



**CITY COUNCIL
MEETING AGENDA
JULY 28, 2025 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. Presentation: Choice Bank
- B. Presentation: 2025 Bond Sale Issuance - Baker Tilly Municipal Advisors

6. Approve Minutes

- A. July 14, 2025 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 Boulevard Parking Request from FM Auto Sales, LLC at 1702 Main Ave
- B. *Resolution to Approve Vacation of 30-foot Utility Easement within Prairie Parkway 2nd Addition
- C. *Resolution to Approve Conditional Use Permit for Dynamic Display Sign at 1409 Main Ave SE
- D. *Resolution to Approve Conditional Use Permit for Dynamic Display Sign at 1100 30th Ave S
- E. *Consider Actions Relating to Partridge Creek Addition

- F. *First Reading of Ordinance 2025-07: An Ordinance Amending the Official Zoning Map Rezoning Partridge Creek Addition from TZ: Transitional to RLD-3: Residential Low Density-3
- G. *Resolution to Approve Preliminary and Final Plat relating to Partridge Creek Addition
- H. *Resolution to Approve Developer's Agreement for Partridge Creek Addition

11. Economic Development

12. Engineering Department

- A. *Resolution to Approve Task Order Amendment and Budget Adjustment #25-019 for the Bluestem Pedestrian Bridge (Eng. No. 22-13-04)
- B. *Resolution to Order Reports Related to Partridge Creek 1st Addition (Eng. Nos. 25-A6-03 and 25-A2-05)
- C. *Resolution to Receive Report and Order Preparation of Plans & Specifications for Underground Utility Improvements in Partridge Creek 1st Addition (Eng. No. 25-A6-03)
- D. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Underground utility Improvements in Partridge Creek 1st Addition (Eng. No. 25-A6-03)

13. Fire Department

- A. *Resolution to Enter into a Joint Cooperative Agreement between the City of Moorhead, Minnesota and Harwood Area Fire & Rescue (HAFR)

14. Moorhead Public Service

15. Parks and Recreation Department

16. Police Department

17. Public Works

18. Administration

- A. Resolution Providing for the Competitive Sale of General Obligation Temporary Improvement Bonds Series 2025A
- B. Resolution Providing for the Competitive Sale of General Obligation Improvement and Wastewater Refunding Bonds Series 2025B
- C. Resolution to Approve Guaranteed Maximum Price Amendment #3 to the Agreement with McGough Construction Co., LLC for Construction Manager at Risk Services for the City Hall Renovation Project
- D. *Resolution to Approve a Minnesota Lawful Gambling Premise Permit Application for MN Strong at 803 Belsly Blvd Ste 100 & 808 30th Ave. S

- E. *Resolution to Approve a Minnesota Lawful Gambling Premise Permit Application for MN Strong (808 30th Ave S)
- F. Resolution to Approve Pledge and Naming Rights Agreement for Donations to The Loop | Moorhead Public Library & Community Center

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

July 23, 2025



Pre-issuance report for

City of Moorhead, Minnesota

\$11,560,000 General Obligation Temporary Improvement Bonds, Series 2025A (the “2025A Bonds”)

\$16,575,000 General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B (the “2025B Bonds”)

PREPARED BY
Baker Tilly Municipal Advisors, LLC
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Saint Paul, MN 55101

ADVISOR
Chris Hogan | Director
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Issue summary

PROPOSED ISSUE

2025A Bonds

The City Council has under consideration the issuance of the 2025A Bonds to finance (i) improvement related to the City's mall redevelopment area in anticipation of a long-term financing, (ii) pay capitalized interest and (iii) pay costs of issuance on the 2025A Bonds.

2025B Bonds

The City Council has under consideration the issuance of the 2025B Bonds along with available funds of \$2,727,159 to finance (i) various improvement projects within the City (the "Project Portion") (ii) refund the November 1, 2026 through November 1, 2034 maturities of the City's General Obligation Wastewater Revenue Bonds, Series 2014A, dated July 24, 2014 (the "2014A Bonds") (the "Refunding Portion") and (iii) pay costs of issuance on the 2025B Bonds. This document provides information relative to the proposed issuance.

The 2014A Bonds were originally issued to finance sanitary lift station improvements.

AUTHORITY

2025A Bonds

Statutory Authority: The 2025A Bonds are being issued pursuant to Minnesota Statutes, Chapters 429.091, Subdivision 5 and 475.

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 429.091, Subdivision 5 the City may issue temporary improvement Bonds maturing not more than three years from their date of issuance.

2025B Bonds

Statutory Authority: The 2025B Bonds are being issued pursuant to Minnesota Statutes, Chapters 429, 444 and 475.

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 429, at least 20% of the City's share of the estimated cost of the projects must be paid from special assessments. The City meets this statutory requirement.

Pursuant to Minnesota Statutes, Chapter 444 and the resolution awarding the refunding portion of the 2025B Bonds the City will covenant to maintain wastewater rates and charges adequate to support the operation of the wastewater utility and to pay debt service.

SECURITY/SOURCE OF PAYMENT

2025A Bonds

The 2025A Bonds will be a general obligation of the City for which the City pledges its full faith and credit and taxing power to levy general ad valorem taxes. In addition, the City will pledge a first lien on the proceeds of a temporary or definitive improvement bond issue to refund the 2025A Bonds prior to or at maturity.

Capitalized interest included in the par amount of the 2025A Bonds will be used to make the semi-annual interest payments beginning on March 1, 2026 through and including the March 1, 2028 interest payment.

2025B Bonds

The 2025B Bonds will be a general obligation of the City for which the City pledges its full faith and credit and taxing power to levy general ad valorem taxes. In addition, the City pledges special assessments filed against benefitted properties and net revenues of the City's wastewater treatment fund.

Special assessments in the total aggregate principal amount of \$3,960,198 are pledged to the Project Portion of the 2025B Bonds. The special assessments will be filed in the fall of 2025 for first collection in 2026. Assessments will be collected with equal payments of principal over 20 and 25 years with interest charged on the unpaid balance at a rate of 1.5% over the true interest rate (TIC) of the 2025B Bonds; currently estimated to be 5.672%.

Assessment detail are as follows:

- Principal of \$3,548,822 – 20 year repayment term
- Principal of \$411,376 – 25 year repayment term

The City will be required to levy taxes for debt service not paid from special assessments on the Project Portion of the 2025B Bonds. The City will make its first levy for the 2025B Bonds in 2025 for collection in 2026. Each year's collection of assessments and taxes will be used to make the August 1 interest payment due in the year of collection and the principal and interest due February 1 of the following year.

The issuance of the Refunding Portion of the 2025B Bonds is being conducted as a current refunding in which the proceeds will be used to redeem the 2014A Bonds within 90 days of settlement. On November 1, 2025, the call date, the City will (i) make the regularly scheduled debt service payment of \$594,600 and (ii) use the proceeds of the 2025B Bonds to redeem the November 1, 2026 through November 1, 2034 maturities in the principal amount of \$4,855,000.

The Refunding Portion of the 2025B Bonds will be repaid with net revenues of the City's wastewater treatment utility. The City currently has four outstanding Bonds and PFA loans payable from the net revenues of the wastewater treatment fund.

FINANCING STRUCTURE

2025A Bonds

In consultation with City staff, the 2025A Bonds have been structured with semi-annual interest payments to be paid from capitalized interest. The 2025A will mature on September 1, 2028.

The 2025A Bonds are being issued as a temporary financing due to the deferred assessments related to the mall redevelopment projects Phase 1 and Phase 2. It is anticipated that assessments will not be filed for at least five years and this financing will allow the City flexibility to refinance with another temporary bond issue for up to three years or refinance as a long-term bond issue.

2025B Bonds

In consultation with City staff, the 2025B Bonds have been structured with three purposes; projects that have 20-year assessments, projects that have 25-year assessments and the current refunding of the 2014A Bonds.

The Project Portion's have been structured around the projected assessment income to result in an approximately level annual tax levy requirement with 20 years of repayment.

In consultation with City staff, the Refunding Portion of the 2025B Bonds will have interest only payments through August 2029 with the first principal payment February 1, 2030. The objective of delayed principal

was to provide debt service relief for years 2026 through 2029 due to the closing of a large customer and the impact of annual revenues of the wastewater treatment utility.

The 2014A Bonds had principal payments due on November 1 but subsequent to this refunding, the principal payments will now be February 1.

Issue terms

BANK QUALIFICATION

The 2025A and 2025B Bonds exceed the \$10 million bank qualification limit for tax-exempt obligations in 2025; therefore, the 2025A and 2025B Bonds are not designated as bank qualified.

PREMIUM

The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions.

Estimated interest rates applied in the structuring of the 2025A and 2025B Bonds are based on current market conditions and assume a reoffering premium. The underwriter will take their compensation from the reoffering premium and any remaining premium can be used to downsize the issue, applied to additional project needs or deposited to the debt service fund. Our preliminary bond structures have applied the estimated premium to financing project needs thereby reducing the principal amount of the Bonds. Determination of the use of premium, if received, will be made by the City prior to or on the day of sale.

OPTIONAL REDEMPTION

2025A Bonds

The 2025A Bonds will be subject to optional redemption on September 1, 2026 and any date thereafter.

2025B Bonds

Bonds maturing on or after February 1, 2036, may be prepaid at a price of par plus accrued interest on or after February 1, 2035.

Rating

Applications will be made to Moody’s Investors Service (Moody’s) for a rating on the 2025A and 2025B Bonds. It is anticipated Moody’s will assign a short-term general obligation rating of to the 2025A Bonds. The City’s short-term general obligation debt is currently rated “MIG 1” and the City’s long term general obligation debt is currently rated “Aa2” by Moody’s.

Issuance timeline

City Council sets sale date and terms	July 28, 2025
Rating Conference	August 5, 2025
Competitive proposals are received	August 25, 2025, 10:00 a.m.
Council considers award of the Bonds	August 25, 2025, 5:30 p.m.

Proceeds are received	September 18, 2025
Redemption of the 2014A Bonds	November 1, 2025

Other considerations

2025A Bonds

The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions. Actual pricing can impact the amount of capitalized interest which can result in a larger or smaller bond issue than our current estimated principal of \$11,560,000.

2025B Bonds

Anticipated levy projections for the Bonds are based on estimated assessment income. If assessment collections differ than current projections, the resulting levy could be significantly different than our estimates shown herein.

Post issuance

The issuance of the Bonds will result in post-issuance compliance responsibilities. The responsibilities are in two primary areas: (i) compliance with federal arbitrage requirements and (ii) compliance with secondary disclosure requirements

ARBITRAGE/REBATE

Federal arbitrage requirements include a wide range of implications that have been taken into account as this issue has been structured. Post-issuance compliance responsibilities for this tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. Under certain circumstances any “excess earnings” will need to be paid to the IRS to maintain the tax-exempt status of the Bonds. Any interest earnings on gross bond proceeds or debt service funds should not be spent until it has been determined based on actual facts that they are not “excess earnings” as defined by the IRS Code.

The arbitrage rules provide for spend-down exceptions for proceeds that are spent within either a 6-month, 18-month or, for certain construction issues, a 24-month period each in accordance with certain spending criteria. Proceeds that qualify for an exception will be exempt from rebate. These exceptions are based on actual expenditures and not based on reasonable expectations, and expenditures, including any investment proceeds will have to meet the spending criteria to qualify for the exclusion. The City expects to meet the (i) 18-month spending exception on the 2025A Bonds and (ii) the 18-month spending exception on the Project Portion of the 2025B Bonds and the 6-month exception on the Refunding Portion.

Regardless of whether the issue qualifies for an exemption from the rebate provisions, yield restriction provisions will apply to Bond proceeds (including interest earnings) unspent after three years and the debt service fund throughout the term of the Bonds. These moneys should be monitored until the Bonds are retired.

CONTINUING DISCLOSURE

Secondary disclosure requirements result from an SEC requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the City to commit to providing the information needed to comply under a continuing disclosure agreement.

Baker Tilly Municipal Advisors currently provides both arbitrage and continuing disclosure services to the City and provide those services for the 2025A and 2025B Bonds

Finance team

The issuance of the 2025A and 2025B Bonds will require the work of various other public finance professionals. Fees for these professionals shall be paid by proceeds of this issuance unless directed otherwise by the City. The following professionals and their role have been identified below:

Bond Counsel: Ohnstad Twichell, P.C.

Municipal Advisor: Baker Tilly Municipal Advisors, LLC

Registrar/Paying Agent: US Bank Trust Company, National Association

Attachments

Attachments for the 2025A and 2025B Bonds include

(i) Bond Buyer Index

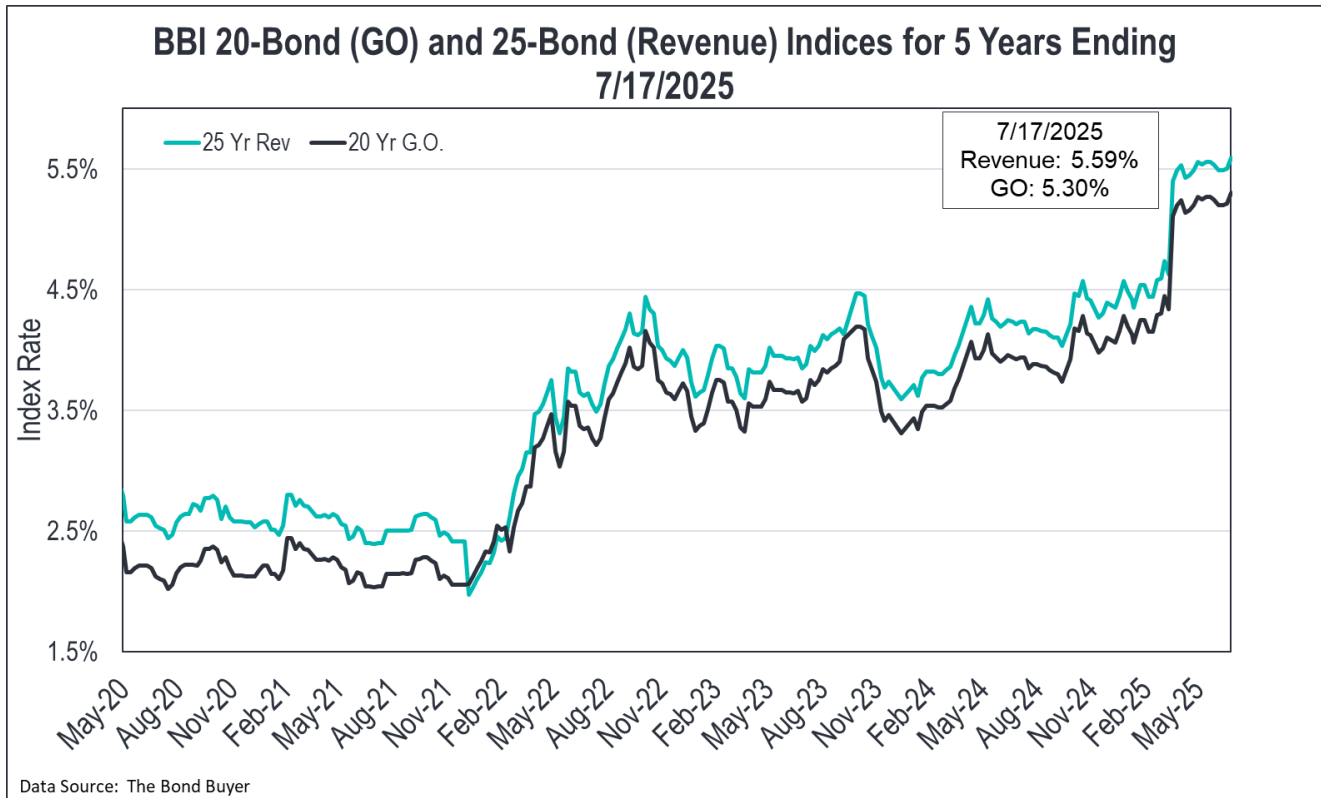
(ii) 2025A Bond Schedules

(i) sources and uses of funds, (ii) pricing summary, (iii) net debt service schedule.

(iii) 2025B Bond Schedules

(i) sources and uses of funds, (ii) pricing summary, (iii) net debt service schedules for the Bonds as a whole and by purpose, (iv) projected assessment income, (v) project detail for the project portions (vi) comparison of the old and new debt service for the 2014A Wastewater Revenue Bonds, (vii) maturity vs call for the refunding portion, and (viii) refunded debt service for the 2014A Wastewater Revenue Bonds.

Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20th year for general obligation bonds rated Aa2 by Moody's or AA by S&P (the BBI 20-Bond GO Index) and the 30th year for revenue bonds rated A1 by Moody's or A+ by S&P (the BBI 25-Bond Revenue Index). The following chart illustrates these two indices over the past five years:



2025A Bond Schedules

\$11,560,000

City of Moorhead, Minnesota

General Obligation Temporary Improvement Bonds, Series 2025A

Sources & Uses

Dated 09/18/2025 | Delivered 09/18/2025

Sources Of Funds

Par Amount of Bonds	\$11,560,000.00
Reoffering Premium	63,233.20

Total Sources	\$11,623,233.20
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Uses Of Funds

Deposit to Project Construction Fund	10,346,655.00
Deposit to Capitalized Interest (CIF) Fund	1,134,164.44
Costs of Issuance	83,600.00
Total Underwriter's Discount (0.500%)	57,800.00
Rounding Amount	1,013.76

Total Uses	\$11,623,233.20
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\$11,560,000

City of Moorhead, Minnesota

General Obligation Temporary Improvement Bonds, Series 2025A

Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	YTM	Call Date	Call Price	Dollar Price
09/01/2028	Term 1 Coupon	4.000%	3.410%	11,560,000.00	100.547%	c 3.802%	09/01/2026	100.000%	11,623,233.20
Total		-	-	\$11,560,000.00	-	-	-	-	\$11,623,233.20

Bid Information

Par Amount of Bonds	\$11,560,000.00
Reoffering Premium or (Discount)	63,233.20
Gross Production	\$11,623,233.20
Total Underwriter's Discount (0.500%)	\$(57,800.00)
Bid (100.047%)	11,565,433.20
Total Purchase Price	\$11,565,433.20
Bond Year Dollars	\$34,134.11
Average Life	2.953 Years
Average Coupon	4.0000000%
Net Interest Cost (NIC)	3.9840828%
True Interest Cost (TIC)	3.9835724%

\$11,560,000

City of Moorhead, Minnesota

General Obligation Temporary Improvement Bonds, Series 2025A

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S
03/01/2026	-	-	209,364.44	209,364.44	(209,364.44)	-
09/01/2026	-	-	231,200.00	231,200.00	(231,200.00)	-
03/01/2027	-	-	231,200.00	231,200.00	(231,200.00)	-
09/01/2027	-	-	231,200.00	231,200.00	(231,200.00)	-
03/01/2028	-	-	231,200.00	231,200.00	(231,200.00)	-
09/01/2028	11,560,000.00	4.000%	231,200.00	11,791,200.00	-	11,791,200.00
Total	\$11,560,000.00	-	\$1,365,364.44	\$12,925,364.44	(1,134,164.44)	\$11,791,200.00

2025B Bond Schedules

\$16,575,000

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Issue Summary

Total Issue Sources And Uses

Dated 09/18/2025 | Delivered 09/18/2025

	Project 20 Year Assessments	Project 25 Year Assessments	Current Refunding of 2014A WW	Issue Summary
Sources Of Funds				
Par Amount of Bonds	\$11,670,000.00	\$400,000.00	\$4,505,000.00	\$16,575,000.00
MPS & Stormwater	2,127,159.00	-	-	2,127,159.00
Reoffering Premium	476,043.10	18,192.00	439,171.35	933,406.45
State of MN	600,000.00	-	-	600,000.00
Total Sources	\$14,873,202.10	\$418,192.00	\$4,944,171.35	\$20,235,565.45
Uses Of Funds				
Deposit to Project Construction Fund	14,642,423.00	411,376.00	-	15,053,799.00
Deposit to Current Refunding Fund	-	-	4,855,000.00	4,855,000.00
Total Underwriter's Discount (1.200%)	140,040.00	4,800.00	54,060.00	198,900.00
Costs of Issuance	88,959.54	3,049.17	34,341.29	126,350.00
Rounding Amount	1,779.56	(1,033.17)	770.06	1,516.45
Total Uses	\$14,873,202.10	\$418,192.00	\$4,944,171.35	\$20,235,565.45

\$16,575,000

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Issue Summary

Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	YTM	Call Date	Call Price	Dollar Price
02/01/2027	Serial Coupon	5.000%	3.000%	260,000.00	102.660%	-	-	-	266,916.00
02/01/2028	Serial Coupon	5.000%	3.000%	470,000.00	104.538%	-	-	-	491,328.60
02/01/2029	Serial Coupon	5.000%	3.000%	485,000.00	106.360%	-	-	-	515,846.00
02/01/2030	Serial Coupon	5.000%	3.100%	880,000.00	107.704%	-	-	-	947,795.20
02/01/2031	Serial Coupon	5.000%	3.200%	1,490,000.00	108.811%	-	-	-	1,621,283.90
02/01/2032	Serial Coupon	5.000%	3.300%	1,560,000.00	109.690%	-	-	-	1,711,164.00
02/01/2033	Serial Coupon	5.000%	3.400%	1,595,000.00	110.348%	-	-	-	1,760,050.60
02/01/2034	Serial Coupon	5.000%	3.500%	1,630,000.00	110.797%	-	-	-	1,805,991.10
02/01/2035	Serial Coupon	5.000%	3.610%	580,000.00	110.962%	-	-	-	643,579.60
02/01/2036	Serial Coupon	5.000%	3.700%	595,000.00	110.209%	c 3.799%	02/01/2035	100.000%	655,743.55
02/01/2037	Serial Coupon	5.000%	3.780%	615,000.00	109.546%	c 3.949%	02/01/2035	100.000%	673,707.90
02/01/2038	Serial Coupon	4.127%	4.127%	635,000.00	100.000%	-	-	-	635,000.00
02/01/2039	Serial Coupon	4.245%	4.245%	650,000.00	100.000%	-	-	-	650,000.00
02/01/2040	Serial Coupon	4.333%	4.333%	670,000.00	100.000%	-	-	-	670,000.00
02/01/2041	Serial Coupon	4.425%	4.425%	690,000.00	100.000%	-	-	-	690,000.00
02/01/2042	Serial Coupon	4.500%	4.500%	710,000.00	100.000%	-	-	-	710,000.00
02/01/2043	Serial Coupon	4.550%	4.550%	730,000.00	100.000%	-	-	-	730,000.00
02/01/2044	Serial Coupon	4.630%	4.630%	750,000.00	100.000%	-	-	-	750,000.00
02/01/2045	Serial Coupon	4.690%	4.690%	775,000.00	100.000%	-	-	-	775,000.00
02/01/2046	Serial Coupon	4.750%	4.750%	805,000.00	100.000%	-	-	-	805,000.00
Total		-	-	\$16,575,000.00	-	-	-	-	\$17,508,406.45

Bid Information

Par Amount of Bonds	\$16,575,000.00
Reoffering Premium or (Discount)	933,406.45
Gross Production	\$17,508,406.45
Total Underwriter's Discount (1.200%)	\$(198,900.00)
Bid (104.431%)	17,309,506.45
Total Purchase Price	\$17,309,506.45
Bond Year Dollars	\$175,143.54
Average Life	10.567 Years
Average Coupon	4.7070695%
Net Interest Cost (NIC)	4.2876955%
True Interest Cost (TIC)	4.1718293%

\$16,575,000

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Issue Summary

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Wastewater Revenue	Levy Required
02/01/2027	260,000.00	5.000%	1,089,855.32	1,349,855.32	1,417,348.09	418,518.57	323,890.73	674,938.79
02/01/2028	470,000.00	5.000%	782,837.56	1,252,837.56	1,315,479.44	407,520.78	236,512.50	671,446.16
02/01/2029	485,000.00	5.000%	759,337.56	1,244,337.56	1,306,554.44	396,522.98	236,512.50	673,518.96
02/01/2030	880,000.00	5.000%	735,087.56	1,615,087.56	1,695,841.94	385,525.20	635,512.50	674,804.24
02/01/2031	1,490,000.00	5.000%	691,087.56	2,181,087.56	2,290,141.94	374,527.40	1,240,312.50	675,302.04
02/01/2032	1,560,000.00	5.000%	616,587.56	2,176,587.56	2,285,416.94	363,529.62	1,246,875.00	675,012.32
02/01/2033	1,595,000.00	5.000%	538,587.56	2,133,587.56	2,240,266.94	352,531.82	1,213,800.00	673,935.12
02/01/2034	1,630,000.00	5.000%	458,837.56	2,088,837.56	2,193,279.44	341,534.04	1,179,675.00	672,070.40
02/01/2035	580,000.00	5.000%	377,337.56	957,337.56	1,005,204.44	330,536.26	-	674,668.18
02/01/2036	595,000.00	5.000%	348,337.56	943,337.56	990,504.44	319,538.48	-	670,965.96
02/01/2037	615,000.00	5.000%	318,587.56	933,587.56	980,266.94	308,540.68	-	671,726.26
02/01/2038	635,000.00	4.127%	287,837.56	922,837.56	968,979.44	297,542.90	-	671,436.54
02/01/2039	650,000.00	4.245%	261,631.10	911,631.10	957,212.66	286,545.10	-	670,667.56
02/01/2040	670,000.00	4.333%	234,038.60	904,038.60	949,240.53	275,547.32	-	673,693.21
02/01/2041	690,000.00	4.425%	205,007.50	895,007.50	939,757.88	264,549.52	-	675,208.36
02/01/2042	710,000.00	4.500%	174,475.00	884,475.00	928,698.75	253,551.74	-	675,147.01
02/01/2043	730,000.00	4.550%	142,525.00	872,525.00	916,151.25	242,553.94	-	673,597.31
02/01/2044	750,000.00	4.630%	109,310.00	859,310.00	902,275.50	231,556.16	-	670,719.34
02/01/2045	775,000.00	4.690%	74,585.00	849,585.00	892,064.25	220,558.36	-	671,505.89
02/01/2046	805,000.00	4.750%	38,237.50	843,237.50	885,399.38	209,560.58	-	675,838.79
02/01/2047	-	-	-	-	-	21,121.68	-	(21,121.68)
02/01/2048	-	-	-	-	-	20,188.36	-	(20,188.36)
02/01/2049	-	-	-	-	-	19,255.02	-	(19,255.02)
02/01/2050	-	-	-	-	-	18,321.70	-	(18,321.70)
02/01/2051	-	-	-	-	-	17,388.36	-	(17,388.36)
Total	\$16,575,000.00	-	\$8,244,128.18	\$24,819,128.18	\$26,060,084.59	\$6,377,066.57	\$6,313,090.73	\$13,369,927.29

Dated	9/18/2025
Delivery Date	9/18/2025
First Coupon Date	8/01/2026

Yield Statistics

Bond Year Dollars	\$175,143.54
Average Life	10.567 Years
Average Coupon	4.7070695%
Net Interest Cost (NIC)	4.2876955%
True Interest Cost (TIC)	4.1718293%
Bond Yield for Arbitrage Purposes	4.0207732%
All Inclusive Cost (AIC)	4.2637119%

IRS Form 8038

Net Interest Cost	4.0201094%
Weighted Average Maturity	10.387 Years

\$3,960,198

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Issue Summary

Aggregate Assessments

DATE	20 Yr Assessments	Final Wear Course - 25 Yr Assessments	TOTAL
12/31/2026	378,730.28	39,788.29	418,518.57
12/31/2027	368,665.82	38,854.96	407,520.78
12/31/2028	358,601.36	37,921.62	396,522.98
12/31/2029	348,536.90	36,988.30	385,525.20
12/31/2030	338,472.44	36,054.96	374,527.40
12/31/2031	328,407.98	35,121.64	363,529.62
12/31/2032	318,343.52	34,188.30	352,531.82
12/31/2033	308,279.06	33,254.98	341,534.04
12/31/2034	298,214.62	32,321.64	330,536.26
12/31/2035	288,150.16	31,388.32	319,538.48
12/31/2036	278,085.70	30,454.98	308,540.68
12/31/2037	268,021.24	29,521.66	297,542.90
12/31/2038	257,956.78	28,588.32	286,545.10
12/31/2039	247,892.32	27,655.00	275,547.32
12/31/2040	237,827.86	26,721.66	264,549.52
12/31/2041	227,763.40	25,788.34	253,551.74
12/31/2042	217,698.94	24,855.00	242,553.94
12/31/2043	207,634.48	23,921.68	231,556.16
12/31/2044	197,570.02	22,988.34	220,558.36
12/31/2045	187,505.56	22,055.02	209,560.58
12/31/2046	-	21,121.68	21,121.68
12/31/2047	-	20,188.36	20,188.36
12/31/2048	-	19,255.02	19,255.02
12/31/2049	-	18,321.70	18,321.70
12/31/2050	-	17,388.36	17,388.36
Total	\$5,662,358.44	\$714,708.13	\$6,377,066.57

Par Amounts Of Selected Issues

2025A GO Im-20 Yr Assessments	3,548,822.00
-Final Wear Course - 25 Yr Ass	411,376.00
TOTAL	3,960,198.00

\$11,670,000

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Project 20 Year Assessments

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2026	-	-	-	-	-	-	-
02/01/2027	245,000.00	5.000%	755,317.16	1,000,317.16	1,050,333.02	378,730.28	671,602.74
02/01/2028	450,000.00	5.000%	539,300.06	989,300.06	1,038,765.06	368,665.82	670,099.24
02/01/2029	465,000.00	5.000%	516,800.06	981,800.06	1,030,890.06	358,601.36	672,288.70
02/01/2030	480,000.00	5.000%	493,550.06	973,550.06	1,022,227.56	348,536.90	673,690.66
02/01/2031	495,000.00	5.000%	469,550.06	964,550.06	1,012,777.56	338,472.44	674,305.12
02/01/2032	510,000.00	5.000%	444,800.06	954,800.06	1,002,540.06	328,407.98	674,132.08
02/01/2033	525,000.00	5.000%	419,300.06	944,300.06	991,515.06	318,343.52	673,171.54
02/01/2034	540,000.00	5.000%	393,050.06	933,050.06	979,702.56	308,279.06	671,423.50
02/01/2035	560,000.00	5.000%	366,050.06	926,050.06	972,352.56	298,214.62	674,137.94
02/01/2036	575,000.00	5.000%	338,050.06	913,050.06	958,702.56	288,150.16	670,552.40
02/01/2037	595,000.00	5.000%	309,300.06	904,300.06	949,515.06	278,085.70	671,429.36
02/01/2038	615,000.00	4.127%	279,550.06	894,550.06	939,277.56	268,021.24	671,256.32
02/01/2039	630,000.00	4.245%	254,169.00	884,169.00	928,377.45	257,956.78	670,420.67
02/01/2040	650,000.00	4.333%	227,425.50	877,425.50	921,296.78	247,892.32	673,404.46
02/01/2041	670,000.00	4.425%	199,261.00	869,261.00	912,724.05	237,827.86	674,896.19
02/01/2042	690,000.00	4.500%	169,613.50	859,613.50	902,594.18	227,763.40	674,830.78
02/01/2043	710,000.00	4.550%	138,563.50	848,563.50	890,991.68	217,698.94	673,292.74
02/01/2044	730,000.00	4.630%	106,258.50	836,258.50	878,071.43	207,634.48	670,436.95
02/01/2045	755,000.00	4.690%	72,459.50	827,459.50	868,832.48	197,570.02	671,262.46
02/01/2046	780,000.00	4.750%	37,050.00	817,050.00	857,902.50	187,505.56	670,396.94
Total	\$11,670,000.00	-	\$6,529,418.32	\$18,199,418.32	\$19,109,389.24	\$5,662,358.44	\$13,447,030.80

Dated	9/18/2025
Delivery Date	9/18/2025
First Coupon Date	8/01/2026

Yield Statistics

Bond Year Dollars	\$140,551.42
Average Life	12.044 Years
Average Coupon	4.6455728%
Net Interest Cost (NIC)	4.4065121%
True Interest Cost (TIC)	4.3290214%
Bond Yield for Arbitrage Purposes	4.0207732%
All Inclusive Cost (AIC)	4.4134708%

IRS Form 8038

Net Interest Cost	4.1997407%
Weighted Average Maturity	11.867 Years

\$3,548,822

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

20 Yr Assessments

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2026	177,441.10	5.672%	201,289.18	378,730.28
12/31/2027	177,441.10	5.672%	191,224.72	368,665.82
12/31/2028	177,441.10	5.672%	181,160.26	358,601.36
12/31/2029	177,441.10	5.672%	171,095.80	348,536.90
12/31/2030	177,441.10	5.672%	161,031.34	338,472.44
12/31/2031	177,441.10	5.672%	150,966.88	328,407.98
12/31/2032	177,441.10	5.672%	140,902.42	318,343.52
12/31/2033	177,441.10	5.672%	130,837.96	308,279.06
12/31/2034	177,441.10	5.672%	120,773.52	298,214.62
12/31/2035	177,441.10	5.672%	110,709.06	288,150.16
12/31/2036	177,441.10	5.672%	100,644.60	278,085.70
12/31/2037	177,441.10	5.672%	90,580.14	268,021.24
12/31/2038	177,441.10	5.672%	80,515.68	257,956.78
12/31/2039	177,441.10	5.672%	70,451.22	247,892.32
12/31/2040	177,441.10	5.672%	60,386.76	237,827.86
12/31/2041	177,441.10	5.672%	50,322.30	227,763.40
12/31/2042	177,441.10	5.672%	40,257.84	217,698.94
12/31/2043	177,441.10	5.672%	30,193.38	207,634.48
12/31/2044	177,441.10	5.672%	20,128.92	197,570.02
12/31/2045	177,441.10	5.672%	10,064.46	187,505.56
Total	\$3,548,822.00	-	\$2,113,536.44	\$5,662,358.44

SIGNIFICANT DATES

Filing Date	1/01/2026
First Payment Date	12/31/2026

\$400,000

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Project 25 Year Assessments

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2026	-	-	-	-	-	-	-
02/01/2027	15,000.00	5.000%	26,070.80	41,070.80	43,124.34	39,788.29	3,336.05
02/01/2028	20,000.00	5.000%	18,287.50	38,287.50	40,201.88	38,854.96	1,346.92
02/01/2029	20,000.00	5.000%	17,287.50	37,287.50	39,151.88	37,921.62	1,230.26
02/01/2030	20,000.00	5.000%	16,287.50	36,287.50	38,101.88	36,988.30	1,113.58
02/01/2031	20,000.00	5.000%	15,287.50	35,287.50	37,051.88	36,054.96	996.91
02/01/2032	20,000.00	5.000%	14,287.50	34,287.50	36,001.88	35,121.64	880.23
02/01/2033	20,000.00	5.000%	13,287.50	33,287.50	34,951.88	34,188.30	763.57
02/01/2034	20,000.00	5.000%	12,287.50	32,287.50	33,901.88	33,254.98	646.89
02/01/2035	20,000.00	5.000%	11,287.50	31,287.50	32,851.88	32,321.64	530.24
02/01/2036	20,000.00	5.000%	10,287.50	30,287.50	31,801.88	31,388.32	413.55
02/01/2037	20,000.00	5.000%	9,287.50	29,287.50	30,751.88	30,454.98	296.89
02/01/2038	20,000.00	4.127%	8,287.50	28,287.50	29,701.88	29,521.66	180.21
02/01/2039	20,000.00	4.245%	7,462.10	27,462.10	28,835.21	28,588.32	246.89
02/01/2040	20,000.00	4.333%	6,613.10	26,613.10	27,943.76	27,655.00	288.75
02/01/2041	20,000.00	4.425%	5,746.50	25,746.50	27,033.83	26,721.66	312.17
02/01/2042	20,000.00	4.500%	4,861.50	24,861.50	26,104.58	25,788.34	316.24
02/01/2043	20,000.00	4.550%	3,961.50	23,961.50	25,159.58	24,855.00	304.58
02/01/2044	20,000.00	4.630%	3,051.50	23,051.50	24,204.08	23,921.68	282.40
02/01/2045	20,000.00	4.690%	2,125.50	22,125.50	23,231.78	22,988.34	243.44
02/01/2046	25,000.00	4.750%	1,187.50	26,187.50	27,496.88	22,055.02	5,441.86
02/01/2047	-	-	-	-	-	21,121.68	(21,121.68)
02/01/2048	-	-	-	-	-	20,188.36	(20,188.36)
02/01/2049	-	-	-	-	-	19,255.02	(19,255.02)
02/01/2050	-	-	-	-	-	18,321.70	(18,321.70)
02/01/2051	-	-	-	-	-	17,388.36	(17,388.36)
Total	\$400,000.00	-	\$207,242.50	\$607,242.50	\$637,604.63	\$714,708.13	(77,103.50)

Dated	9/18/2025
Delivery Date	9/18/2025
First Coupon Date	8/01/2026

Yield Statistics

Bond Year Dollars	\$4,442.78
Average Life	11.107 Years
Average Coupon	4.6647055%
Net Interest Cost (NIC)	4.3632725%
True Interest Cost (TIC)	4.2717677%
Bond Yield for Arbitrage Purposes	4.0207732%
All Inclusive Cost (AIC)	4.3616858%

IRS Form 8038

Net Interest Cost	4.1322113%
Weighted Average Maturity	10.940 Years

\$411,376

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Final Wear Course - 25 Yr Assessments

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2026	16,455.04	5.672%	23,333.25	39,788.29
12/31/2027	16,455.04	5.672%	22,399.92	38,854.96
12/31/2028	16,455.04	5.672%	21,466.58	37,921.62
12/31/2029	16,455.04	5.672%	20,533.26	36,988.30
12/31/2030	16,455.04	5.672%	19,599.92	36,054.96
12/31/2031	16,455.04	5.672%	18,666.60	35,121.64
12/31/2032	16,455.04	5.672%	17,733.26	34,188.30
12/31/2033	16,455.04	5.672%	16,799.94	33,254.98
12/31/2034	16,455.04	5.672%	15,866.60	32,321.64
12/31/2035	16,455.04	5.672%	14,933.28	31,388.32
12/31/2036	16,455.04	5.672%	13,999.94	30,454.98
12/31/2037	16,455.04	5.672%	13,066.62	29,521.66
12/31/2038	16,455.04	5.672%	12,133.28	28,588.32
12/31/2039	16,455.04	5.672%	11,199.96	27,655.00
12/31/2040	16,455.04	5.672%	10,266.62	26,721.66
12/31/2041	16,455.04	5.672%	9,333.30	25,788.34
12/31/2042	16,455.04	5.672%	8,399.96	24,855.00
12/31/2043	16,455.04	5.672%	7,466.64	23,921.68
12/31/2044	16,455.04	5.672%	6,533.30	22,988.34
12/31/2045	16,455.04	5.672%	5,599.98	22,055.02
12/31/2046	16,455.04	5.672%	4,666.64	21,121.68
12/31/2047	16,455.04	5.672%	3,733.32	20,188.36
12/31/2048	16,455.04	5.672%	2,799.98	19,255.02
12/31/2049	16,455.04	5.672%	1,866.66	18,321.70
12/31/2050	16,455.04	5.672%	933.32	17,388.36
Total	\$411,376.00	-	\$303,332.13	\$714,708.13

SIGNIFICANT DATES

Filing Date	1/01/2026
First Payment Date	12/31/2026

Project	Total Project Cost	MPS & Stormwater	State of MN	Total Sources	Total Bond Amount
Final Wear Course	\$ 411,376	\$ -	\$ -	\$ -	\$ 411,376
Meadows Parking Lot	\$ 278,772	\$ -	\$ -	\$ -	\$ 278,772
14th ST, 16th ST & 6th AVE N	\$ 3,263,271	\$ 202,797	\$ -	\$ 202,797	\$ 3,060,474
4th AVE & 30th ST N	\$ 776,764	\$ -	\$ -	\$ -	\$ 776,764
4th AVE, 5th AVE & 6th ST S	\$ 2,067,876	\$ 678,331	\$ -	\$ 678,331	\$ 1,389,545
10-1/2 ST Street & Drainage Impr.	\$ 1,099,000	\$ 250,000	\$ 600,000	\$ 850,000	\$ 249,000
Country Heritage Rehab	\$ 1,143,724	\$ -	\$ -	\$ -	\$ 1,143,724
Misc Petitioned San Sewer Repairs	\$ 455,981	\$ -	\$ -	\$ -	\$ 455,981
9th Ave S (14th-17th St) & 10th Ave S (14th-16th St)	\$ 1,300,386	\$ -	\$ -	\$ -	\$ 1,300,386
14th Ave S, 13th St S & 18th St S	\$ 2,765,200	\$ 682,700	\$ -	\$ 682,700	\$ 2,082,500
River Drive, Elm St & 18th Ave S	\$ 1,491,449	\$ 313,331	\$ -	\$ 313,331	\$ 1,178,118
Total	\$ 15,053,799	\$ 2,127,159	\$ 600,000	\$ 2,727,159	\$ 12,326,640

\$4,505,000

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Current Refunding of 2014A WW

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% DS
02/01/2026	-	-	-	-	-
02/01/2027	-	-	308,467.36	308,467.36	323,890.73
02/01/2028	-	-	225,250.00	225,250.00	236,512.50
02/01/2029	-	-	225,250.00	225,250.00	236,512.50
02/01/2030	380,000.00	5.000%	225,250.00	605,250.00	635,512.50
02/01/2031	975,000.00	5.000%	206,250.00	1,181,250.00	1,240,312.50
02/01/2032	1,030,000.00	5.000%	157,500.00	1,187,500.00	1,246,875.00
02/01/2033	1,050,000.00	5.000%	106,000.00	1,156,000.00	1,213,800.00
02/01/2034	1,070,000.00	5.000%	53,500.00	1,123,500.00	1,179,675.00
Total	\$4,505,000.00	-	\$1,507,467.36	\$6,012,467.36	\$6,313,090.73

SIGNIFICANT DATES

Dated	9/18/2025
Delivery Date	9/18/2025
First Coupon Date	8/01/2026

Yield Statistics

Bond Year Dollars	\$30,149.35
Average Life	6.692 Years
Average Coupon	5.0000000%
Net Interest Cost (NIC)	3.7226544%
True Interest Cost (TIC)	3.5437588%
Bond Yield for Arbitrage Purposes	4.0207732%
All Inclusive Cost (AIC)	3.6672965%

IRS Form 8038

Net Interest Cost	3.2234023%
Weighted Average Maturity	6.703 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule.

The actual underwriter's discount bid may also vary

\$4,505,000

City of Moorhead, Minnesota

General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B

Current Refunding of 2014A WW

Debt Service Comparison -- Accrual Basis

Calendar Year	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
2025	-	489,800.00	489,800.00	489,800.00	-
2026	195,842.36	-	195,842.36	484,200.00	288,357.64
2027	225,250.00	-	225,250.00	362,600.00	137,350.00
2028	225,250.00	-	225,250.00	505,400.00	280,150.00
2029	225,250.00	-	225,250.00	492,200.00	266,950.00
2030	595,750.00	-	595,750.00	869,000.00	273,250.00
2031	1,156,875.00	-	1,156,875.00	870,200.00	(286,675.00)
2032	1,161,750.00	-	1,161,750.00	840,200.00	(321,550.00)
2033	1,129,750.00	-	1,129,750.00	810,200.00	(319,550.00)
2034	1,096,750.00	-	1,096,750.00	785,200.00	(311,550.00)
-	\$6,012,467.36	\$489,800.00	\$6,502,267.36	\$6,509,000.00	\$6,732.64

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	67,643.05
Net PV Cashflow Savings @ 4.021%(Bond Yield).....	67,643.05
Contingency or Rounding Amount.....	770.06
Net Present Value Benefit	\$68,413.11
Net PV Benefit / \$4,826,753.37 PV Refunded Debt Service	1.417%
Net PV Benefit / \$4,855,000 Refunded Principal...	1.409%
Net PV Benefit / \$4,505,000 Refunding Principal..	1.519%

Refunding Bond Information

Refunding Dated Date	9/18/2025
Refunding Delivery Date	9/18/2025

\$7,200,000

City of Moorhead, Minnesota

General Obligation Wastewater Revenue Bonds, Series 2014A

Debt Service To Maturity And To Call

Date	Refunded Bonds	D/S To Call	Principal	Coupon	Interest	Refunded D/S
09/18/2025	-	-	-	-	-	-
11/01/2025	4,855,000.00	4,855,000.00	-	-	-	-
05/01/2026	-	-	-	-	97,100.00	97,100.00
11/01/2026	-	-	290,000.00	4.000%	97,100.00	387,100.00
05/01/2027	-	-	-	-	91,300.00	91,300.00
11/01/2027	-	-	180,000.00	4.000%	91,300.00	271,300.00
05/01/2028	-	-	-	-	87,700.00	87,700.00
11/01/2028	-	-	330,000.00	4.000%	87,700.00	417,700.00
05/01/2029	-	-	-	-	81,100.00	81,100.00
11/01/2029	-	-	330,000.00	4.000%	81,100.00	411,100.00
05/01/2030	-	-	-	-	74,500.00	74,500.00
11/01/2030	-	-	720,000.00	4.000%	74,500.00	794,500.00
05/01/2031	-	-	-	-	60,100.00	60,100.00
11/01/2031	-	-	750,000.00	4.000%	60,100.00	810,100.00
05/01/2032	-	-	-	-	45,100.00	45,100.00
11/01/2032	-	-	750,000.00	4.000%	45,100.00	795,100.00
05/01/2033	-	-	-	-	30,100.00	30,100.00
11/01/2033	-	-	750,000.00	4.000%	30,100.00	780,100.00
05/01/2034	-	-	-	-	15,100.00	15,100.00
11/01/2034	-	-	755,000.00	4.000%	15,100.00	770,100.00
Total	\$4,855,000.00	\$4,855,000.00	\$4,855,000.00	-	\$1,164,200.00	\$6,019,200.00

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	9/18/2025
Average Life	6.114 Years
Average Coupon	3.9218589%
Weighted Average Maturity (Par Basis)	6.114 Years
Weighted Average Maturity (Original Price Basis)	6.079 Years

Refunding Bond Information

Refunding Dated Date	9/18/2025
Refunding Delivery Date	9/18/2025

\$7,200,000

City of Moorhead, Minnesota

General Obligation Wastewater Revenue Bonds, Series 2014A

Total Refunded Debt Service -- Accrual Basis

Calendar Year	Principal	Coupon	Interest	Total P+I
2026	290,000.00	4.000%	194,200.00	484,200.00
2027	180,000.00	4.000%	182,600.00	362,600.00
2028	330,000.00	4.000%	175,400.00	505,400.00
2029	330,000.00	4.000%	162,200.00	492,200.00
2030	720,000.00	4.000%	149,000.00	869,000.00
2031	750,000.00	4.000%	120,200.00	870,200.00
2032	750,000.00	4.000%	90,200.00	840,200.00
2033	750,000.00	4.000%	60,200.00	810,200.00
2034	755,000.00	4.000%	30,200.00	785,200.00
-	\$4,855,000.00	-	\$1,164,200.00	\$6,019,200.00

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	9/18/2025
Average Life	6.114 Years
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Weighted Average Maturity (Par Basis)	6.114 Years
Weighted Average Maturity (Original Price Basis)	6.079 Years

Refunding Bond Information

Refunding Dated Date	9/18/2025
Refunding Delivery Date	9/18/2025



**MINUTES OF THE CITY COUNCIL
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.
July 14, 2025 - 5:30 PM**

1. Call to Order/Roll Call

Roll call of the members was made as follows:

Present (7): Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Absent (1): Ryan Nelson

2. Pledge of Allegiance

3. Agenda Amendments

City Manager Mahli requested the addition of a hearing related to Onyx Bar & Grill liquor license violation under New Business.

Motion to Approve Amended Agenda made by Heather Nesemeier and seconded by Sebastian McDougall.

For 7: Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

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.

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

For 7: 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. MoorHeart Recognition: Sarah Opitz

Governmental Affairs Director Lisa Bode presented the MoorHeart award to Sarah Opitz whose work with the Lotus Center and the community has had a significant impact within Moorhead.

B. Presentation: First Community Credit Union

City Manager Dan Mahli introduced First Community Credit Unions Chris Howell and Tye Jensen who presented a donation of \$50,000 for the Matson Grandstand.

6. Approve Minutes

A. June 23, 2025 Meeting Minutes

Council member White noted that roll call was missing on the June 23, 2025 meeting minutes.

Motion to Approve made by Emily Moore and seconded by Sebastian McDougall.
For 7: 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)

Moorhead resident thanked the City of Moorhead for their support of Flutter Fest.
Moorhead resident addressed the council regarding a levee project.
Business owner Kumar Sharma addressed the council regarding a conditional use permit for his business.

8. *Mayor and Council Appointments

9. Public Hearings (5:45 pm)

A. Public Hearing to Consider Actions Relating to Declaration of a Hazardous Building –
1407 4th Avenue North, Parcel No. 58.218.0630

Motion to Open Public Hearing made by Deb White and seconded by Heather Nesemeier. For 7: 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 Director Kristie Leshovsky presented historical information on the declaration of a hazardous building at 1407 4th Ave. N. and proposed plans for declaration and demolition of the hazardous building.

Motion to Close Public Hearing made by Heather Nesemeier and seconded by Deb White. For 7: Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

B. Resolution to Declare 1407 4th Avenue North structure a hazardous building under Minnesota Statute 463 and order the owner of the hazardous building to correct or remove the hazardous conditions of the building

Motion to Approve Item 9B. and 9C. made by Lisa Borgen and seconded by Sebastian McDougall.

For 7: Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

C. Resolution to Authorize Agreement(s) necessary to abate the hazardous conditions of

1407 4th Avenue North by demolition if the owner fails to address hazardous conditions

10. Community Development Department

- A. *Resolution to Approve 2025 Request for Art – Sidewalk Stamps
- B. Resolution to Deny Boulevard Parking Request from FM Auto Sales, LLC at 1702 Main Ave

City Planner Robin Huston shared information on the request for boulevard parking at FM Auto Sales located at 1702 Main Ave. Staff recommendation was to deny the request.

Motion to Approve the Resolution to deny the request made by Lisa Borgen and seconded by Chuck Hendrickson.

For 4: Emily Moore, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 3: Nicole Mattson, Heather Nesemeier, Deb White

Abstain/Recuse 0: None

Motion Failed

11. Economic Development

12. Engineering Department

- A. *Resolution to Approve Local Road Improvement Program Grant Agreement for the Reconstruction of 34th St N from 4th Ave S to 3rd Ave N. Eng. No. 23-02-01

13. Fire Department

14. Moorhead Public Service

- A. *Resolution to Approve Exhibits to the Firm Electric Service Contract with WAPA and Updated Interconnection Contract and Updated Exhibits with WAPA and SPP
- B. *Resolution to Award Bid for Construction Phase of Ozone Generator and Equipment Replacement Project at MPS' Water Treatment Plant

15. Parks and Recreation Department

- A. *Resolution to Accept Funds for the Matson Field Grandstand Project and Enter into Agreement for Naming Rights of the Hall of Fame Wall

16. Police Department

17. Public Works

18. Administration

- A. *Resolution to Approve Representation Consent Agreement related to Negotiation and Drafting of a Mutual Aid Agreement Between the Cities of West Fargo, North Dakota, and Moorhead, Minnesota

19. Mayor and Council Reports

Council Member Heather Nesemeier volunteered at the Clay County fair along with the Clay County Extension Committee. Ms. Nesemeier extended her thanks to those who helped with the fair and everyone who participated. Ms. Nesemeier congratulated Sarah Opitz for winning the Moorheart Award. Council Member Nesemeier attended the groundbreaking for Mattson Memorial Field.

Council Member White announced that they are having the next Conversations with Council Members event on July 22. Ms. White also mentioned that the next Night to Unite is happening next month as well.

Mayor Carlson attended 23 meetings and events. Ms. Carlson attended the RRRDC Board meeting, the MCCJPA Board Meeting as well as a meeting with the Metro Flood Diversion Authority. Mayor Carlson extended thanks to Colonel Swenson for meeting with herself and other area mayors. Ms. Carlson participated in a panel presentation at the League of Minnesota Conference. Mayor Carlson recognized Communications Coordinator Kelly Kuntz and Assistant City Manager Mike Rietz for presenting on Training the Civic Pipeline as well as Downtown Moorhead Inc. Director Derrick LaPoint for presenting on Redevelopment Projects in the City. Mayor Carlson highlighted the Friendship City Signing event with the City of Zakho and their Mayor Guhdar Sheeko. Ms. Carlson participated in the Beyond the Yellow Ribbon group and extended thanks to Heather Nesemeier for getting the city involved. Lastly, Mayor Carlson mentioned that it is Disability Pride Month and that they met with local disability advocates and community members.

20. City Manager Reports

City Manager Mahli shared that Moorhead was recognized as a Step 5 city for the Green Step City Award at the League of MN Cities Conference. Mr. Mahli extended his thanks to Ethan Johnk and the team who helped organize it.

21. Executive Session

22. New Business

A. Hearing related to Onyx Bar & Grill Liquor License Violation

Lieutenant Mike Detloff shared history of the previous violations at the business along with an outline of the escalation of violations. Mr. Saintal addressed the council regarding the incident resulting in the third violation

Motion to Uphold the Third Violation Sanctions made by Heather Nesemeier and seconded by Lisa Borgen.

For 7: Nicole Mattson, Heather Nesemeier, Emily Moore, Deb White, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

23. Adjourn

Meeting adjourned at 6:52pm



City Council Communication

July 28, 2025

SUBJECT:

Resolution to Approve Boulevard Parking Request from FM Auto Sales, LLC at 1702 Main Avenue (Parcel 58.721.0620)

RECOMMENDATION:

The Mayor and City Council are asked to consider a request from FM Auto Sales, LLC to park vehicles for sale on the boulevard at 1702 Main Avenue.

BACKGROUND/KEY POINTS:

At the July 14 meeting, the Mayor and Council discussed a request of FM Auto Sales, 1702 Main Avenue, to park vehicles on the grass boulevard. The request was recommended for denial as a site plan and documented need for the parking had not been provided. Ultimately, the resolution to deny the request did not pass and no additional motions were made.

Since that time, staff met with the property and business owner and coordinated a drone photo of the site to show the constraints of parking on the existing paved area.



*Aerial photo - July 17, 2025
Site parking - fully on hard surface lot*



City Council Communication

July 28, 2025



July 17, 2025 - South area of building; constricted area entering overhead doors

FM Auto Sales submitted a request for parking for-sale vehicles on the boulevard. Although the original request was to park vehicles fully on the boulevard, after listening to discussion at the July 14 meeting, FM Auto Sales believes that parking the front half of the vehicles/front tires only will provide the site access and parking needed on the site. The area in the NW corner of the property has additional area and could accommodate 1-3 cars fully parked in this area. This compromise lessens the weight on the grass, provides additional area for ingress and egress throughout the site and building, and provides the flexibility needed for the business.

The attached resolution, in addition to providing the terms and conditions of approval which include repair of the grass and/or replacement of tree/s if damaged, would provide for the following:



- Boulevard Parking – front tires/front half of vehicle only
- Boulevard Parking – full vehicle, may not block/impede access to utility box
- No boulevard parking
- No parking – property owned by adjacent owner



City Council Communication

July 28, 2025

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Robin Huston, City Planner / Zoning Administrator

Brittany Cameron, Assistant City Planner

Attachments: General Location Map, Draft Resolution



2

General Location Map
1702 Main Ave
58.721.0620



RESOLUTION

Resolution to Approve Boulevard Parking Request from FM Auto Sales, LLC at 1702 Main Avenue (Parcel 58.721.0620)

WHEREAS, FM Auto Sales, LLC, has requested to park vehicles for sale on the Main Avenue boulevard adjacent to 1702 Main Avenue (Parcel 58.721.0620), legally described as:

Lots 19 through 24, both inclusive, Block 26 of Schreiber's First Addition to the City of Moorhead, according to the official plat thereof on file and of record, together with all rights of access from Truck Highway No. 52 to Lot 24 and the North one-half of Lot 23, Block 26 of Schreiber's First Addition; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the request of FM Auto Sales, LLC to park vehicles for sale on the Main Avenue boulevard adjacent to at 1702 Main Avenue (Parcel 58.721.0620) is hereby approved, contingent upon the following:

1. Boulevard area may be used for parking as shown on Exhibit A and described as:
 - a. Along southwestern property line - front tires/front half of vehicle behind trees, and
 - b. Along northwestern property line - full vehicle parking behind trees, and
 - c. Along the northern property line - no boulevard parking.
2. There shall be a four (4) foot clearance on the sides of ground mounted public utility equipment and street lights.
3. There shall be a ten (10) foot clearance on the door-side of ground mounted public utility equipment.
4. Vehicles shall not be driven over and/or parked on the sidewalk.
5. Vehicles shall access boulevard parking from private property. No vehicles shall be driven over curb.
6. FM Auto Sales, LLC is responsible for any tree replacement and re-establishment of grass areas damaged by vehicles within boulevard parking area, including past damage. Grass areas that may no longer be used for parking must be re-established by June 30, 2026.
7. City retains the right to require FM Auto Sales, LLC to temporarily or permanently remove vehicles from the boulevard at any time.
8. Boulevard area utilized for parking is limited to the current owner, FM Auto Sales, LLC. FM Auto Sales, LLC may not assign or transfer any right to utilize the City right of way/boulevard without written consent of the City. Future owners of the property may not utilize the City right of way/boulevard unless approved by the City.
9. FM Auto Sales, LLC will be required to obtain a ROW Encroachment Permit and meet all requirements of said permit before parking vehicles on boulevard. This includes:
 - a. Proof of Public Liability Insurance naming the City as an additional Insured party,
 - b. Certificate of Compliance: Minnesota Workers Compensation Law,
 - c. Tax Identification Form, and
 - d. Payment of \$50.00 Fee for Permanent Encroachment Permit.

10. FM Auto Sales, LLC releases the City of Moorhead, its officers, employees, agents, or designees from any and all claims relating to or arising out of FM Auto Sales, LLC use of the City right of way/boulevard to park its vehicles and those of its customers, where known or unknown, foreseen or unforeseen, liquidated, unliquidated, fixed, contingent, material or immaterial, disputed or undisputed, suspected or unsuspected, asserted or unasserted direct or indirect, at law or in equity, commencing upon July 28, 2025, and FM Auto Sales, LLC understands and acknowledges the significance of such release and hereby assumes full responsibility for any losses that it may incur as a result of its execution of the permit.
11. FM Auto Sales, LLC shall comply with all applicable federal, state, and local laws and regulations. FM Auto Sales, LLC is deemed to be the responsible party for purposes of compliance with federal, state, and local laws and regulations with respect to its operations on the City right of way/boulevard. FM Auto Sales, LLC further agrees to indemnify, defend, and hold harmless the City of Moorhead, its officers, employees, agents and designees from any and all claims brought by any government agency or any third party arising from or related to federal, state, and local laws and regulations, its use of the City right of way/boulevard, or its execution of the permit.
12. The individual or individual(s) signing on behalf of FM Auto Sales, LLC are duly authorized to act on behalf of FM Auto Sales, LLC.

PASSED: July 28, 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

July 28, 2025

SUBJECT:

Resolution to Approve Vacation of a 30-foot Utility Easement within Prairie Parkway 2nd Addition

RECOMMENDATION:

The Mayor and Council are asked to consider a vacation of a 30-foot Utility Easement within Prairie Parkway 2nd Addition

BACKGROUND/KEY POINTS:

The request is to vacate an existing 30-foot Red River Valley Cooperative (RRVC) utility easement for electric lines that serve the two township parcels to the west of this parcel. RRVC services township parcels within city limits (i.e., parcels not attached to city).

This 1993 easement is no longer needed as these electrical lines are being relocated so they may continue to serve these homes and also so that the developer may better utilize this parcel.

The Moorhead Planning Commission considered the request at their July 15, 2025 meeting and unanimously recommended approval of the Vacation subject with no public comment. 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 Quorum

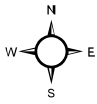
Submitted By:

Dan Mahli, City Manager

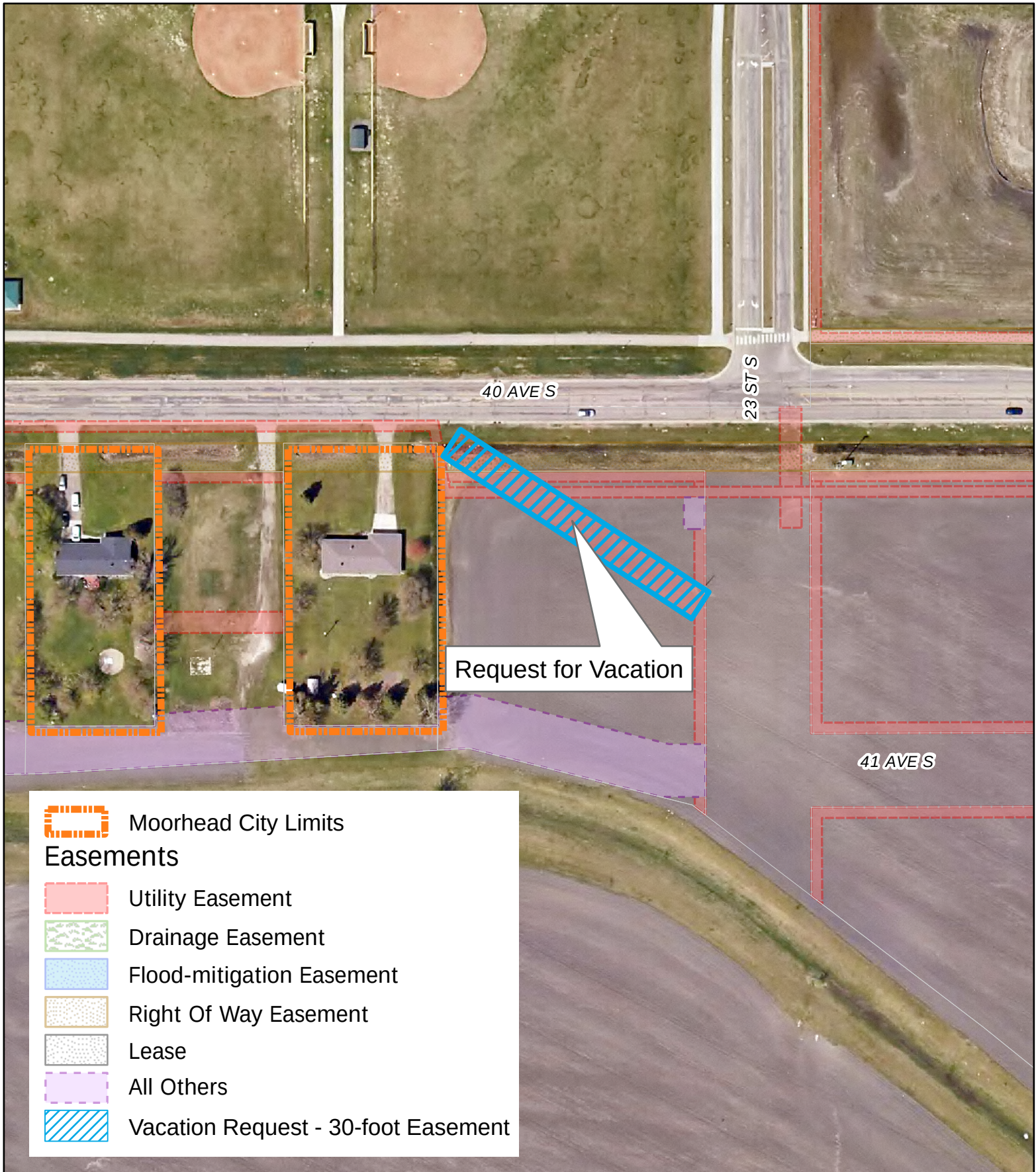
Robin Huston, City Planner / Zoning Administrator

Forrest Steinhoff, Assistant City Planner

Attachments: General Location Map, Draft Resolution with Findings of Fact



General Location Map
Vacation of Easement
4051 23rd St S - 58.625.0050
30-foot Utility Easement



RESOLUTION

Resolution to Approve Vacation of a 30-foot Utility Easement within Prairie Parkway 2nd Addition

WHEREAS, Lowry Engineering, on behalf of Prairie Parkway II, LLC has requested a vacation of a 30-foot Red River Valley Cooperative Electric Utility Easement within Prairie Parkway 2nd Addition, described as follows:

A 30-foot Red River Valley Cooperative electric easement in the NE corner of Lot 5, Block 1, Prairie Parkway 2nd Addition recorded as Document #463776 and on Document #853800; and

WHEREAS, a public hearing to consider the vacation request was held on July 15, 2025 before the Moorhead Planning Commission following public notice as required by law and all interested and affected persons were given an opportunity to voice their concerns; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Council herein adopts the Findings of Fact approved by the Moorhead Planning Commission in the attached Exhibit A and approved the easement vacation within Prairie Parkway 2nd Addition, described as follows:

A 30-foot Red River Valley Cooperative electric easement in the NE corner of Lot 5, Block 1, Prairie Parkway 2nd Addition recorded as Document #463776 and on Document #853800

contingent upon the following conditions:

1. Owner/Applicant is responsible for any additional actions relating to extinguishing the easement with Red River Valley Cooperative.
2. Other existing easements running east/west on the north side of this parcel are not vacated along with this easement.
3. Owner/Applicant is responsible for rerouting and reestablishing easements for existing utilities.

4. Owner/Applicant to receive all required federal, state and local permits.

PASSED: July 28, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

EXHIBIT A

Easement Vacation Moorhead Planning Commission Findings of Fact

REQUEST: Vacation of 30-foot Red River Valley Cooperative Electric Utility Easement
LOCATION: 4051 23rd Street S – Parcel 58.625.0050
OWNER/APPLICANT: Lowry Engineering, on behalf of Prairie Parkway II, LLC
FILE NO: 25P012

WHEREAS, the Moorhead Planning Commission received a full and complete application for Vacation of Easement within Prairie Parkway 2nd Addition, described as:

A 30-foot Red River Valley Cooperative electric easement in the NE corner of Lot 5, Block 1, Prairie Parkway 2nd Addition; and

WHEREAS, the vacation is no longer needed as the electrical lines are being relocated; and

WHEREAS, the Moorhead Planning Commission held a public hearing on the aforementioned request on July 15, 2025; and

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

Findings of Fact

- A full and complete application was filed by Lowry Engineering, on behalf of Prairie Parkway II, LLC, received on June 23, 2025 (herein referred to as "Application") seeking a Vacation of Easement within Prairie Parkway 2nd Addition, legally described as:

A 30-foot Red River Valley Cooperative electric easement in the NE corner of Lot 5, Block 1, Prairie Parkway 2nd Addition.
- The request is to accommodate mixed-use development.
- A public hearing was held by the Planning Commission on July 15, 2025 on the application allowing all interested persons an opportunity to speak, full and complete record of which is detailed in the minutes of the Moorhead Planning Commission.
- The request has been found consistent with the following considerations:
 - A. The proposed action has been considered in relation to the specific policies and provisions of, and has been found to be consistent with, the official City Comprehensive Plan and with the purpose of the zoning district in which the applicant intends to locate the proposed use.
 - The proposed vacation is consistent with the 2022 Comprehensive Plan and Zoning Code.
 - B. The proposed vacation request is compatible with the present and future uses of the area.
 - The proposed vacation will not be detrimental to traffic, circulation, access, emergency services, or utilities facilities.
 - C. The proposed action will benefit the public interest.
 - The proposed vacation will accommodate mixed-use development. The proposed action has been considered in relation to City Charter, City Code and MN State Statutes and Rules and has been found consistent with said regulations.

NOW, THEREFORE, BE IT RESOLVED by the Moorhead Planning Commission that based upon the above Findings of Fact, the request of Lowry Engineering, on behalf of Prairie Parkway II, LLC, for Vacation of Easement within Prairie Parkway 2nd Addition, legally described as:

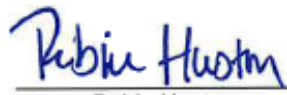
A 30-foot Red River Valley Cooperative electric easement in the NE corner of Lot 5, Block 1, Prairie Parkway 2nd Addition

is hereby approved contingent upon:

1. Owner/Applicant is responsible for any additional actions relating to extinguishing the easement with Red River Valley Cooperative.
2. Other existing easements running east/west on the north side of this parcel are not vacated along with this easement.
3. Owner/Applicant is responsible for rerouting and reestablishing easements for existing utilities.
4. Owner/Applicant to receive all required federal, state and local permits.

PASSED by the Moorhead Planning Commission this 15th day of July, 2025.


Robert Seigel, Vice Chair
Moorhead Planning Commission


Attest: Robin Huston,
City Planner/Zoning Administrator



City Council Communication

July 28, 2025

SUBJECT:

Resolution to Approve Conditional Use Permits for Dynamic Display Signs at 1100 30th Avenue S and 1409 Main Avenue SE

RECOMMENDATION:

The Mayor and City Council are asked to consider Conditional Use Permits for Dynamic Display Signs at 1100 30th Avenue S and 1409 Main Avenue SE.

BACKGROUND/KEY POINTS:

Kwik Trip, Inc is requesting Conditional Use Permits to install On Premise Dynamic Display Signs at two new gas station/convenience store sites. Recent text amendments require this type of sign to obtain a Conditional Use Permit to install said signs at the following locations:

1100 30th Ave S - MU-4: Gateway Mixed Use and
1409 Main Ave SE - CC: Community Commercial zoning

The Moorhead Planning Commission considered the request at their July 15, 2025 meeting and unanimously recommended approval of the Conditional Use Permits 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

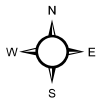
Voting Requirements: Majority of Council

Submitted By:

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

Attachments: General Location Maps

Draft Resolution with Findings of Fact - 1100 30th Avenue S
Draft Resolution with Findings of Fact -1409 Main Avenue SE



General Location Map
1409 Main Ave SE
58.801.0020



RESOLUTION

Resolution to Approve a Conditional Use Permit for an On Premise Dynamic Display Sign in CC: Community Commercial at 1409 Main Avenue SE

WHEREAS, Kwik Trip, Inc has requested a Conditional Use Permit for an On-Premise Dynamic Display Sign in CC: Community Commercial at 1409 Main Avenue SE (Parcel 58.801.0020) legally described as:

Lot 2, Block 1, Twelfth Avenue Business Park 2nd Addition; and

WHEREAS, the Moorhead Planning Commission held a public hearing on July 15, 2025 and approved findings of fact (Exhibit A) and voted unanimously to recommend approval of the Conditional Use Permit contingent on 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 for an On Premise Dynamic Display Sign in CC: Community Commercial at 1409 Main Avenue SE (Parcel 58.801.0020) 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. No sign may be placed within 200 feet of residential use.
2. Sign may not face residential uses.
3. Sign must meet sign and visibility standards in 10-22-3 and 10-19-16.
4. One (1) double-sided frame is permitted per free-standing sign structure.
5. Sound from sign is prohibited.
6. Sign may not change lighted display to create a visual nuisance by having rapid rotating, revolving, scrolling, flashing, blinking, strobing, etc.
7. Sign illumination may not be brighter than reasonably necessary for clear and adequate visibility.
8. All sources of artificial light other than streetlights shall be fixed, directed, or designed so that the source of light is directed away from adjoining residences, streets, or sidewalks.
9. Sign may not be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to otherwise interfere with a driver's operation of a motor vehicle.
10. Sign shall be equipped with a functioning dimming mechanism.
11. Installer is obligated to check for any or all underground utilities or services before excavating for sign foundation.
12. All sign installations shall conform to Minnesota Department of Transportation and Federal aviation regulations, wherever applicable, and receive written permission, as required.
13. Owner/Applicant to receive all required federal, state and local permits.

PASSED: July 28, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

Michelle (Shelly) A. Carlson, Mayor

ATTEST:

Christina Rust, City Clerk

EXHIBIT A

Conditional Use Permit Moorhead Planning Commission Findings of Fact

REQUEST: Conditional Use Permit - On Premise Dynamic Display Sign in CC: Community Commercial
LOCATION: 1409 Main Avenue Southeast – Parcel 58.801.0020
APPLICANT/OWNER: Kwik Trip, Inc.
FILE NO: 24P010

WHEREAS, the Moorhead Planning Commission received a full and complete application for a Conditional Use Permit - On Premise Dynamic Display Sign in CC: Community Commercial; and

WHEREAS, the Moorhead Planning Commission held a public hearing on the aforementioned request on July 15, 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 Kwik Trip, Inc and received on June 3, 2025 (herein referred to as "Application") seeking a Conditional Use Permit - On Premise Dynamic Display Sign in CC: Community Commercial at 1409 Main Ave SE, Parcel 58.801.0020, legally described as:

Lot 2, Block 1, Twelfth Avenue Business Park 2nd Addition, City of Moorhead, Clay County, Minnesota.
2. The property is zoned CC: Community Commercial, which permits On Premise Dynamic Display Signs as a conditional use.
3. A public hearing was held by the Planning Commission on July 15, 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 CC: Community Commercial 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.
 - On Premise Dynamic Display Signs are a conditional use in the CC: Community Commercial zoning district and the property is guided toward Commercial 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 Dynamic Display Signs 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.
 - No additional traffic will be generated by the proposed signs.
- 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.

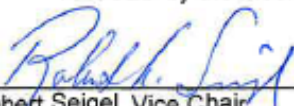
NOW, THEREFORE, BE IT RESOLVED by the Moorhead Planning Commission that based upon the above Findings of Fact, the request of Kwik Trip, Inc for a Conditional Use Permit - On Premise Dynamic Display Sign in CC: Community Commercial at 1409 Main Ave SE, Parcel 58.801.0020, legally described as:

Lot 2, Block 1, Twelfth Avenue Business Park 2nd Addition, City of Moorhead, Clay County, Minnesota.

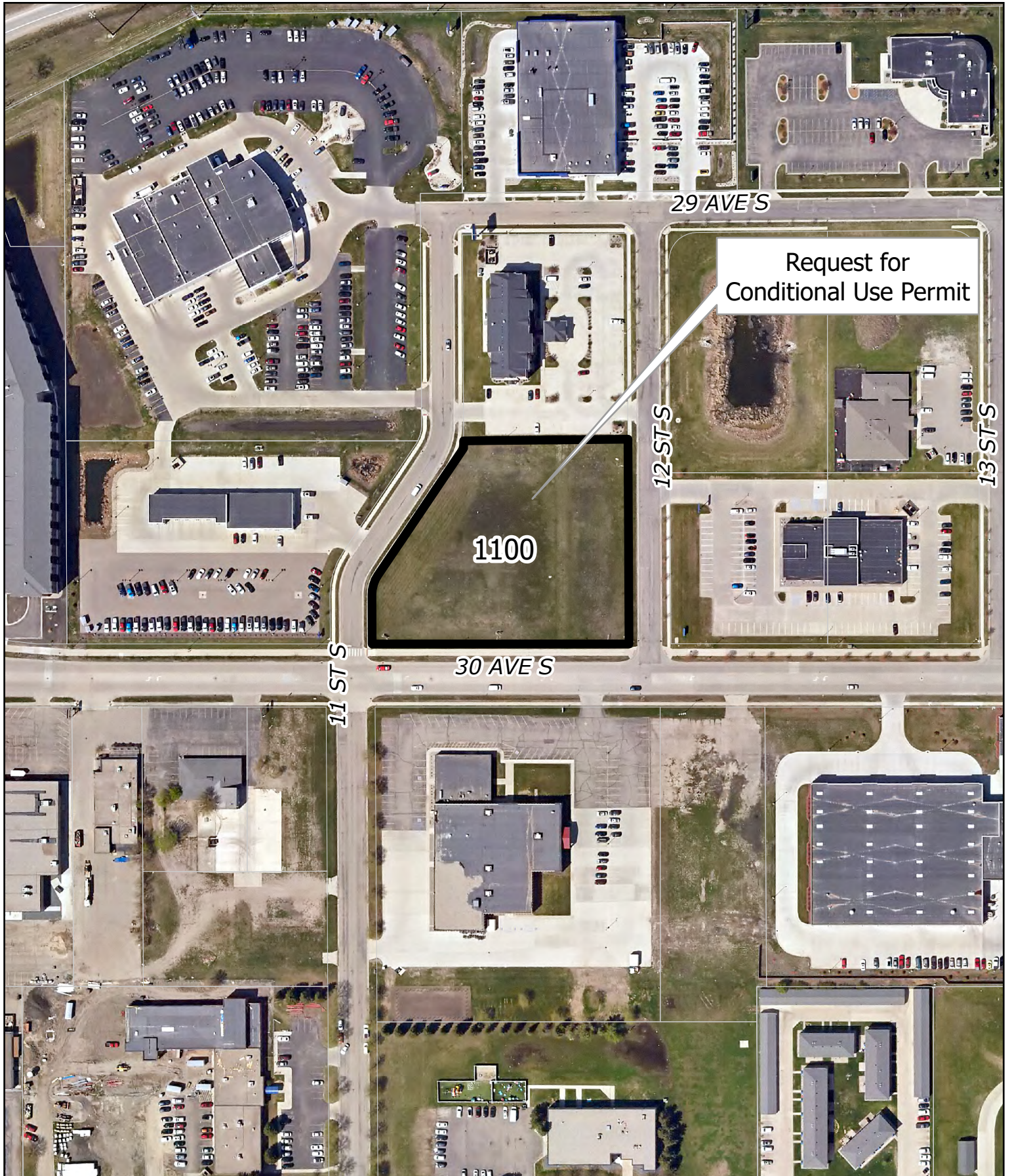
is hereby approved contingent upon:

1. No sign may be placed within 200 feet of residential use.
2. Sign may not face residential uses.
3. Sign must meet sign and visibility standards in 10-22-3 and 10-19-16.
4. One (1) double-sided frame is permit per free-standing sign structure.
5. Sound from sign is prohibited.
6. Sign may not change lighted display to create a visual nuisance by having rapid rotating, revolving, scrolling, flashing, blinking, strobing, etc.
7. Sign illumination may not be brighter than reasonably necessary for clear and adequate visibility.
8. All sources of artificial light other than streetlights shall be fixed, directed, or designed so that the source of light is directed away from adjoining residences, streets, or sidewalks.
9. Sign may not be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to otherwise interfere with a driver's operation of a motor vehicle.
10. Sign shall be equipped with a functioning dimming mechanism.
11. Installer is obligated to check for any or all underground utilities or services before excavating for sign foundation.
12. All sign installations shall conform to Minnesota Department of Transportation and Federal aviation regulations, wherever applicable, and receive written permission, as required.
13. Owner/Applicant to receive all required federal, state and local permits.

PASSED by the Moorhead Planning Commission this 15th day of July, 2025.


Robert Seigel, Vice Chair
Moorhead Planning Commission


Attest: Robin Huston,
City Planner/Zoning Administrator



RESOLUTION

Resolution to Approve a Conditional Use Permit for an On-Premise Dynamic Display Sign in MU-4: Gateway Mixed Use at 1100 30th Avenue S

WHEREAS, Kwik Trip, Inc has requested a Conditional Use Permit for an On-Premise Dynamic Display Sign in MU-4: Gateway Mixed Use at 1100 30th Avenue S (Parcel 58.163.0020) legally described as:

Lot 2, Block 1, Comstock's 6th Addition; and

WHEREAS, the Moorhead Planning Commission held a public hearing on July 15, 2025 and approved findings of fact (Exhibit A) and voted unanimously to recommend approval of the Conditional Use Permit contingent on 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 for an On Premise Dynamic Display Sign in MU-4: Gateway Mixed Use at 1100 30th Avenue S (Parcel 58.163.0020) 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. No sign may be placed within 200 feet of residential use.
2. Sign may not face residential uses.
3. Sign must meet sign and visibility standards in 10-22-3 and 10-19-16.
4. One (1) double-sided frame is permitted per free-standing sign structure.
5. Sound from sign is prohibited.
6. Sign may not change lighted display to create a visual nuisance by having rapid rotating, revolving, scrolling, flashing, blinking, strobing, etc.
7. Sign illumination may not be brighter than reasonably necessary for clear and adequate visibility.
8. All sources of artificial light other than streetlights shall be fixed, directed, or designed so that the source of light is directed away from adjoining residences, streets, or sidewalks.
9. Sign may not be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to otherwise interfere with a driver's operation of a motor vehicle.
10. Sign shall be equipped with a functioning dimming mechanism.
11. Installer is obligated to check for any or all underground utilities or services before excavating for sign foundation.
12. All sign installations shall conform to Minnesota Department of Transportation and Federal aviation regulations, wherever applicable, and receive written permission, as required.
13. Owner/Applicant to receive all required federal, state and local permits.

PASSED: July 28, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

Michelle (Shelly) A. Carlson, Mayor

ATTEST:

Christina Rust, City Clerk

EXHIBIT A

Conditional Use Permit Moorhead Planning Commission Findings of Fact

REQUEST: Conditional Use Permit - On Premise Dynamic Display Sign in MU-4: Gateway Mixed Use
LOCATION: 1100 30th Avenue South – Parcel 58.163.0020
APPLICANT/OWNER: Kwik Trip, Inc.
FILE NO: 24P010

WHEREAS, the Moorhead Planning Commission received a full and complete application for a Conditional Use Permit - On Premise Dynamic Display Sign in MU-4: Gateway Mixed Use; and

WHEREAS, the Moorhead Planning Commission held a public hearing on the aforementioned request on July 15, 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 Kwik Trip, Inc and received on June 3, 2025 (herein referred to as "Application") seeking a Conditional Use Permit - On Premise Dynamic Display Sign in MU-4: Gateway Mixed Use at 1100 30th Ave S, Parcel 58.163.0020, legally described as:

Lot 2, Block 1, Comstock's 6th Addition, City of Moorhead, Clay County, Minnesota.
2. The property is zoned MU4: Gateway Mixed Use, which permits On Premise Dynamic Display Signs as a conditional use.
3. A public hearing was held by the Planning Commission on July 15, 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 MU4: Gateway Mixed Use 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.
 - On Premise Dynamic Display Signs are a conditional use in the MU4: Gateway Mixed Use zoning district and the property is guided toward Mixed Use 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 Dynamic Display Signs are compatible with the present and future uses of the area as there are other Dynamic Display Signs 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.
 - No additional traffic will be generated by the proposed signs.
- 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.

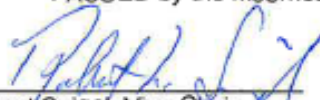
NOW, THEREFORE, BE IT RESOLVED by the Moorhead Planning Commission that based upon the above Findings of Fact, the request of Kwik Trip, Inc for a Conditional Use Permit - On Premise Dynamic Display Sign in MU-4: Gateway Mixed Use at 1100 30th Ave S, Parcel 58.163.0020, legally described as:

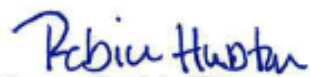
Lot 2, Block 1, Comstock's 6th Addition, City of Moorhead, Clay County, Minnesota.

is hereby approved contingent upon:

1. No sign may be placed within 200 feet of residential use.
2. Sign may not face residential uses.
3. Sign must meet sign and visibility standards in 10-22-3 and 10-19-16.
4. One (1) double-sided frame is permit per free-standing sign structure.
5. Sound from sign is prohibited.
6. Sign may not change lighted display to create a visual nuisance by having rapid rotating, revolving, scrolling, flashing, blinking, strobing, etc.
7. Sign illumination may not be brighter than reasonably necessary for clear and adequate visibility.
8. All sources of artificial light other than streetlights shall be fixed, directed, or designed so that the source of light is directed away from adjoining residences, streets, or sidewalks.
9. Sign may not be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to otherwise interfere with a driver's operation of a motor vehicle.
10. Sign shall be equipped with a functioning dimming mechanism.
11. Installer is obligated to check for any or all underground utilities or services before excavating for sign foundation.
12. All sign installations shall conform to Minnesota Department of Transportation and Federal aviation regulations, wherever applicable, and receive written permission, as required.
13. Owner/Applicant to receive all required federal, state and local permits.

PASSED by the Moorhead Planning Commission this 15th day of July, 2025.


Robert Selgel, Vice Chair
Moorhead Planning Commission


Attest: Robin Huston,
City Planner/Zoning Administrator



City Council Communication

July 28, 2025

SUBJECT:

Consider Actions Relating to Partridge Creek Addition

RECOMMENDATION:

The Mayor and City Council are asked to consider the following actions relating to Partridge Creek Addition:

- A. First Reading of Ordinance 2025-07: An Ordinance Amending the Official Zoning Map Rezoning Partridge Creek Addition from TZ: Transitional to RLD-3: Residential Low Density-3;
- B. Resolution to Approve Preliminary & Final Plat;
- C. Resolution to Approve Developer's Agreement.

BACKGROUND/KEY POINTS:

This property has historically been used for agriculture and was annexed into the city in 2004. It has been guided for residential development since then. This area was originally part of the Prairie Parkway Master Plan but has since been purchased by a new developer for this 85-lot single family development. This parcel, along with another 69-acres to the south, will develop a new master plan for the area for residential development.

The Moorhead Planning Commission considered the requests at their July 15, 2025 meeting and unanimously recommended approval of the requests with two public comments regarding concerns about density, quality of the development and impact to property values. The Planning Commission packet is available at:

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

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Not Applicable

Submitted By:

Dan Mahli, City Manager
Robin Huston, City Planner / Zoning Administrator
Brittany Cameron, Assistant City Planner

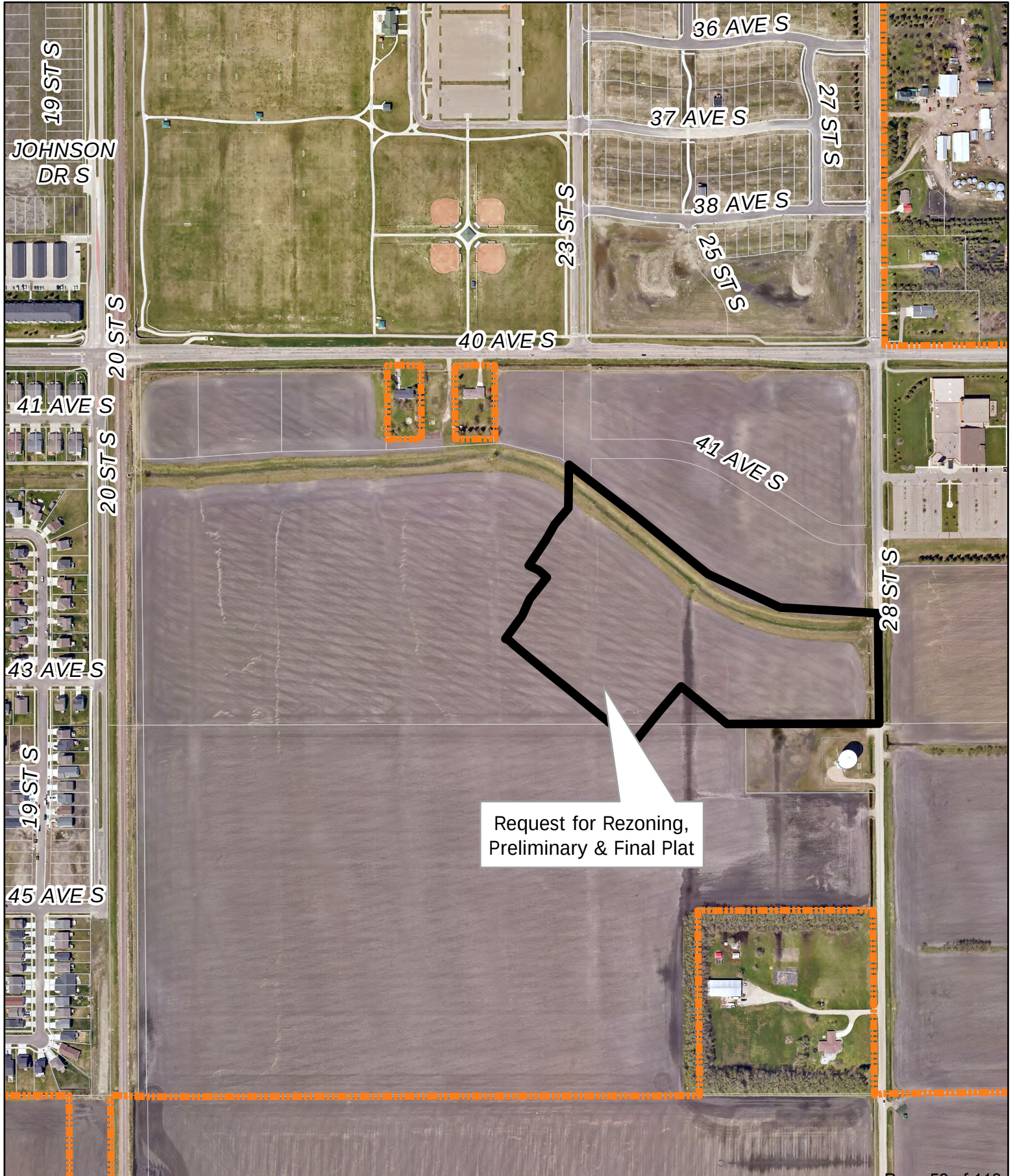
Attachments: General Location Map

Plat Drawing
Draft Ordinance 2025-07
Draft Resolution – Preliminary & Final Plat
Draft Resolution – Developer's Agreement



2

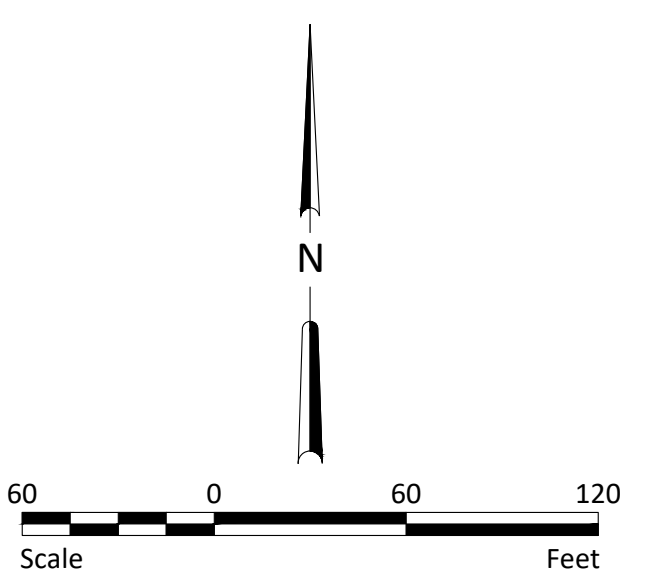
**Partridge Creek Addition
General Location Map
4301 28th St S & 0 40th St S
58.900.2855 & 58.900.2865**



Request for Rezoning,
Preliminary & Final Plat

PARTRIDGE CREEK ADDITION

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



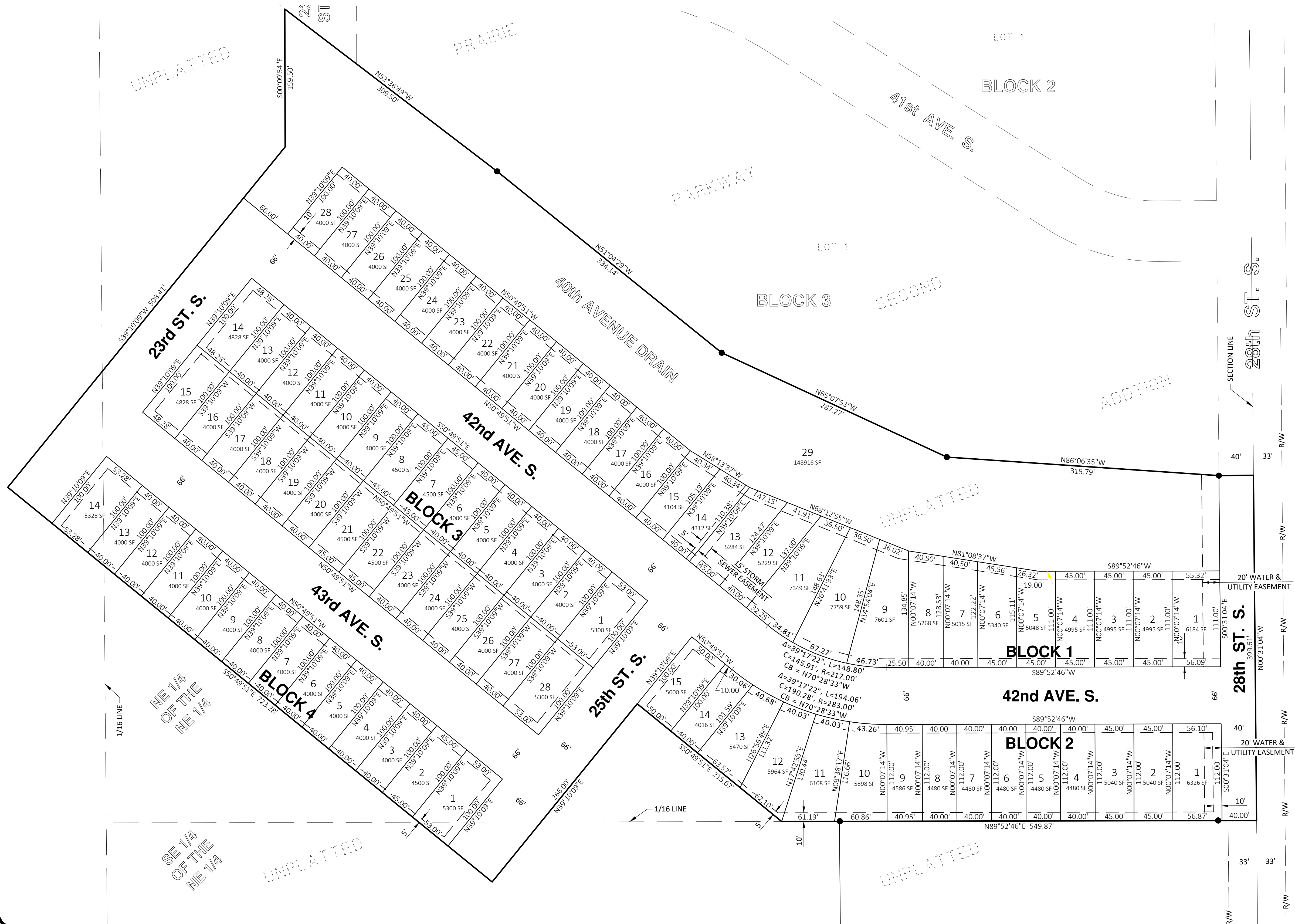
LEGEND

- 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

BEARINGS SHOWN ARE BASED ON MOORHEAD GIS HORIZONTAL DATUM.

BEING 5 FEET IN WIDTH AND ADJOINING LOT LINES, AND 10 FEET IN WIDTH AND ADJOINING RIGHT-OF-WAY LINES, UNLESS OTHERWISE INDICATED ON THE PLAT.

UTILITY EASEMENTS ARE SHOWN THUS



PRELIMINARY PLAT

HOUSTON
ENGINEERING, INC.
Sheet 1 of 2
Project No. 9004-0023

H:\JBN\9000\9004\9004_0023\CAD\Plat\Partridge Creek Addition.dwg

PARTRIDGE CREEK ADDITION

BEING A PLAT OF PART 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 Meridian Mortgage, 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, Clay County, Minnesota, described as follows:

Beginning at the southeast corner of Prairie Parkway 2nd Addition to the City of Moorhead, on file at the Clay County Recorder's Office; thence South 89°28'56" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 40.00 feet; thence North 86°06'35" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 315.79 feet; thence North 65°07'53" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 287.27 feet; thence North 51°04'29" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 334.14 feet; thence North 52°36'49" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 309.50 feet; thence South 00°09'54" East for a distance of 159.50 feet; thence South 39°10'09" West for a distance of 508.41 feet; thence South 50°49'51" East for a distance of 723.28 feet; thence North 39°10'09" East for a distance of 266.00 feet; thence South 39°10'09" East for a distance of 215.67 feet to a point of intersection with the southerly line of the Northeast Quarter of said Northeast Quarter; thence North 89°52'46" East, along the southerly line of the Northeast Quarter of said Northeast Quarter, for a distance of 549.87 feet to a point of intersection with the easterly line of said Northeast Quarter; thence North 00°31'04" West, along the easterly line of said Northeast Quarter, for a distance of 399.61 feet to the point of beginning.

Said tract contains 16.747 acres, more or less.

And that the owner has caused the above described tract of land to be surveyed and platted as **Partridge Creek 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:
Meridian Mortgage, 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 Meridian Mortgage, 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 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 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 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 505.21, 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

ORDINANCE NO. 2025-07

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP IN ACCORDANCE WITH
CHAPTER 3 OF TITLE 10 OF THE MOORHEAD CITY CODE REZONING PARTRIDGE
CREEK ADDITION FROM TZ: TRANSITIONAL TO RLD-3: RESIDENTIAL LOW DENSITY-3**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOORHEAD AS
FOLLOWS:

WHEREAS, Meridian Mortgage, LLC has requested a Zoning Map Amendment for Partridge Creek Addition, partially located on 0 40th Avenue S (Parcel 58.900.2865) and 4301 28th Street S (Parcel 58.900.2855), legally described as:

Part of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, Clay County, Minnesota, described as follows:

Beginning at the southeast corner of Prairie Parkway 2nd Addition to the City of Moorhead, on file at the Clay County Recorder's Office; thence South 89°28'56" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 40.00 feet; thence North 86°06'35" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 315.79 feet; thence North 65°07'53" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 287.27 feet; thence North 51°04'29" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 334.14 feet; thence North 52°36'49" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 309.50 feet; thence South 00°09'54" East for a distance of 159.50 feet; thence South 39°10'09" West for a distance of 508.41 feet; thence South 50°49'51" East for a distance of 723.28 feet; thence North 39°10'09" East for a distance of 266.00 feet; thence South 50°49'51" East for a distance of 215.67 feet to a point of intersection with the southerly line of the Northeast Quarter of said Northeast Quarter; thence North 89°52'46" East, along the southerly line of the Northeast Quarter of said Northeast Quarter, for a distance of 549.87 feet to a point of intersection with the easterly line of said Northeast Quarter; thence North 00°31'04" West, along the easterly line of said Northeast Quarter, for a distance of 399.61 feet to the point of beginning. Said tract contains 16.747 acres, more or less; and

WHEREAS, the Moorhead Planning Commission held a public hearing on July 15, 2025 and voted unanimously to recommend approval; and

WHEREAS, the City Council of the City of Moorhead finds pursuant to the purpose and intent found in Title 10, Chapter 3 of Moorhead City Code that the proposed rezoning of property would promote health, safety and general welfare.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Moorhead, Minnesota that the Official Zoning Map of the City of Moorhead, in accordance with Chapter 3 of Title 10 of the City Code of Moorhead, Minnesota is hereby amended to rezone Partridge Creek Addition from TZ: Transitional to RLD-3: Residential Low Density-3, described as:

Lot 1-28, Block 1
Lot 1-15, Block 2
Lot 1-28, Block 3
Lot 1-14, Block 4

Lot 29, Block 1 (ditch parcel) to be designated as P: Public Open Space

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

PASSED: July 28, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

Michelle (Shelly) A. Carlson, Mayor

ATTEST:

Christina Rust, City Clerk

First Reading: 7/28/2025

Second Reading:

E-Post Date:

Publication:

RESOLUTION

Resolution to Approve Preliminary and Final Plat relating to Partridge Creek Addition

WHEREAS, Meridian Mortgage, LLC has requested a preliminary and final plat approval for Partridge Creek Addition, legally described as:

Part of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, Clay County, Minnesota, described as follows:

Beginning at the southeast corner of Prairie Parkway 2nd Addition to the City of Moorhead, on file at the Clay County Recorder's Office; thence South 89°28'56" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 40.00 feet; thence North 86°06'35" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 315.79 feet; thence North 65°07'53" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 287.27 feet; thence North 51°04'29" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 334.14 feet; thence North 52°36'49" West, along the southerly line of said Prairie Parkway 2nd Addition, for a distance of 309.50 feet; thence South 00°09'54" East for a distance of 159.50 feet; thence South 39°10'09" West for a distance of 508.41 feet; thence South 50°49'51" East for a distance of 723.28 feet; thence North 39°10'09" East for a distance of 266.00 feet; thence South 50°49'51" East for a distance of 215.67 feet to a point of intersection with the southerly line of the Northeast Quarter of said Northeast Quarter; thence North 89°52'46" East, along the southerly line of the Northeast Quarter of said Northeast Quarter, for a distance of 549.87 feet to a point of intersection with the easterly line of said Northeast Quarter; thence North 00°31'04" West, along the easterly line of said Northeast Quarter, for a distance of 399.61 feet to the point of beginning. Said tract contains 16.747 acres, more or less; and

WHEREAS, the Moorhead Planning Commission held a public hearing regarding said request on July 15, 2025 and voted unanimously to recommend approval subject to conditions noted below; and

WHEREAS, the City Council of the City of Moorhead finds the preliminary and final plat of Partridge Creek Addition consistent with Title 11 of the Moorhead City Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the preliminary and final plat of Partridge Creek Addition is hereby approved contingent upon the following conditions:

- A. One access in and out is not permitted. A second access into development is waived temporarily with the condition that a second access point must be provided with the next phase of the development.
- B. Temporary dead-end streets required to have temporary cul-de-sacs.
- C. A stormwater pond will be constructed on these parcels (58.900.2865 & 58.900.2855) and will need to be completed in advance of or concurrent with the street construction for this addition in 2026.
- D. Plat Drawing:
 - a. Add existing easements listed in Title Opinion to these 2 parcels, where applicable.
 - b. A measurement to a quarter section point needs to be shown on the plat.
 - c. A curve table is required with dimensions for each of the lots on the 42nd Ave S curve.
 - d. Curve data missing from the following:
 - i. Block 1 - Lots 10, 11, 12
 - ii. Block 2 - Lots 10, 11, 12, 13, and 14
 - e. Add corner monuments
 - f. Label all new 5 ft and 10 ft utility easements

- g. Remove extra 10 ft utility easement from Lot 1, Block 2.
- h. Split 15 ft easement between Lot 13 and 14, Block 1 with each having 7.5 ft easement.
- E. Utility and drainage easements shall be provided, as needed.
 - a. Specifically, where the plat drawing shows rear yards with 5 foot easements, these need to be 10-foot easements.
- F. Owner shall enter into a developer's agreement with the City of Moorhead.
- G. Owner/Applicant shall receive all required federal, state and local permits.

PASSED: July 28, 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 Developer's Agreement for Partridge Creek Addition

WHEREAS, Meridian Mortgage, LLC has requested a final plat approval for Partridge Creek Addition; and

WHEREAS, the final plat for Partridge Creek Addition was approved by the City Council on July 28, 2025; and

WHEREAS, the City Council and Meridian Mortgage, LLC are desirous of executing agreements stipulating the terms and conditions regarding development of Partridge Creek Addition.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Mayor and City Manager are hereby authorized and directed to execute on behalf of the City of Moorhead a Developer's Agreement stipulating the terms and conditions for development of Partridge Creek Addition as drafted and approved by the City's Attorney's Office.

PASSED: July 28, 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

July 28, 2025

SUBJECT:

Resolution to Approve Task Order Amendment and Budget Adjustment #25-019 for the Bluestem Pedestrian Bridge (Eng. No. 22-13-04)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a Task Order amendment and Budget Adjustment #25-019 for the Bluestem Pedestrian Bridge project.

BACKGROUND/KEY POINTS:

On May 9, 2022, the City Council approved a cost sharing agreement with the City of Fargo to share the preliminary and final design and the construction costs for the Bluestem Pedestrian Bridge. The Council also approved a budget adjustment for Task Order #24 with Houston Engineering, Inc. (HEI) to complete the preliminary design for the bridge.

HEI has completed the preliminary design and staff has solicited a proposal for an amendment to complete the final design. Staff proposes using reserve funds that have been set aside for use along the river corridor to fund the City share of the design cost. Staff recommends approval of the Task Order amendment and Budget Adjustment #25-019 as shown below.

FINANCIAL CONSIDERATIONS:

HEI has submitted a proposal to complete the final design of the Bluestem Bridge for \$420,000. Per the cost sharing agreement, Fargo will reimburse Moorhead for half of the cost. Staff recommends approval of the task order and proposes financing Moorhead's share of the project cost with reserve funds that have been set aside for making pedestrian improvements along the river corridor.

Budget Adjustment #25-019 is included within the resolution to approve the Task Order Amendment.

Budget Adjustment #25-019

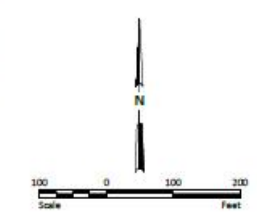
Fund Name	Acct. Description	Expenditure	Funding Source
Capital Improvement Fund	River Corridor Project		\$210,000
Permanent Improvement Revolving Fund	From City of Fargo		\$210,000
Permanent Improvement Revolving Fund	Professional Services	\$420,000	
Total		\$420,000	\$420,000

Voting Requirements: 3/4 of Council (6)

Submitted By:

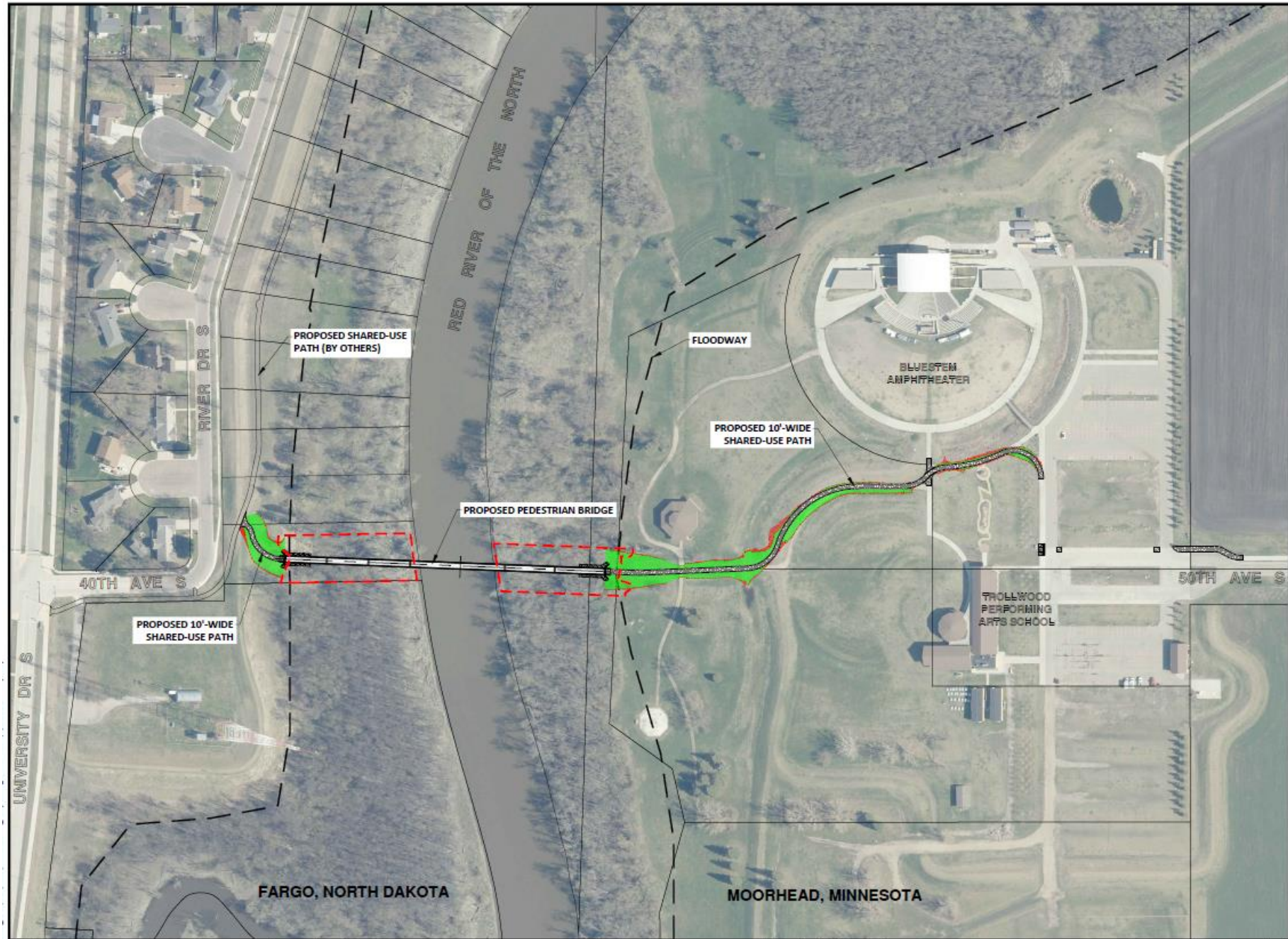
Dan Mahli, City Manager
Tom Trowbridge, City Engineer

Attachments: Location Map



- TREE REMOVAL
- EARTHWORK EXCAVATION
- EARTHWORK EMBANKMENT

PRELIMINARY
NOT FOR CONSTRUCTION



No.	Revision	Date	By

HOUSTON
engineering, inc.

Drawn by BKW	Date 5/9/2025
Checked by MPL	Scale AS SHOWN

RED RIVER PEDESTRIAN BRIDGE
CONCEPTUAL DESIGN AND ENVIRONMENTAL REVIEW
CITY OF MOORHEAD, MINNESOTA

OVERALL PLAN
FULL SPAN BRIDGE
PROJECT NO. 6019-0141

SHEET
1



RESOLUTION

Resolution to Approve Task Order Amendment and Budget Adjustment for the Bluestem Pedestrian Bridge (Eng. No. 22-13-04)

WHEREAS, on May 9, 2022, the City Council approved a cost sharing agreement with the City of Fargo for preliminary design, final design and construction of a pedestrian bridge at Bluestem Center for the Arts, and a budget adjustment for professional services to complete preliminary design and environmental analysis for the bridge; and

WHEREAS, the project is ready to proceed to final design with construction planned for 2027; and

WHEREAS, staff has solicited a proposal from Houston Engineering, Inc. (HEI) in the amount of \$420,000 for an amendment to Task Order #24 to complete the final design; and

WHEREAS, pursuant to the cost sharing agreement, the City of Fargo will reimburse the City of Moorhead for half of the cost of the engineering services; and

WHEREAS, budget adjustment #25-019 is requested to use reserve funds that have been set aside for projects on the river corridor to finance the City of Moorhead's share of the engineering services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the aforementioned Amendment #1 to Task Order #24 is hereby approved.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota that budget adjustment #25-019 is approved to allocate reserve funds to the Permanent Improvement Revolving (PIR) Fund.

PASSED: July 28, 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

July 28, 2025

SUBJECT:

Resolution to Order Reports Related to Partridge Creek 1st Addition (Eng. Nos. 25-A6-03 & 25-A2-05)

RECOMMENDATION:

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

- Resolution to Order Reports Related to Partridge Creek 1st Addition
- Resolution to Receive the Report for Underground Utility Improvements and Order the Preparation of Plans & Specifications
- Resolution to Approve Plans & Specifications for Underground Utility Improvements and Authorize Advertisement for Bids

BACKGROUND/KEY POINTS:

Partridge Creek 1st Addition is a proposed 17-acre, residential subdivision located south of 40th Ave S and between 20th St S and 28th St S. The Developer intends to construct improvements in multiple phases over the next two construction seasons. It is anticipated that the improvements will consist of at least four separate projects:

- Underground utility improvements in Partridge Creek 1st Addition
- Curb, gutter and paving improvements in Partridge Creek 1st Addition
- 28th St S curb, gutter and paving improvements
- Stormwater treatment pond improvements to serve Partridge Creek 1st Addition and Prairie Parkway 2nd Addition

The reports are necessary to guide the development of the property. Following completion of the reports, it is anticipated that the Developer will provide petitions to have the City install the public infrastructure necessary to develop a portion of the property and to assess 100% of the cost to the benefiting property in accordance with Minnesota Statutes Annotated, Chapter 429 (MS §429).

In order to use the MS §429 process, it is necessary to follow several steps. One of these is to prepare a preliminary engineering report to evaluate the proposed improvements and make various technical recommendations. The report for the underground utility improvements has been prepared by City staff under the direction of the City Engineer, and finds that the improvements are necessary, cost-effective and feasible to facilitate the development of the lots, that the improvements would best be completed as a stand-alone project, and that 100% of the cost of the improvements should be assessed to the developable lots in the Partridge Creek 1st Addition plat. Staff recommends that the Council receive the Engineer's Report and order the preparation of plans & specifications for the making of the proposed Underground Utility Improvements in Partridge Creek 1st Addition (Eng. No. 25-A6-03). The reports for the other improvements will be completed later. Staff recommend that the City receive bids for the proposed project prior to ordering the improvements in order to have the best information available regarding the actual project costs.



City Council Communication

July 28, 2025

The City Engineering Department has completed the plans & specifications for the proposed underground utility improvements under the direction of the City Engineer. Staff recommends that the Council approve the plans & specifications and authorize the advertisement for bids.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Reports	07-28-2025
Receive Engineer's Report and Order Plans & Specs for underground utility improvements	07-28-2025
Approve Plans & Specs and Authorize Ad for Bids for underground utility improvements	07-28-2025
Receive Bids for underground utility improvements	08-20-2025
Receive Petitions, Order Improvements, Declare Intent to Assess & Award Bid for underground utility improvements	08-20-2025
Anticipated Construction Schedule for underground utility improvements	Sept-Nov, 2025
Receive reports and order plans & specs for Partridge Creek curb, gutter & paving; for stormwater treatment pond and for 28 th St S improvements	Fall, 2025
Approve plans & specs and authorize ad for bids for Partridge Creek curb, gutter & paving; for stormwater treatment pond and for 28 th St S improvements	Jan-Feb, 2026
Receive Petitions, Order Improvements, Declare Intent to Assess & Award Bid for Partridge Creek curb, gutter & paving	Feb-April, 2026
Hold Hearing, Order Improvements and Award Bids for stormwater treatment pond and for 28 th St S improvements	Spring, 2026
Construct Partridge Creek curb, gutter & paving; stormwater treatment pond and 28 th St S improvements	Summer/Fall, 2026
Hold Assessment Hearings	Fall, 2027

FINANCIAL CONSIDERATIONS:

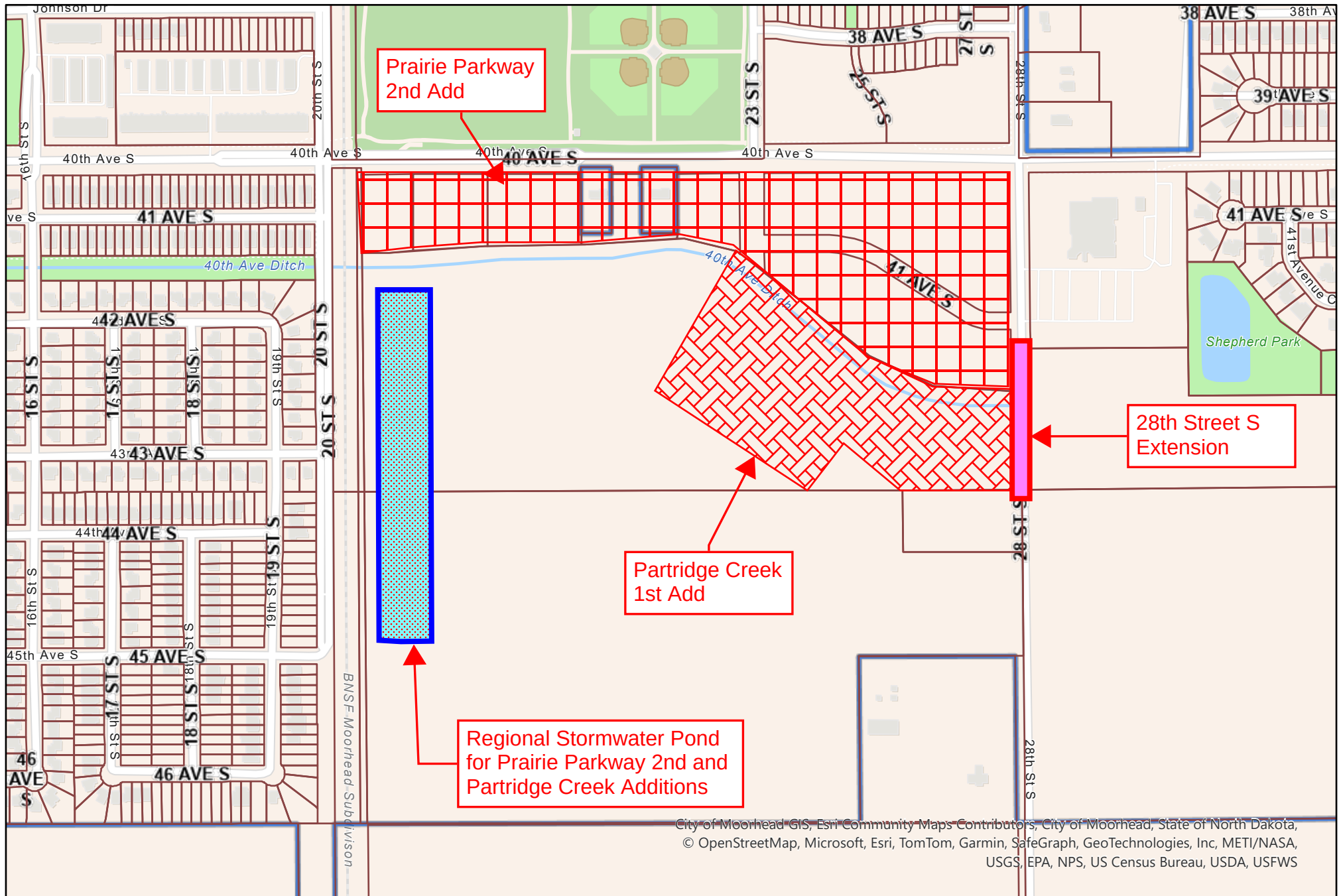
The cost of tonight's actions is minimal (less than \$1,000 for printing and mailing costs), as the report and plans & specifications have been completed by City staff. The preliminary engineering reports for the curb, gutter and paving projects and for the stormwater treatment pond project will provide more detailed cost estimates and allow the Developer and the Council to make a more informed decision about how to proceed with the projects. Ultimately, if the underground utility project is ordered and constructed as proposed, the total project cost, including contingencies and fees is preliminarily estimated to be in the range of \$2,300,000 to \$2,600,000. The project is proposed to be financed through the PIR fund, and 100% of the total project cost will be assessed to the benefiting property.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City Engineer

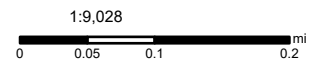
Attachments: Location Map



This map is for reference purposes only. It is not a substitute for an accurate field survey. Moorhead, MN is not responsible for any inaccuracies herein contained. This map is in the public domain and may be copied without permission. Citation of the source is appreciated.

Partridge Creek Location Map

Date: 7/22/2025 Time: 3:08 PM



RESOLUTION

Resolution to Order Reports Related to Partridge Creek 1st Addition

WHEREAS, the Developer of Partridge Creek 1st Addition is planning to develop a portion of the property in 2025 and 2026, and the City of Moorhead Engineering Department will be designing the public infrastructure needed to serve the development. The scope of the improvements to be considered include the following:

- Underground utility improvements within Partridge Creek 1st Addition;
- Curb, gutter and paving improvements within Partridge Creek 1st Addition;
- 28th St S curb, gutter & paving improvements from approximately 700 feet south of 40th Ave S to approximately 1,400 feet south of 40th Ave S;
- Stormwater treatment pond improvements to serve the Partridge Creek development area and the Prairie Parkway 2nd Addition; and

WHEREAS, the final scope of the projects identified above will be determined after the completion of Preliminary Engineering Reports that will evaluate the overall improvements and consider alternatives for phasing the construction; and

WHEREAS, following completion of the reports, the Developer will provide petitions asking the City to construct the proposed street and utility improvements that benefit Partridge Creek 1st Addition and to assess the entire cost of such improvements to their property pursuant to Minnesota Statutes Annotated, Chapter 429 and the City's Special Assessment Policy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the proposed improvements be referred to the City Engineer for study and that he is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvements are necessary, cost-effective and feasible; whether they should best be made as proposed or in connection with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

PASSED: July 28, 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 Receive Report and Order Preparation of Plans & Specifications for Underground Utility Improvements in Partridge Creek 1st Addition (Eng. No. 25-A6-03)

WHEREAS, pursuant to a resolution of the City Council dated July 28, 2025 staff has prepared a preliminary engineering report to consider the making of the Partridge Creek 1st Addition Underground Utility Improvements (Eng. No. 25-A6-03); and

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

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

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

1. The Council hereby receives the Preliminary Engineering Report for Partridge Creek 1st Addition Underground Utility Improvements (Eng. No. 25-A6-03). Such improvements are necessary, cost-effective, and feasible as detailed in the Preliminary Engineering Report, and would best be completed as a stand-alone project.
2. The City Engineer is hereby designated as the engineer for this improvement, and plans & specifications for the making of such improvements shall be made under the supervision of the City Engineer

PASSED: July 28, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Underground Utility Improvements in Partridge Creek 1st Addition (Eng. No. 25-A6-03)

WHEREAS, pursuant to a resolution passed by the City Council on July 25, 2025, City staff has prepared plans & specifications for the proposed Partridge Creek 1st Addition Underground Utility Improvements (Eng. No. 25-A6-03) under the direction of the City Engineer and such plans are presented to the Council for approval.

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

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

PASSED: July 28, 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

July 28, 2025

SUBJECT:

Resolution to Enter into a Joint Cooperative Agreement for use of Emergency Operations personnel and equipment

RECOMMENDATION:

The Mayor and City Council are asked to consider the resolution to authorize the City Manager to enter into a Joint Cooperative Agreement between the City of Moorhead, Minnesota, and Harwood Area Fire & Rescue, Inc. (HAFR).

BACKGROUND/KEY POINTS:

Moorhead has fire equipment and personnel capable of responding to emergencies in Moorhead and the surrounding area, including the area serviced by HAFR; and HAFR has fire equipment and personnel capable of responding to emergency situations within its service area and the surrounding area, including Moorhead; and the Parties believe it will be mutually beneficial to provide emergency operation response services to each other or surrounding areas.

FINANCIAL CONSIDERATIONS:

Under most circumstances, the City of Moorhead and HAFR will share resources during emergency incidents at no cost to either party. If an incident exceeds 6 hours in duration, a rate of \$275 per hour will be charged for a staffed fire engine, \$200 per hour for a staffed water tender, and \$15 per hour per additional firefighters. An incident of this duration occurs approximately once every five years.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Jeff Wallin, Fire Chief
Emily Roen, Fire Admin

Attachments: Harwood Area Fire Rescue Moorhead APPENDIX A

APPENDIX A REIMBURSEMENT RATE TABLE

The following table, established by the Minnesota Department of Natural Resources, sets forth reimbursement rates for fire department equipment, personnel, and supplies utilized in responding to requests for assistance under the Joint Cooperative Agreement for Use of Emergency Operations Personnel and Equipment Agreement.

Engines

COMPONENTS	Structure Engines		Wildland Engines				
	1	2	3	4	5	6	7
Pump Rating							
Min. Flow (GPM)	1000	500	150	50	50	50	10
At rated pressure (PSI)	150	150	250	100	100	100	100
Tank Capacity (Gallon)	300	300	500	750	400	150	50
Hose 2 ½" (Feet)	1200	1000					
Hose 1 ½" (Feet)	500	500	1000	300	300	300	
Hose 1" (Feet)			500	300	300	300	200
Personnel	4	3	3	2	2	2	2
Equipment Rate /Hour	\$275	\$200	\$185	\$165	\$140	\$125	\$85

**Engines equipped with Compressed Air Foam Systems will be paid an additional \$20 an hour if CAFS is used on the incident.*

Water Tenders

Requirements COMPONENTS	Water Tender Types				
	Support			Tactical	
	S1	S2	S3	T1	T2
Tank Capacity (Gallons)	4000	2500	1000	2000	1000
Pump Minimum Flow (GPM)*	300	200	200	250	250
@ Rated Pressure (PSI)	50	50	50	150	150
Max Refill times (Min.)	30	20	15	-	-
Pump & Roll	-	-	-	yes	yes
Personnel	1	1	1	2	2
Equipment Rate /Hour	\$200	\$160	\$140	\$230	\$190

*Portable Pump Acceptable with tenders

* Water tenders come with folding tanks

Additional Firefighters use a rate of \$15.00/hr

*Parties are encouraged to use MN DNR equipment rates to aid in determining costs of equipment and personnel.

RESOLUTION

Resolution to Enter into a joint cooperative agreement for use of emergency operations personnel and equipment between the City of Moorhead, Minnesota and Harwood Area Fire & Rescue (HAFR)

WHEREAS, Moorhead has fire equipment and personnel capable of responding to emergencies in Moorhead and the surrounding area, including the area serviced by HAFR; and

WHEREAS, HAFR has fire equipment and personnel capable of responding to emergency situations within its service area and the surrounding area, including Moorhead; and

WHEREAS, the Parties believe it will be mutually beneficial to provide emergency operation response services to each other or surrounding areas according to the terms and conditions provided under the Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the purpose of this Joint Powers Agreement is to provide emergency operation response services to each other and surrounding areas.

PASSED: July 28, 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

July 28, 2025

SUBJECT:

Resolution Providing for the Competitive Sale of General Obligation Temporary Improvement Bonds Series 2025A

RECOMMENDATION:

The Mayor and City Council are asked to consider resolutions to authorize Baker Tilly, the City's financial advisor, to solicit bids for the competitive negotiated sale of the following bond: \$11,560,000 General Obligation Temporary Improvement Bonds, Series 2025A.

BACKGROUND/KEY POINTS:

Proceeds of the bonds will be used to finance (i) improvements related to the City's mall redevelopment area in anticipation of a long-term financing, (ii) pay capitalized interest and (iii) pay costs of issuance on the 2025A Bond.

The Bonds are being issued pursuant to Minnesota Statutes, Chapters 429.019, Subdivision 5 and 475, which states the City issue temporary improvement Bonds maturing not more than three years from their date of issuance.

The 2025A Bonds are being issued as temporary financing due to the deferred assessments related to the mall redevelopment projects Phase 1 and Phase 2. It is anticipated that assessments will not be filed for at least five years and this financing will allow the City flexibility to refinance with another temporary bond issue for up to three years or refinance as a long-term bond issue.

Proposals for the Bonds will be received on Monday, August 25th until 10:00am at the offices of Baker Tilly, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be made by the City Council at 5:30pm on the same day.

FINANCIAL CONSIDERATIONS:

The 2025A Bonds will be a general obligation of the City for which the City pledges its full faith and credit and taxing power to levy general ad valorem taxes. In addition, the City will pledge a first lien on the proceeds of a temporary or definitive improvement bond issue to refund the 2025A Bonds prior to or at maturity.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Jenica Flanagan, Finance Director

Attachments:

EXTRACT OF MINUTES OF A MEETING OF
THE CITY COUNCIL OF THE CITY OF
MOORHEAD, MINNESOTA

HELD: July 28, 2025

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Moorhead, Clay County, Minnesota, was duly called and held at the City Hall in said City on Monday, July 28, 2025, at 5:30 p.m., for the purpose of calling for the competitive sale of \$11,560,000 General Obligation Temporary Improvement Bonds, Series 2025A, of the City of Moorhead, Minnesota.

The following members were present: _____
_____ ; and the following were absent: _____.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROVIDING FOR THE
COMPETITIVE SALE OF
\$11,560,000 GENERAL OBLIGATION TEMPORARY IMPROVEMENT BONDS,
SERIES 2025A

A. WHEREAS, the City Council of the City of Moorhead, Minnesota, has heretofore determined that it is necessary and expedient to issue its \$11,560,000 General Obligation Temporary Improvement Bonds, Series 2025A (the “Bonds”), to finance various improvements within the City and pay costs of issuance on the Bonds;

B. WHEREAS, the City has retained Baker Tilly Municipal Advisors, LLC, in Saint Paul, Minnesota (“Baker Tilly”), as its independent financial advisor and is therefore authorized to sell these obligations by a competitive sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).

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

(1) Authorization; Findings. The City Council hereby authorizes Baker Tilly to solicit bids for the competitive sale of the Bonds.

(2) Meeting; Bid Opening. This City Council shall meet at the time and place specified in the Terms of Proposal attached hereto as **Exhibit A** for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Manager, or his designee, shall open bids at the time and place specified in such Terms of Proposal.

(3) Terms of Proposal. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the “Terms of Proposal” attached hereto as **Exhibit A** and hereby approved and made a part hereof.

(4) Official Statement. In connection with said competitive sale, the City Manager and other officers or employees of the City are hereby authorized to cooperate with Baker Tilly

and participate in the preparation of an official statement for the Bonds, and to execute and deliver it on behalf of the City upon its completion.

(5) Electronic Signatures. In the event that any signature required to execute this Resolution, the Bond documents, or other closing documents is delivered by facsimile transaction or by e-mail delivery of a "pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or "pdf" signature page were an original thereof. The Moorhead Mayor, Moorhead City Manager, and Moorhead Finance Director are authorized to executed documents with electronic signatures as permitted by law or regulation.

APPROVED BY:

Mayor

ATTEST:

City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof: _____.
_____. The following voted against the same: _____,
whereupon said resolution was declared duly passed and adopted.

EXHIBIT A

TERMS OF PROPOSAL

(See Following Pages)

THE CITY HAS AUTHORIZED BAKER TILLY MUNICIPAL ADVISORS, LLC TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$11,560,000*

CITY OF MOORHEAD, MINNESOTA

GENERAL OBLIGATION TEMPORARY IMPROVEMENT BONDS, SERIES 2025A

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Series 2025A Bonds") will be received by the City of Moorhead, Minnesota (the "City") on Monday, August 25, 2025 (the "Sale Date") until 10:00 A.M., Central Time (the "Sale Time") at the offices of Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), 30 East 7th Street, Suite 3025, Saint Paul, MN 55101, after which time proposals will be opened and tabulated. Consideration for award of the Series 2025A Bonds will be by the City Council at its meeting commencing at 5:30 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Baker Tilly MA will assume no liability for the inability of a bidder or its proposal to reach Baker Tilly MA prior to the Sale Time, and neither the City nor Baker Tilly MA shall be responsible for any failure, misdirection or error in the means of transmission selected by any bidder. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Series 2025A Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Completed, signed proposals may be submitted to Baker Tilly MA by email to bids@bakertilly.com, and must be received prior to the Sale Time.

OR

(b) **Electronic Bidding.** Proposals may also be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all proposals submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents, nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents, nor PARITY® shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Series 2025A Bonds, and PARITY® is not an agent of the City.

If any provisions of this Terms of Proposal conflict with information provided by PARITY®, this Terms of Proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2nd Floor, New York, New York 10018
Customer Support: (212) 849-5000

DETAILS OF THE SERIES 2025A BONDS

The Series 2025A Bonds will be dated as of the date of delivery and will bear interest payable on March 1 and September 1 of each year, commencing March 1, 2026. Interest will be computed on the basis of a 360-day year of twelve 30-day months. The Series 2025A Bonds will mature September 1, 2028.

BOOK ENTRY SYSTEM

The Series 2025A Bonds will be issued by means of a book entry system with no physical distribution of Series 2025A Bonds made to the public. The Series 2025A Bonds will be issued in fully registered form and one Series 2025A Bond, representing the aggregate principal amount of the Series 2025A Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository for the Series 2025A Bonds. Individual purchases of the Series 2025A Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Series 2025A Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the "Purchaser"), as a condition of delivery of the Series 2025A Bonds, will be required to deposit the Series 2025A Bonds with DTC.

REGISTRAR/PAYING AGENT

U.S. Bank Trust Company, National Association, Saint Paul, Minnesota will serve as Registrar/Paying Agent (the "Registrar") for the Series 2025A Bonds, and shall be subject to applicable regulations of the Securities and Exchange Commission. The City will pay for the services of the Registrar.

OPTIONAL REDEMPTION

The City may elect on September 1, 2026, and on any day thereafter, to redeem Series 2025A Bonds. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Series 2025A Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Series 2025A Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes and a first lien on the proceeds of a temporary or definitive improvement bond issue to refund the Series 2025A Bonds prior to or at maturity. The proceeds of the Series 2025A Bonds will be used to finance (i) improvements for the Moorhead Center Mall redevelopment in anticipation of a long term financing, (ii) pay capitalized interest, and (iii) pay costs of issuance on the Series 2025A Bonds.

NOT BANK QUALIFIED TAX-EXEMPT OBLIGATIONS

The City will not designate the Series 2025A Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

BIDDING PARAMETERS

Proposals shall be for not less than \$11,560,000 (Par) plus accrued interest, if any, on the total principal amount of the Series 2025A Bonds. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public as stated on the proposal must be 98.0% or greater.

No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Series 2025A Bonds is adjourned, recessed, or continued to another date without award of the Series 2025A Bonds having been made. Series 2025A Bonds shall bear a single rate from the date of the Series 2025A Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Series 2025A Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Series 2025A Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) to the extent the hold-the-offering-price rule applies, pricing wires or equivalent communications supporting such offering or sale price. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Baker Tilly MA.

The City intends that the sale of the Series 2025A Bonds pursuant to this Terms of Proposal shall constitute a "competitive sale" as defined in the Regulation based on the following:

- (i) the City shall cause this Terms of Proposal to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- (ii) all bidders shall have an equal opportunity to submit a bid;
- (iii) the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Series 2025A Bonds; and
- (iv) the City anticipates awarding the sale of the Series 2025A Bonds to the bidder who provides a proposal with the lowest true interest cost, as set forth in this Terms of Proposal (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Proposal shall be considered a firm offer for the purchase of the Series 2025A Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Series 2025A Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Series 2025A Bonds.

If all of the requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Series 2025A Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Series 2025A Bonds, the Purchaser shall advise the City and Baker Tilly MA if 10% of any maturity of the Series 2025A Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which it was sold. The City will treat such sale price as the "issue price" for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the "hold-the-offering-price" requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and Baker Tilly MA the prices at which 10% of such maturities are sold to the public; provided such determination shall be made and the City and Baker Tilly MA notified of such prices whether or not the closing date has occurred, until the 10% test has been satisfied as to each maturity of the Series 2025A Bonds or until all of the Series 2025A Bonds of a maturity have been sold.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit via wire transfer to the City in the amount of \$115,600 (the "Deposit") no later than 1:00 P.M., Central Time on the Sale Date. The Purchaser shall be solely responsible for the timely delivery of its Deposit, and neither the City nor Baker Tilly MA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

A Deposit will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Baker Tilly MA following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the City and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Series 2025A Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Series 2025A Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Series 2025A Bonds. If the Series 2025A Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Series 2025A Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Series 2025A Bonds.

CUSIP NUMBERS

If the Series 2025A Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Series 2025A Bonds; however, neither the failure to print such numbers on any Series 2025A Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Series 2025A Bonds. Baker Tilly MA will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about September 18, 2025, the Series 2025A Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Ohnstad Twichell, P.C. of West Fargo, North Dakota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Series 2025A Bonds shall

be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Series 2025A Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

On the date of actual issuance and delivery of the Series 2025A Bonds, the City will execute and deliver a Continuing Disclosure Undertaking (the "Undertaking") whereunder the City will covenant for the benefit of the owners of the Series 2025A Bonds to provide certain financial and other information about the City and notices of certain occurrences to information repositories as specified in and required by SEC Rule 15c2-12(b)(5).

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Series 2025A Bonds, and said Preliminary Official Statement has been deemed final by the City as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For an electronic copy of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Baker Tilly Municipal Advisors, LLC, by telephone (651) 223-3000, or by email bids@bakertilly.com.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Series 2025A Bonds, together with any other information required by law. By awarding the Series 2025A Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide to the Purchaser an electronic copy of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated July 28, 2025

BY ORDER OF THE CITY COUNCIL

/s/ Christina Rust
City Clerk



City Council Communication

July 28, 2025

SUBJECT:

Resolution Providing for the Competitive Sale of General Obligation Improvement and Wastewater Refunding Bonds Series 2025B

RECOMMENDATION:

The Mayor and City Council are asked to consider resolutions to authorize Baker Tilly, the City's financial advisor, to solicit bids for the competitive negotiated sale of the following bond: \$16,575,000 General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B.

BACKGROUND/KEY POINTS:

Proceeds will be used to pay for infrastructure projects in various areas of the City as outlined in the table below and previously approved. Proceeds will also be used to refund the November 1, 2026 through November 1, 2034 maturities of the City's General Obligation Wastewater Revenue Bonds, Series 2014A. The 2014A Bonds were originally issued to finance sanitary lift station improvements.

Project #	Description	Bid Award Date	Bond Amount	Amount to be Assessed	Estimated City Costs
24-A2-02	Final Wearing Course and Meadows Parking Lot Improvements	5/13/24	\$690,148	\$411,376	\$278,772
24-A2-04	14 th St N, 16 th St N, and 6 th Ave N Underground Utility and Street Improvements	4/8/24	3,060,474	843,000	2,217,474
24-A2-05	4 th Ave N and 30 th St N Underground Utility and Street Improvements	3/25/24	776,764	175,000	601,764
24-A2-06	4 th Ave S, 5 th Ave S, and 6 th St S Area Street Improvements	3/25/24	1,389,545	305,376	1,084,168
24-A2-09	Street & Utility Improvements on 10 ½ Street North	2/24/25	249,000	49,805	199,195
24-A2-03	Country Heritage Area Street Improvements	3/10/25	1,143,724	493,291	650,433
23-A6-02	Misc. Petitioned Water & Sewer Repairs	Various	455,981	455,981	0
25-A2-01	9 th Ave S, 10 th Ave S, and 16 th St S Area Street Improvements	3/24/25	1,300,386	370,620	929,766
25-A2-02	14 th Ave S, 13 th St S, and 18 th St S Underground Utility and Street Improvements	3/10/25	2,082,500	514,248	1,568,252
25-A2-03	River Dr S, 18 th Ave S, 3 rd St S, and Elm St S Underground Utility and Street Improvements	3/24/25	1,178,118	341,500	836,618
	TOTALS		\$12,326,640	\$3,960,198	\$8,366,442



City Council Communication

July 28, 2025

As outlined above, all or a portion of each of the identified projects will be assessed to benefiting properties according to standard guidelines. Special assessment will be assessed over terms of 20 and 25 years at an interest rate currently estimated to be 5.672%. In addition to the special assessments and other revenue sources, there will be an annual property tax levy requirement to finance the City Cost listed on the table above. The estimated true interest cost for these bonds is 4.17% and will require an estimated annual tax levy of approximately \$673,000.

Proposals for the Bonds will be received on Monday, August 25th until 10:00am at the offices of Baker Tilly, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be made by the City Council at 5:30pm on the same day.

FINANCIAL CONSIDERATIONS:

The 2025B Bonds will be a general obligation of the City for which the City pledges its full faith and credit and taxing power to levy general ad valorem taxes. In addition, the City pledges special assessments filed against benefitted properties and net revenues of the City's wastewater treatment fund.

Special assessments in the amount of approximately \$3.96 million will be assessed over terms of 20 and 25 years at an interest rate currently estimated to be 5.672%. The 2025B Bonds will require an annual tax levy of approximately \$673,000.

The Refunding Portion of the 2025B Bonds will be repaid with net revenues of the City's wastewater treatment utility.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Jenica Flanagan, Finance Director

Attachments:

EXTRACT OF MINUTES OF A MEETING OF
THE CITY COUNCIL OF THE CITY OF
MOORHEAD, MINNESOTA

HELD: July 28, 2025

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Moorhead, Clay County, Minnesota, was duly called and held at the City Hall in said City on Monday, July 28, 2025, at 5:30 p.m., for the purpose of calling for the competitive sale of \$16,575,000 General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B, of the City of Moorhead, Minnesota.

The following members were present: _____

_____ ; and the following were absent: _____.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROVIDING FOR THE
COMPETITIVE SALE OF
\$16,575,000 GENERAL OBLIGATION IMPROVEMENT AND WASTEWATER
REFUNDING BONDS, SERIES 2025B

A. WHEREAS, the City Council of the City of Moorhead, Minnesota, has heretofore determined that it is necessary and expedient to issue its \$16,575,000 General Obligation Improvement and Wastewater Refunding Bonds, Series 2025B (the "Bonds"), to finance various improvements within the City and pay costs of issuance on the Bonds;

B. WHEREAS, the City has retained Baker Tilly Municipal Advisors, LLC, in Saint Paul, Minnesota ("Baker Tilly"), as its independent financial advisor and is therefore authorized to sell these obligations by a competitive sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).

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

(1) Authorization; Findings. The City Council hereby authorizes Baker Tilly to solicit bids for the competitive sale of the Bonds.

(2) Meeting; Bid Opening. This City Council shall meet at the time and place specified in the Terms of Proposal attached hereto as **Exhibit A** for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Manager, or his designee, shall open bids at the time and place specified in such Terms of Proposal.

(3) Terms of Proposal. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Proposal" attached hereto as **Exhibit A** and hereby approved and made a part hereof.

(4) Official Statement. In connection with said competitive sale, the City Manager and other officers or employees of the City are hereby authorized to cooperate with Baker Tilly

and participate in the preparation of an official statement for the Bonds, and to execute and deliver it on behalf of the City upon its completion.

(5) Electronic Signatures. In the event that any signature required to execute this Resolution, the Bond documents, or other closing documents is delivered by facsimile transaction or by e-mail delivery of a "pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or "pdf" signature page were an original thereof. The Moorhead Mayor, Moorhead City Manager, and Moorhead Finance Director are authorized to executed documents with electronic signatures as permitted by law or regulation.

APPROVED BY:

Mayor

ATTEST:

City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof: _____.
_____. The following voted against the same: _____,
whereupon said resolution was declared duly passed and adopted.

EXHIBIT A

TERMS OF PROPOSAL

(See Following Pages)

THE CITY HAS AUTHORIZED BAKER TILLY MUNICIPAL ADVISORS, LLC TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$16,575,000*

CITY OF MOORHEAD, MINNESOTA

**GENERAL OBLIGATION IMPROVEMENT AND WASTEWATER
REFUNDING BONDS, SERIES 2025B**

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Series 2025B Bonds") will be received by the City of Moorhead, Minnesota (the "City") on Monday, August 25, 2025 (the "Sale Date") until 10:00 A.M., Central Time (the "Sale Time") at the offices of Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), 30 East 7th Street, Suite 3025, Saint Paul, MN 55101, after which time proposals will be opened and tabulated. Consideration for award of the Series 2025B Bonds will be by the City Council at its meeting commencing at 5:30 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Baker Tilly MA will assume no liability for the inability of a bidder or its proposal to reach Baker Tilly MA prior to the Sale Time, and neither the City nor Baker Tilly MA shall be responsible for any failure, misdirection or error in the means of transmission selected by any bidder. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Series 2025B Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Completed, signed proposals may be submitted to Baker Tilly MA by email to bids@bakertilly.com, and must be received prior to the Sale Time.

OR

(b) **Electronic Bidding.** Proposals may also be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all proposals submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents, nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents, nor PARITY® shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Series 2025B Bonds, and PARITY® is not an agent of the City.

If any provisions of this Terms of Proposal conflict with information provided by PARITY®, this Terms of Proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2nd Floor, New York, New York 10018
Customer Support: (212) 849-5000

DETAILS OF THE SERIES 2025B BONDS

The Series 2025B Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2026. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Series 2025B Bonds will mature February 1 in the years and amounts* as follows:

2027	\$260,000	2032	\$1,560,000	2037	\$615,000	2042	\$710,000
2028	\$470,000	2033	\$1,595,000	2038	\$635,000	2043	\$730,000
2029	\$485,000	2034	\$1,630,000	2039	\$650,000	2044	\$750,000
2030	\$880,000	2035	\$580,000	2040	\$670,000	2045	\$775,000
2031	\$1,490,000	2036	\$595,000	2041	\$690,000	2046	\$805,000

*The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Series 2025B Bonds or the amount of any maturity or maturities in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Series 2025B Bonds as that of the original proposal. Gross spread for this purpose is the differential between the price paid to the City for the new issue and the prices at which the proposal indicates the securities will be initially offered to the investing public.

BOOK ENTRY SYSTEM

The Series 2025B Bonds will be issued by means of a book entry system with no physical distribution of Series 2025B Bonds made to the public. The Series 2025B Bonds will be issued in fully registered form and one Series 2025B Bond, representing the aggregate principal amount of the Series 2025B Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository for the Series 2025B Bonds. Individual purchases of the Series 2025B Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Series 2025B Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the "Purchaser"), as a condition of delivery of the Series 2025B Bonds, will be required to deposit the Series 2025B Bonds with DTC.

REGISTRAR/PAYING AGENT

U.S. Bank Trust Company, National Association, Saint Paul, Minnesota will serve as Registrar/Paying Agent (the "Registrar") for the Series 2025B Bonds, and shall be subject to applicable regulations of the Securities and Exchange Commission. The City will pay for the services of the Registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2035, and on any day thereafter, to redeem Series 2025B Bonds due on or after February 1, 2036. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Series 2025B Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Series 2025B Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge special assessments against benefitted properties for repayment of a portion of the Series 2025B Bonds. The proceeds of the Series 2025B Bonds, along with available funds of the City, will be used to (i) finance

various improvements within the City, (ii) refund the November 1, 2026 through November 1, 2034 maturities of the City's General Obligation Wastewater Revenue Bonds, Series 2014A, dated July 24, 2014, and (iii) pay costs of issuance on the Series 2025B Bonds.

NOT BANK QUALIFIED TAX-EXEMPT OBLIGATIONS

The City will not designate the Series 2025B Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

BIDDING PARAMETERS

Proposals shall be for not less than \$16,575,000 (Par) plus accrued interest, if any, on the total principal amount of the Series 2025B Bonds. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity as stated on the proposal must be 98.0% or greater.

Proposals for the Series 2025B Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth herein. In order to designate term bonds, the proposal must specify "Years of Term Maturities" in the spaces provided on the proposal form.

No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Series 2025B Bonds is adjourned, recessed, or continued to another date without award of the Series 2025B Bonds having been made. Series 2025B Bonds of the same maturity shall bear a single rate from the date of the Series 2025B Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Series 2025B Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Series 2025B Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) to the extent the hold-the-offering-price rule applies, pricing wires or equivalent communications supporting such offering or sale price. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Baker Tilly MA.

The City intends that the sale of the Series 2025B Bonds pursuant to this Terms of Proposal shall constitute a "competitive sale" as defined in the Regulation based on the following:

- (i) the City shall cause this Terms of Proposal to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- (ii) all bidders shall have an equal opportunity to submit a bid;
- (iii) the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Series 2025B Bonds; and
- (iv) the City anticipates awarding the sale of the Series 2025B Bonds to the bidder who provides a proposal with the lowest true interest cost, as set forth in this Terms of Proposal (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Proposal shall be considered a firm offer for the purchase of the Series 2025B Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require

any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Series 2025B Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Series 2025B Bonds.

If all of the requirements of a “competitive sale” are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Series 2025B Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Series 2025B Bonds, the Purchaser shall advise the City and Baker Tilly MA if 10% of any maturity of the Series 2025B Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which it was sold. The City will treat such sale price as the “issue price” for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the “hold-the-offering-price” requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and Baker Tilly MA the prices at which 10% of such maturities are sold to the public; provided such determination shall be made and the City and Baker Tilly MA notified of such prices whether or not the closing date has occurred, until the 10% test has been satisfied as to each maturity of the Series 2025B Bonds or until all of the Series 2025B Bonds of a maturity have been sold.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit via wire transfer to the City in the amount of \$165,750 (the “Deposit”) no later than 1:00 P.M., Central Time on the Sale Date. The Purchaser shall be solely responsible for the timely delivery of its Deposit, and neither the City nor Baker Tilly MA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

A Deposit will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Baker Tilly MA following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the City and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Series 2025B Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Series 2025B Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Series 2025B Bonds. If the Series 2025B Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City.

All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Series 2025B Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Series 2025B Bonds.

CUSIP NUMBERS

If the Series 2025B Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Series 2025B Bonds; however, neither the failure to print such numbers on any Series 2025B Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Series 2025B Bonds. Baker Tilly MA will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about September 18, 2025, the Series 2025B Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Ohnstad Twichell, P.C. of West Fargo, North Dakota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Series 2025B Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Series 2025B Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

On the date of actual issuance and delivery of the Series 2025B Bonds, the City will execute and deliver a Continuing Disclosure Undertaking (the "Undertaking") whereunder the City will covenant for the benefit of the owners of the Series 2025B Bonds to provide certain financial and other information about the City and notices of certain occurrences to information repositories as specified in and required by SEC Rule 15c2-12(b)(5).

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Series 2025B Bonds, and said Preliminary Official Statement has been deemed final by the City as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For an electronic copy of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Baker Tilly Municipal Advisors, LLC, by telephone (651) 223-3000, or by email bids@bakertilly.com.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Series 2025B Bonds, together with any other information required by law. By awarding the Series 2025B Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide to the Purchaser an electronic copy of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated July 28, 2025

BY ORDER OF THE CITY COUNCIL

/s/ Christina Rust
City Clerk



City Council Communication

July 28, 2025

SUBJECT:

Resolution to approve Guaranteed Maximum Price Amendment #3 to the Agreement with McGough Construction Co., LLC for Construction Manager at Risk (CMAR) Services for the Moorhead City Hall Renovation

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution approving Guaranteed Maximum Price Amendment #3 to the Agreement with McGough Construction Co., LLC for Construction Manager at Risk Services for the Moorhead City Hall Renovation.

BACKGROUND/KEY POINTS:

This resolution is an amendment to the CMAR agreement for City Hall renovation that was approved by the City Council on August 26, 2024. It sets a Guaranteed Maximum Price (GMP) for the next stage of construction, which is \$17,550,000. This number includes the value of the base bid and \$697,000 in accepted alternates. The bids came in low enough that we could fund all of the preferred alternates on the project. This work involves the interior buildout, the first floor windows and the exterior wash of the building. This leaves us \$200,000 under the projected budget.

This resolution also identifies an owner contingency of a not to exceed value of \$600,000. This is based on 3% of the combined value of GMP#2 and GMP#3 of \$19,866,240. This amount was identified in the soft cost budget and does not represent a budget increase.

FINANCIAL CONSIDERATIONS:

The Guaranteed Maximum Price amendment #3 of the CMAR agreement for the City Hall Renovation is \$17,550,000. This cost is \$200,000 below the estimated budget.

Voting Requirements: 2/3 of Council (6)

Submitted By:

Dan Mahli, City Manager
Mike Rietz, Assistant City Manager

Attachments:

RESOLUTION

Resolution to Approve Guaranteed Maximum Price Amendment #3 to the Agreement with McGough Construction Co., LLC for Construction Manager at Risk Services for the City Hall Renovation Project

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

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

WHEREAS, the City Council needs to set an owner contingency related to GMP #2 and #3.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are hereby authorized and directed to execute Amendment #3 with McGough Construction Co., LLC for a Guaranteed Maximum Price not to exceed \$17,550,000.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead that an owner contingency not to exceed \$600,000 is hereby established.

PASSED: July 28, 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

July 28, 2025

SUBJECT:

Resolution to Approve a Minnesota Lawful Gambling Premise Permit for MN Strong

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve issuance of a Gambling Premises Permit to MN Strong at Legends Sports Bar & Grill and Murphy's Pub.

BACKGROUND/KEY POINTS:

MN Strong is requesting authorization to conduct lawful gambling activities at Legends Sports Bar & Grill located at 803 Belsly Blvd Ste 100, Moorhead and Murphy's Pub located at 808 30th Ave. S, Moorhead. This will allow MN Strong to conduct raffles and other lawful gambling activities throughout the year without further permit approvals by the City of Moorhead. Before the Minnesota Gambling Control Board can issue the premises permit, the local unit of government where the premise is located must give prior approval of the application. MN Strong assumes full responsibility for the fair and lawful operation of gambling activities to be conducted.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Quorum

Submitted By:

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

Attachments:

RESOLUTION

Resolution to Approve a Minnesota Lawful Gambling Premise Permit for MN Strong

BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby approve the issuance of a Minnesota Lawful Gambling Premises Permit to the applicant listed below:

Applicant:

MN Strong

Site:

Legends Sports Bar & Grill
803 Belsly Blvd, Ste 100
Moorhead, MN 56560

Gambling Manager:

Caitlin Olson

PASSED: July 28, 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 a Minnesota Lawful Gambling Premise Permit for MN Strong

BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby approve the issuance of a Minnesota Lawful Gambling Premises Permit to the applicant listed below:

Applicant:

MN Strong

Site:

Murphy's Pub
808 30th Ave S
Moorhead, MN 56560

Gambling Manager:

Caitlin Olson

PASSED: July 28, 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

July 28, 2025

SUBJECT:

Resolution to Approve Pledge and Naming Rights Agreement for Donors contributing to The Loop | Moorhead Public Library & Community Center

RECOMMENDATION:

It is recommended that the City Council authorize the Mayor and City Manager to enter into pledge and naming rights agreements with donors making contributions to The Loop | Moorhead Public Library & Community Center.

BACKGROUND/KEY POINTS:

The Loop | Moorhead Public Library & Community Center is under construction. The majority of the \$41.5 million construction cost is financed through a .05% sales tax which will be in place for up to 22 years. After the sales tax was approved, construction inflation increased the project cost estimates and a goal of \$4 million private fundraising goal was established. To achieve the private donation goal, Mayor Carlson formed the “Mayors’ Circle” that includes former Mayors of Moorhead and a number of project supporters that have been part of the project since it’s conception.

The Mayors’ Circle has been meeting since July 2024. Several requests are under consideration, and more than \$400,000 in commitments have been made. These donations are being accepted and will be reported to the City Council in accordance with the City donation policy (attached). The building design includes a display wall that will recognize donors of \$2,500 or more. In addition, several components of the building are appropriate for naming in recognition of individuals, families, and businesses. These components include:

- Walking Track
- Children’s Library
- Indoor Playground
- Spark Center for Entrepreneurship
- Fireside Commons
- Technology
- Community Loft
- Welcome Desk
- Sustainability
- Conference Rooms (2)
- Focus Rooms (3)
- Work Nooks (4)

The City Attorney has prepared a naming rights template that provides donors named recognition for a period of 25 years and lays out numerous contingencies that may affect the donation in the future. This is a similar agreement than that used by the Parks Department for naming rights at Mattson Field.



City Council Communication

July 28, 2025

Given the number of donations the City is processing, it is suggested that the form of agreement and minimum donation level for each named component be approved by the City Council giving the Mayor and City Manager the authority to enter into these agreements as they are received and that acceptance of gifts occur quarterly by the Council. Donors who have chosen to name a part of the building or are giving donations of \$2,500 or more without a named feature will also be offered the opportunity for a presentation at a City Council meeting and publicly thanked in City communications.

FINANCIAL CONSIDERATIONS:

Revenue from naming rights will be applied to construction and financing costs of The Loop | Moorhead Public Library & Community Center.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Attachments: Draft Resolution

City Donation Policy

Form of Agreement



Donation Acceptance Policy

Effective

5/12/2020

Policy Recommended By:

Christina M. Volkers
Christina M. Volkers, City Manager

Policy Approved By Moorhead City Council on May 11, 2020

Table of Contents

I. Introduction	1
Purpose.....	1
II. Definitions	1
III. General Guidelines	2
Types of Donations	2
Consistency with City Interests.....	2
Acceptance of Undesignated Donations of Cash or Tangible Items	2
Acceptance of Designated Donations of Cash or Tangible Items	3
IV. Acknowledgement of Donations	3
V. Declined Donations	4
VI. Distribution of Donation.....	4
VII. Dissemination of Information	4

I. Introduction

Purpose

The purpose of this policy is to establish a formal process for acceptance and documentation of donations made to the City of Moorhead (City). Donations of every type are offered to the City for general or specific purposes. Uniform criteria and procedures guide the review and acceptance of such donations, confirm that the City has relevant and adequate resources to administer such donations, and ensure that the City appropriately acknowledges the generosity of the donor.

Minnesota Statute – 465.03 Gifts to Municipalities

Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.

II. Definitions

Beneficiary Department Head - shall mean the Director of the City department, board, or commission, or his/her designee, for which a donation is designated, or intended. The City Manager or designee shall act as the Beneficiary Department Head if no department, board, or commission is designated, or intended.

Donation or Gift - shall mean a monetary (cash) contribution, endowment, personal property, real property, financial security, equipment, in-kind good or service, or any other asset that the City has accepted and for which the donor has not received any good or service in return. For purposes of this Policy, the terms "donation" and "gift" shall be synonymous.

Donor - shall mean a person or other legal entity that proposes or provides a donation to the City.

Endowment - shall mean a donation that is restricted to the extent that only earnings, and not principal, may be used for a particular City department, location, or purpose.

Designated Donation - shall mean a donation designated at donor request for a particular City department, location, or purpose.

Undesignated Donation - shall mean a donation to the City without any limitations being placed upon its use.

III. General Guidelines

Types of Donations

Donations may be offered in the form of cash or real or personal property. Designated donations are those donations that the donor specifies for a particular City department, location, or purpose. Undesignated donations are those donations that are given to the City for an unspecified use.

Consistency with City Interests

Designated donations may only be accepted when they have a purpose consistent with the City's goals and objectives and are in the best interest of the City. The City must always consider the public trust and comply with all applicable laws when accepting donations.

Acceptance of Undesignated Donations of Cash or Tangible Items

All donations to the City, including offers to employees related to the City, shall be considered for acceptance. Based on the value of the donation offered as outlined below, appropriate City staff shall review every donation and determine if the benefits to be derived warrant acceptance of the donation. The following points list the threshold amounts for donation acceptance.

- A. Offers of donations of cash or items valued at \$5,000 or below shall be reviewed and approved by a Department Director then forwarded to the City Manager.
- B. Offers of donations of cash or items valued above \$5,000 shall be reviewed and approved by the City Manager.
- C. Offers of donations of cash or items valued in excess of \$1,000 will be included in a resolution from Administration for approval by two-thirds of the City Council (Minnesota Statutes Section 465.03) on a quarterly basis. Offers of donations of cash or items valued at \$1,000 or less will be considered for approval by the City Manager per an annual resolution prepared by Administration for adoption by the City Council.

Included in the annual resolution (or more frequently if requested) will be a listing of all donations received and approved by the City Manager of \$1,000 or less since the last reporting.

- D. Minnesota Statutes Section 471.17 allows for any corporation, board, or body herein before designated given charge of the recreation program shall have the authority to accept gifts and bequests for the benefit of the recreational service and employ directors and instructors of recreational work. (abbreviated)
- E. Offers of donations for gratuitous purposes (e.g., holiday gift baskets, etc.) to any employee, department or the City shall be in accordance with City of Moorhead Ethics Policy Section 1.40.

Acceptance of Designated Donations of Cash or Tangible Items

Based on the value of the donation offer as outlined in Section 3 above, appropriate City staff will review the conditions of any designated donation and determine if the benefits to be derived warrant acceptance of the donation. Criteria for the evaluation include but are not limited to:

- A. Consideration of an immediate or initial expenditure required by the City in order to accept the donation, which has not been included in the approved budget;
- B. The potential, and extent, of the City's obligation for a one-time or on-going general maintenance, match, or supplement to the donation;
- C. The City has a previously approved agreement with the FM Area Foundation that outlines the acceptance of donations on the City's behalf for projects identified through the strategic planning process.

IV. Acknowledgement of Donations

- A. A Donation Acceptance Form is required to be completed by the receiving Department Director or the City Manager's Office for all donations provided to the City (form attached). This includes on line donations and those that come from the FM Area Foundation.
- B. Acknowledgement of the donation should be in writing and be the responsibility of the Department Director who is the beneficiary of the donation to initiate. All donations shall be acknowledged by the City

Manager. A copy of the acknowledgement should be forwarded to donors.

- C. The Donor Acceptance Form including the donor names and donation amounts are public information subject to disclosure.

V. Declined Donations

- A. The City of Moorhead reserves the right to decline any donation if, upon review, acceptance of the donation offer is determined in the sole discretion of the City to be not in the best interest of the City.
- B. If the donation's intended use is for religious or sectarian purposes, it must be denied as per Minnesota Statutes Section 465.03.

VI. Distribution of Donation

- A. Tangible items will be distributed to appropriate City departments for use or, at the discretion of the Department Director or City Manager, disposed of in an appropriate manner according to this policy.
- B. Donations will be deposited into the appropriate revenue account in the City Contribution Fund for use by the designated City department.

VII. Dissemination of Information

- A. A copy of each Donation Acceptance Form for accepted donations shall be forwarded for information to the City Manager's Office.
- B. A copy of each Donation Acceptance Form for accepted donations shall be forwarded for information to the Finance Department and the designated department for which the donation was assigned.
- C. Each original Donation Acceptance Form shall be maintained by the City Clerk's Office.



DONATION ACCEPTANCE FORM

Name of Donor:

Address: _____ City: _____ State: _____ Zip: _____

Description of donation:

Donor estimate of current value:

Potential immediate or initial acquisition or installation cost, any on-going maintenance or replacement cost:

Intended use:

Conditions of acceptance or donor designation:

Remarks:

City Department receiving donation:

APPROVED

☐

DISAPPROVED

☐

Department Head Signature

Date

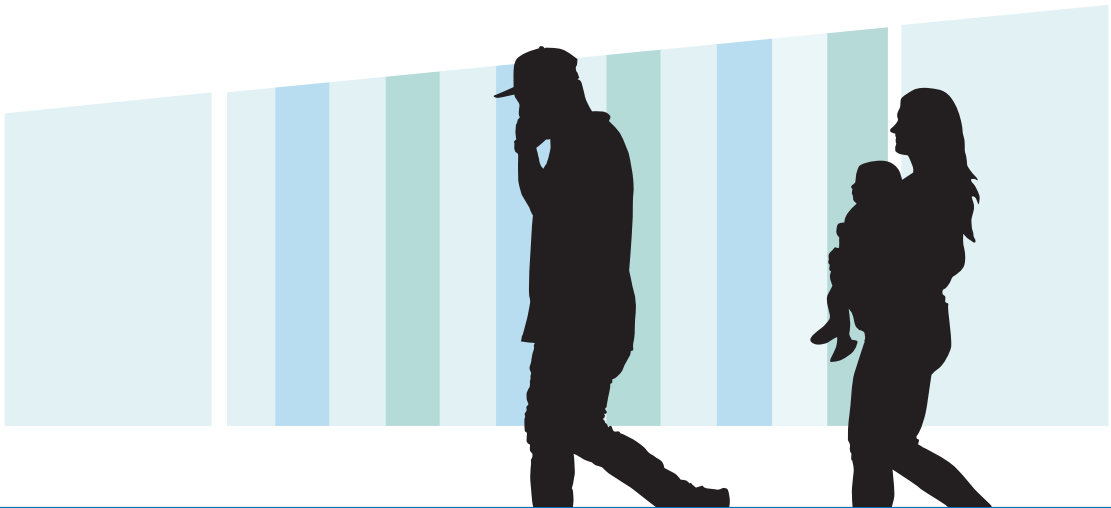
City Manager Signature

Date

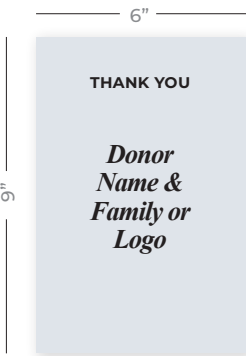
DONOR WALL

\$2,500+

All gifts of \$2,500 or more will be recognized on a custom display in the main entry.

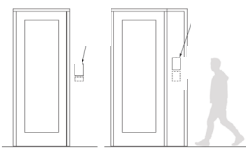


SIGNAGE & PLACEMENT EXAMPLES

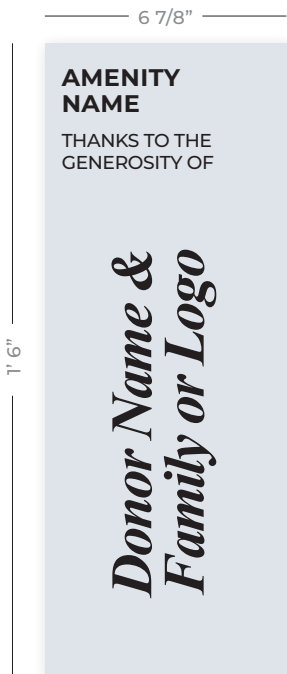


APPEARANCE SUBJECT TO CHANGE

UNDER \$50,000
CONFERENCE ROOMS
FOCUS ROOMS
WORK NOOKS



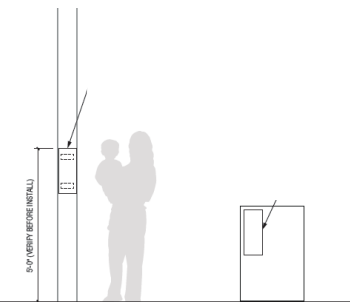
SIGNAGE PLACEMENT EXAMPLES ON DOORWAYS



APPEARANCE SUBJECT TO CHANGE

\$50,000+

COMMUNITY LOFT
PRESENTATION HALL
TECHNOLOGY
FIRESIDE COMMONS
SUSTAINABILITY
WELCOME DESK



PLACEMENT EXAMPLES ON SUPPORT BEAMS OR CASEWORK

PROJECT FUNDING



- LOCAL OPTIONS SALES TAX
- CITY OF MOORHEAD FUNDING
- NAMING OPPORTUNITIES AND OTHER SOURCES
- CENTER FOR ENTREPRENEURSHIP GRANT
- SALES TAX EXEMPTION FOR CONSTRUCTION MATERIALS

To sponsor The Loop, contact the Mayor's Office at 218.299.5307 or email mayor@moorheadmn.gov

THE LOOP

Moorhead Public Library

Sponsorship Opportunities

Gifts more than \$100,000



AVAILABLE

Walking Loop

- 1/8 mile loop
- Large windows with views of downtown and the Red River

Minimum: \$1,000,000

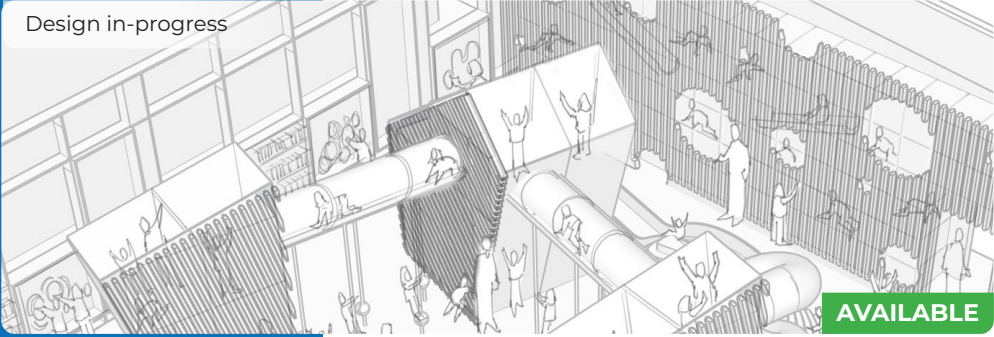


AVAILABLE

Children's Library

- Reading Nooks
- Activity Corner
- Eye-level Shelves for Kids

Minimum: \$500,000

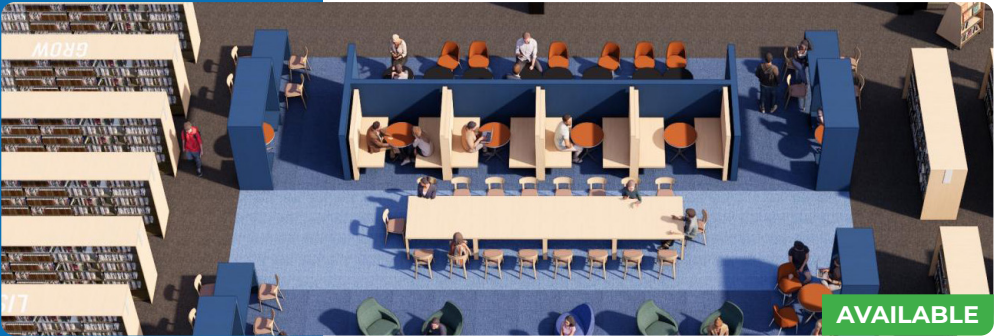


AVAILABLE

Indoor Playground

- Active social area by the walking loop/playground
- Table and chairs for gatherings and games

Minimum: \$500,000



AVAILABLE

Spark Center for Entrepreneurship

- Flexible working spaces
- Networking opportunities
- Resources and educational events for entrepreneurs

Minimum: \$250,000



SPONSORED

Presentation Hall

- Community Programs/Events
- 100 Seats
- Equipped for Live and Virtual Presentations

Sponsored

Fireside Commons

- Relax seating near the main entrances
- Small fireside gatherings

Minimum: \$75,000

Technology

- Computer Stations
- Presentation Displays
- High-Speed Wifi
- Virtual Meeting Cameras/Speakers
- Podcasting Equipment

Minimum: \$75,000

Community Loft

- Active social area by the walking loop/playground
- Table and chairs for gatherings and games

Minimum: \$50,000

Welcome Desk

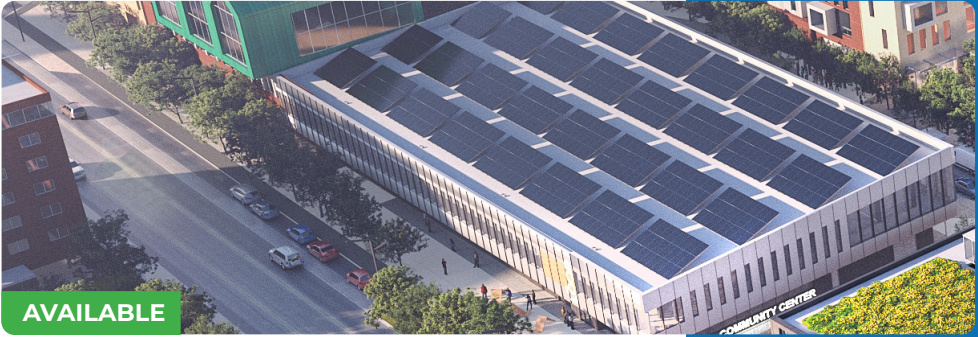
- Information center for visitors near the main entrance

Minimum: \$50,000

Sustainability

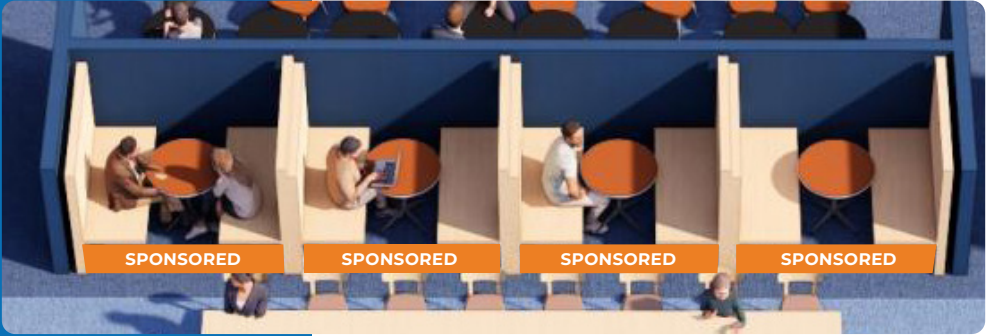
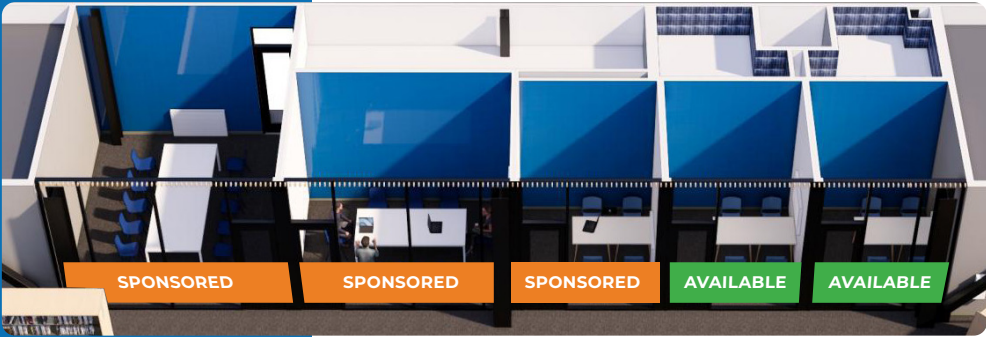
- Solar panels
- Triple pane windows
- LEED Certified
- Energy-saving designs through bright energy solutions

Minimum: \$50,000



Gifts \$50,000 to \$100,000

Gifts \$5,000 to \$50,000



Conference and Focus Rooms

2 of 5 Available

- Quiet spaces for presentations, collaboration, virtual meetings, concentration, and podcasting

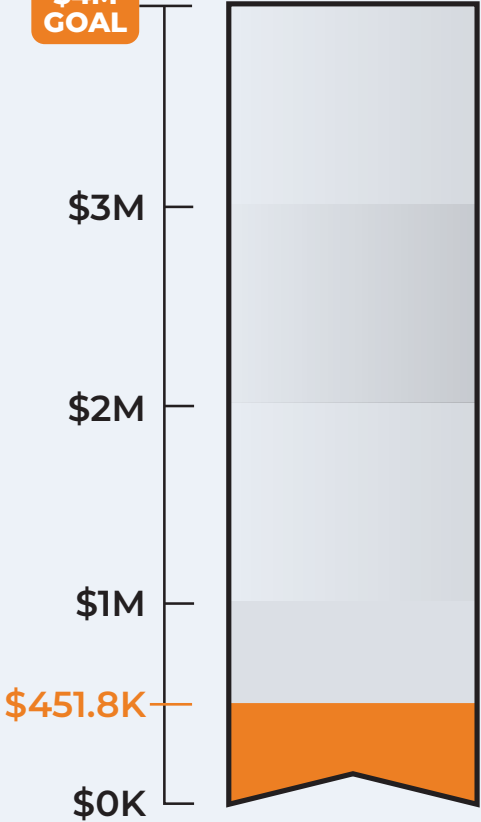
Minimum: \$25,000

Work Nooks

- Booth seating in the Center for Entrepreneurship
- Individual or small group productivity

Sponsored

\$4M GOAL



Sponsorship Goals

100+ gifts are needed to raise \$4 million to complete The Loop.

Sponsored	Remaining	Amount	Totaling
0	2	\$1,000,000	\$2,000,000
0	1	\$500,000	\$500,000
0	2	\$250,000	\$500,000
2	1	\$100,000	\$300,000
0	3	\$50,000	\$150,000
5	3	\$25,000	\$200,000
0	10	\$10,000	\$100,000
5	15	\$5,000	\$100,000
6	24	\$2,500	\$75,000
1	Many	< \$2,500	\$75,000
100+ GIFTS			TOTAL: \$4,000,000

Your gift will make a lasting impact in downtown Moorhead for years to come!

MOORHEAD PUBLIC LIBRARY
FAST FACTS FROM 2024

158K+
VISITS

500+
VISITORS EVERY DAY

9,256
REFERENCE QUESTIONS
ANSWERED BY STAFF

488
PROGRAMS HOSTED
WITH TOTAL OF 11,282
PARTICIPANTS

APPROX.
2,400
SIGNED UP FOR A
LIBRARY CARD

1,409
COMPUTER USE
SESSIONS EACH MONTH

RESOLUTION

Resolution to Approve Pledge and Naming Rights Agreement for Donations to The Loop | Moorhead Public Library & Community Center

WHEREAS, the City of Moorhead is constructing The Loop | Moorhead Public Library & Community Center; and

WHEREAS, \$4 million in private fundraising is being solicited to offset construction inflation and to make The Loop a civic amenity that will be enjoyed for generations to come; and

WHEREAS, certain spaces and features of the building are being offered to donors with naming rights to recognize and honor contributions of businesses, families, and individuals; and

WHEREAS, the Moorhead City Attorney has drafted a form of agreement that includes provisions for such naming rights that addresses the term and conditions that may affect the naming rights of donor and the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are herein authorized and directed to enter into naming rights agreements with donors that meet the minimum donations for spaces identified in Exhibit A.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead that any donations not meeting the minimum donations for spaces identified in Exhibit A will be brought to the City Council for individual consideration.

PASSED: July 28, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk