable housing. Research has also shown that access to affordable housing improves school outcomes, reduces use of law enforcement, detox and emergency medical services, decreases child protection involvement and improves the community overall.

The Clay County HRA Board of Commissioners has approved the levy and is only seeking consent from the city.



City Council Communication

September 14, 2026

FINANCIAL CONSIDERATIONS:

The maximum levy available for the HRA Levy for 2027 is \$1,874,406. The \$300,000 request is 16% of the maximum levy available and is equivalent to an estimated tax rate of 0.296%. The impact based on taxable market value (TMV) is listed as follows:

<u>TMV</u>	<u>Annual Levy Amount</u>
\$100,000	\$2.96
\$200,000	\$5.92
\$300,000	\$8.88
\$1,000,000	\$29.60

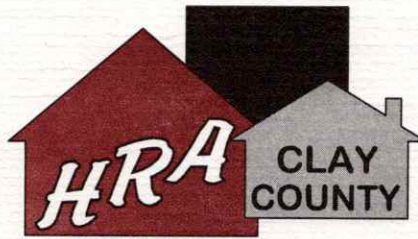
The HRA proposes to use the funds in the same manner as the 2026 levy. This includes supporting programs aimed at ending child homelessness. The HRA works closely with the Moorhead Public School District and other community partners in the local efforts to end child homelessness. The funds also pay for security at the HRA's Moorhead permanent supportive housing developments and assist with the operations of programs that primarily benefit extremely low-income households living in our community. These funds have historically leveraged millions of dollars each year to help meet the severe affordable housing crisis facing our residents.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Dawn Bacon, Executive Director
Dara A. Lee, Executive Director

Attachments: Clay County HRA Resolution 08-20-26-1
Draft Resolution for Moorhead City Council



Resolution 08-20-26-1

Whereas, Minnesota Statutes §469.033 subd. 6 permits the Housing and Redevelopment Authority of Clay County to levy and collect a Special Benefit Tax of up to 0.0185% of the taxable market value upon all taxable property, both real and personal, within the Authority's area of operation which includes Clay County, and in the cities of Barnesville and Moorhead; and

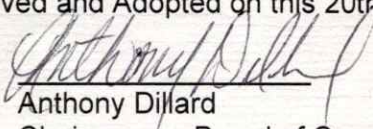
Whereas, §469.033 subd. 6 requires the consent of Board of Commissioners of Clay County, and any political subdivision not explicitly in the HRA area of operation to approve such a levy; and

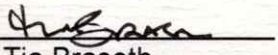
Whereas, Minnesota Statutes require Local Governments to certify to the County Auditor their Tax Levies.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF CLAY COUNTY AS FOLLOWS:

1. That a Special Benefit Tax, pursuant to Minnesota Statute §469.033 subd. 6, of \$300,000 be levied upon all taxable market value of taxable property within the Authority's area of operation which is all of Clay County and in the cities of Barnesville and Moorhead, upon their consent.
2. The levy is approximately 0.00296% and does not exceed 0.0185% of taxable market value of the taxable property as defined above.
3. That this special levy is for the tax year 2027.
4. That this special levy will be used for costs associated with administering and performing rehabilitation work on properties occupied by low and moderate-income households located in Clay County, Minnesota; providing security at properties; administering rental assistance, including the Homework Starts with Home Program, and subsidized housing developments in Clay County; and leveraging and supporting operations, improvements, and securing new resources for affordable housing within Clay County.
5. That a copy of this resolution along with a formal letter requesting approval of this tax be forwarded to the Board of Commissioners of Clay County and the Moorhead and Barnesville City Councils forthwith for approval.

Approved and Adopted on this 20th day of August 2026

By: 
Anthony Dillard
Chairperson, Board of Commissioners

Attest: 
Tia Braseth
Secretary, Board of Commissions

RESOLUTION

Resolution to Approve Consent to the Clay County Housing and Redevelopment Authority 2027 Special Benefit Tax

WHEREAS, on August 20, 2026, the Board of Commissioners of the Housing & Redevelopment Authority of Clay County (Clay County HRA) adopted the attached Resolution 08-20-26-1 pursuant to Minn. Stat. Section 469.033, Subd. 6 which allows the HRA to levy and collect a Special Benefit Tax of up to 0.0185% of taxable market value in its area of operation:

WHEREAS, the Clay County HRA has and continues to operate in the City of Moorhead and there a continuing need for it to operate in the City of Moorhead;

WHEREAS, the tax levy is not to exceed 0.0185% of the taxable market value of property in Clay County;

WHEREAS, the HRA Tax Levy is in the amount of \$300,000, approximately 0.00296% of the taxable market value of property in Clay County; and

WHEREAS, in order for the HRA Special Benefit Tax to be levied within the City of Moorhead, the Clay County HRA requests the consent of the Moorhead City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that upon recommendation by the City Manager, that the City Council does hereby consent to the proposed 2027 HRA Tax Levy in the amount of \$300,000 approximately 0.00296% of the taxable market value of the property in Clay County, Minnesota.

PASSED: September 14, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

MICHELLE (SHELLY) A. CARLSON, Mayor

CHRISTINA RUST, City Clerk



City Council Communication

September 14, 2026

SUBJECT:

Resolution to Approve Amendment to the 2025 Community Development Block Grant (CDBG) Annual Action Plan

RECOMMENDATION:

The Mayor and City Council are asked to approve an [Amendment](#) to the CDBG 2025 Annual Action Plan.

BACKGROUND/KEY POINTS:

The 2025 PY Annual Plan was approved June 23, 2025 by Council Resolution 2025-0623-I, which included an acquisition activity for Creative Care for Reaching Independence (CCRI) in the amount of \$40,000. CCRI has been searching for a parcel that meets their building needs and price point but has not yet found a suitable option.

In order to comply with HUD's timely spending requirements, it is in the best interest of the program to reallocate the funds to another activity, so funds can be spent within the required timeframe. Staff has discussed this with CCRI and they understand the need to meet the grant spending requirements, and they are comfortable reapplying for funding in a future program year when they find an appropriate parcel building site.

The proposed replacement activity for PY 2025 is Slum Blight Removal. While there is not a specific property targeted for this activity, our Building Codes staff encounter properties that are substandard and not suitable for rehabilitation. The circumstances in which CDBG funds would assist with the removal of slum and blight include:

- Voluntary sale by owner to City CDBG for a CDBG eligible use, such as affordable housing construction
- No-interest loan to owner under an agreement to construct a CDBG eligible use on the land after demolition
- Dangerous building code enforcement: expense assessed to the property and returned to CDBG fund upon repayment of assessment

The following actions required by the City's current Citizen Participation Plan were conducted for the Amendment process of the 2025 Annual Action Plan and no comments were received:

- Public Comment Period August 14 – September 13, 2026
- Public Hearing August 24, 2026

FINANCIAL CONSIDERATIONS:

(\$40,000) – 2025 PY CCRI Activity – Cancel
\$40,000- 2025 PY Slum Bligh Removal – New Activity

Voting Requirements: 3/4 of Council (6)

Submitted By:

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

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve Amendment to the 2025 Community Development Block Grant (CDBG) Annual Action Plan

WHEREAS, the City of Moorhead receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, in compliance with federal regulations, the City of Moorhead amends its 2025 Annual Action Plan to cancel an acquisition activity that did not move forward with Creative Care for Reaching Independence (CCRI) and to reallocate the funds to a new activity of Slum and Blight Removal in the amount of \$40,000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Mayor and City Manager are herein authorized and directed to approve the amended 2025 Community Development Block Grant Annual Action Plan and submit same to the U.S. Department of Housing and Urban Development.

PASSED: September 14, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk