



**CITY COUNCIL
MEETING AGENDA
SEPTEMBER 8, 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. Police Swearing In/Badge Pinning
- B. Proclamation: 2025 Welcoming Week
- C. Presentation: Clay County Housing and Redevelopment Authority

6. Approve Minutes

- A. August 25, 2025 Meeting Minutes

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

8. *Mayor and Council Appointments

9. Public Hearings (5:45 pm)

- A. Public Hearing to Consider 2025 Border City Enterprise Zone Program
- B. Resolution to Approve 2025 Border City Enterprise Zone Program

10. Community Development Department

- A. *Resolution to Approve Grant Agreement with MN Department of Transportation Office of Aeronautics for Maintenance and Operations - Moorhead Municipal Airport Florence Klingensmith Field
- B. *Consider Actions Relating to Projects at the Moorhead Municipal Airport - Florence Klingensmith Field

- C. *Resolution to Approve Task Order with Mead and Hunt for the PAPI Replacement Project Phase I
- D. *Resolution to Approve Agreement with the US Federal Aviation Administration for the PAPI Replacement Project Phase I

11. Economic Development

- A. Resolution to Approve an Option Agreement for DG Fuels for City-owned Real Property described as all or a portion of 2900 50 St S (58.900.1505)
- B. *Resolution to Approve the Sale of City-owned Land located at 2200 8 Ave N (58.214.0010) to Nygaard Nursery LLC

12. Engineering Department

- A. *Resolution to Reject Bids for Underground Utility Improvements for Partridge Creek 1st Addition (Eng. No. 25-A6-03)

13. Fire Department

14. Moorhead Public Service

15. Parks and Recreation Department

- A. *Resolution to Approve Budget Adjustment #25-026 to Replace Rope on the Hjemkomst Ship

16. Police Department

17. Public Works

18. Administration

- A. Resolution to Approve Consent to the Clay County Housing and Redevelopment Authority 2026 Special Benefit Tax
- B. *Resolution to Approve New Liquor License to Kwik Trip, Inc
- C. *Resolution to Approve a Minnesota Lawful Gambling Permise Permit for Moorhead Youth Hockey Association

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



Moorhead Police Department

911 11th St N
Moorhead, MN 56560
218.299.5120 | www.moorheadpolice.com



MEMORANDUM

TO: Moorhead City Council Members

FROM: Chief Chris Helmick

DATE: 09.03.2025

RE: Five Additional Members of the Moorhead Police Department

We are proud to welcome five additional members to the Moorhead Police Department who will be taking their oath and officially joining our team as sworn Police Officers. Below are brief biographies introducing each of them.

Please join us in welcoming them to the City of Moorhead team!

OFFICER BIOGRAPHIES

Officer Emaline Bozovsky: Officer Bozovsky graduated from NDSU with a bachelor's degree of science in Criminal Justice and a minor in psychology. She started her career in law enforcement as a Cadet for Moorhead PD. This will be her first sworn officer position. Officer Bozovsky will be wearing Badge #346.

Officer Binyad Brifki: Officer Brifki has spent the last 3 years serving as an infantry man for the Minnesota National Guard. While serving, he started his career in law enforcement as a Cadet for Moorhead PD. This will be his first sworn officer position. Officer Brifki will be wearing Badge #303.

Officer Aaron Broer: Officer Broer served in the Marine Corps Reserve where he also graduated from the American Military University prior to moving to the FM area. He spent the last 6 years in his family's business as a production manager. Officer Broer will be wearing Badge #347.

Officer Razwan Mohamed: Graduated from Elms College with a bachelor's in criminal justice. He started his career in law enforcement as a Cadet for Moorhead Police Department. This will be his first sworn officer position. Officer Mohammed will be wearing Badge #319.

Officer Michael Tol: Officer Tol graduated from Minnesota State Community and Technical College where he earned a degree in Criminal Justice. He started his career in law enforcement as a Cadet with the Moorhead Police department, and this will be his first sworn officer position. Officer Tol will be wearing Badge #340.

**OFFICIAL PROCLAMATION
CITY OF MOORHEAD, STATE OF MINNESOTA**

WHEREAS, *We envision a community where all individuals, including immigrants, refugees, and New Americans, have the opportunity to reach their full potential, actively engage with their neighbors, and contribute their unique talents; this vision is essential to the prosperity and well-being of Moorhead and enriches our shared future; and*

WHEREAS, *The input and perspectives of both newcomers and long-standing residents are vital to shaping inclusivity and welcoming; and*

WHEREAS, *Collaborating together fosters greater understanding, particularly among those who may have concerns or limited awareness of the evolving demographics within our community; and*

WHEREAS, *Every person brings unique talents that contribute to the vibrancy of our community, and our welcoming efforts should embrace inclusivity for all groups; and*

WHEREAS, *The best outcomes are achieved when diverse backgrounds and perspectives are meaningfully engaged, fostering an equitable and collaborative environment where differences are valued and harnessed; and*

WHEREAS, *Leaders have a pivotal role in recognizing and supporting community partners who are instrumental in enhancing our collective capacity for this important work; and*

WHEREAS, *It is crucial to appreciate and promote multisector collaboration as a means to build a stronger, more inclusive community.*

NOW, THEREFORE, BE IT RESOLVED, *That I, Shelly Carlson, Mayor of the City of Moorhead, do hereby proclaim September 12 -21, 2025, to be:*

WELCOMING WEEK IN MOORHEAD

And encourage all residents to celebrate the spirit of inclusivity and unity, and to work together to build a community where every individual has the opportunity to contribute their best.

IN WITNESS WHEREOF, *I have set my hand and caused the Official Seal of the City of Moorhead to be affixed this day of September 5, 2025.*


Shelly Carlson, Mayor
City of Moorhead





**MINUTES OF THE CITY COUNCIL
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.
August 25, 2025 - 5:30 PM**

1. Call to Order/Roll Call

Roll call of the members was made as follows:

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

Absent (1): Deb White

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

Motion to Approve made by Heather Nesemeier and seconded by Sebastian McDougall.
For 7: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

5. Recognitions/Presentations

A. Assistant Chief Bill Ahlfeldt Swearing-In and Oath of Office

Police Chief Chris Helmick introduced Assistant Chief Bill Ahlfeldt who was sworn in by Mayor Carlson.

B. The Loop Sponsorship Recognition: Visit Fargo Moorhead

Governmental Affairs Director Lisa Bode introduced President & CEO of Visit Fargo-Moorhead Charley Johnson and thanked Visit FM for its generous sponsorship of the Presentation Hall within the Moorhead Public Library Community Center.

C. Presentation: 2025A and 2025B Bond Sale, Baker Tilly Municipal Advisors

Baker Tilly Director Chris Hogan shared information on the sale of 2025A & 2025B bonds.

D. Presentation: MetroCOG - 20th St/I-94 Interchange Study

FM Metropolitan Council of Governments Transportation Planner Dan Farnsworth and Senior Transportation Manager with Stantec Wade Frank presented information on the 20 St and I-94 Interchange Study.

6. Approve Minutes

A. August 11, 2025 Meeting Minutes

Motion to Approve made by Emily Moore and seconded by Ryan Nelson.

For 7: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, 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 residents addressed the City Council about vector control, garbage on the boulevards, sidewalk conditions, and snow and ice removal.

8. *Mayor and Council Appointments

9. Public Hearings (5:45 pm)

A. Public Hearing to Consider Actions Relating to Declaration of a Hazardous Building - 1402 1st Avenue North, Parcel No. 58.721.0100

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

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

Community Development Director Kristie Leshovsky presented information on the proposed declaration of a hazardous building located at 1402 1st Avenue North.

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

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

B. Resolution to Declare 1402 1st Avenue North structure a hazardous building under Minnesota Statute 463 and order the owner of the hazardous building to correct or remove the hazardous condition of the building

Motion to Approve Items 9B. & 9C. made by Chuck Hendrickson and seconded by Heather Nesemeier. For 7: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, 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 1402 1st Avenue North by Demolition if the Owner Fails to Address the Hazardous Conditions

10. Community Development Department

11. Economic Development

A. *Resolution to Approve Amendment to the Tax Incentive Agreement for 9Thirteen, LLC, to transfer the benefit of their tax incentive to Block 37 Moorhead, LLC, for a project located at 113 10th Street South (58.575.0600)

12. Engineering Department

13. Fire Department

14. Moorhead Public Service

- A. *Resolution to Approve Change Order Nos. 1 and 2 with Border Construction, LLC, for MPS' Redundant Network Operations Center
- B. *Resolution to Award Bid for Furnishing Electric Power Transformers at MPS' Northeast Substation
- C. *Resolution to Award Bid for Furnishing 115 kV Breakers at MPS' Northeast Substation

15. Parks and Recreation Department

16. Police Department

- A. Back to School Traffic Safety Plan

Police Chief Chris Helmick shared information on a proposed citywide traffic safety day on the first day of school named in honor of Adam Amin.

17. Public Works

18. Administration

- A. Resolution to Approve and Accept Offer of Sale of General Obligation Temporary Improvement Bonds, Series 2025A

Motion to Approve made by Heather Nesemeier and seconded by Chuck Hendrickson.
For 7: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

- B. Resolution to Approve and Accept Offer of Sale of General Obligation Improvement and Wastewater Refunding Bonds Series 2025B

Motion to Approve made by Lisa Borgen and seconded by Sebastian McDougall.
For 7: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Emily Moore, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

Motion Passed

- C. *Second Reading of Ordinance 2025-08: An Ordinance Granting a Fiber Optic Franchise to Gateway Infrastructure, LLC
- D. *Resolution to Approve Title and Summary of Ordinance 2025-08
- E. *Resolution to Approve a Franchise Agreement for the Use of Public Right-Of-Way for Fiber Optic Infrastructure with Gateway Infrastructure, LLC

F. Discuss Aerial Spraying as a means of Vector Control

Mayor Carlson spoke about citizen engagement and asked the City Council how it wants to proceed with existing City policy related to aerial spraying mosquitoes.

A request was made by Council Member Mattson to have staff explore options for testing resistance of insecticide in mosquitoes in our area.

Motion to Re-instate the current policy that was previously "paused" made by Chuck Hendrickson and seconded by Emily Moore.

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

19. Mayor and Council Reports

Council Member Hendrickson attended the Midwest Technology Summit. Council Member Hendrickson also shared his condolences for Nancy Edmonds Hanson, family and friends on the passing of Russ Hanson.

Council Member Nesemeier mentioned an upcoming Solid Waste Advisory Committee meeting. Council Member Nesemeier shared details on upcoming events for Greater Moorhead Days. Council Member Nesemeier mentioned the Moorhead Global Market is taking place on August 26 in conjunction with the Moorhead Farmers Market. Council Member Nesemeier also participated in the Indigenous Picnic.

Council Member Mattson shared information on an Open House hosted by Moorhead Community Access Media.

Council Member Moore attended a Lake Agassiz Regional Library board meeting. Council Member Moore met with Lakes & Prairies Community Action Partnership about services and support in the region.

Mayor Shelly Carlson participated in 19 meetings and events since the last City Council meeting. Mayor Carlson met with the Kurdistan Center of Minnesota. Mayor Carlson mentioned the Employee Appreciation Picnic and expressed thanks to City employees for all they do. Mayor Carlson spoke at the Teiken Academy at Moorhead High School. Mayor Carlson attended a League of Minnesota Cities board meeting and was a judge at the first Ms. Africa North Dakota and Clay County pageant. Mayor Carlson participated in Hands for Change at Concordia College and welcomed new students. Mayor Carlson attended an event at Luther Family Ford and expressed her gratitude to Officer Shawn Griego who was selected as Law Enforcement Officer of the Month. Chief Helmick and Mayor Carlson also spoke on Minnesota Public Radio about Moorhead.

20. City Manager Reports

City Manager Mahli thanked Council members and staff for participating in the Employee Appreciation Picnic.

21. Executive Session

- A. Closed Executive Session pursuant to MN Statute 13D.05, Subdivision 3c(3), for the purpose of developing the sale price for the real property described as all or a portion of Parcel Number 58.900.1505 owned by the City of Moorhead and providing staff and the City Attorney negotiation direction regarding the potential sale of all or a portion of Parcel Number 58.900.1505

Motion to Enter Closed Session at 7:06pm made by Lisa Borgen and seconded by Heather Nesemeier.

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

- B. Closed Executive Session pursuant to MN Statute 13D.05, Subdivision 3c(3), for the purpose of developing the sale price for the real property described as Parcel Numbers 58.575.1011 and 58.575.1050 owned by the City of Moorhead and providing staff and the City Attorney negotiation direction regarding the potential sale of Parcel Numbers 58.575.1011 and 58.575.1050

- C. Closed Executive Session pursuant to MN Statute 13D.05, Subdivision 3c(3), for the purpose of developing the sale price for the real property described as Parcel Number 58.214.0010 owned by the City of Moorhead and providing staff and the City Attorney negotiation direction regarding the potential sale of Parcel Number 58.214.0010

Motion to Exit Closed Session at 7:35pm made by Ryan Nelson and seconded by Sebastian McDougall.

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

22. New Business

23. Adjourn

Meeting adjourned at 07:38 PM.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

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



City Council Communication

September 8, 2025

SUBJECT:

Public Hearing to Consider 2025 Border City Enterprise Zone Program

RECOMMENDATION:

The Mayor and City Council are asked to conduct a public hearing and consider a resolution to approve the credit level and program cap for the 2025 Border City Enterprise Zone Program.

BACKGROUND/KEY POINTS:

The Border City Program is the State's legislative response to the unique competitive issues faced by five cities located on Minnesota's northwest border with North Dakota. The five designated border cities are East Grand Forks, Dilworth, Moorhead, Breckenridge, and Ortonville. Border City statutes allow jurisdictions to develop local programs which best suit their city's needs within certain parameters. During the legislative session, updates are provided by city leaders on proposals being advocated by the City or others which may affect the Border City Program. In the 2019 Legislative Session, legislation was passed making an ongoing annual allocation of \$750,000 to the Border City Enterprise Zone Fund and in 2025, Moorhead's pro rata share was approximately \$529,808.

One Border City Enterprise Zone program created to support current businesses is the "Worker's Compensation Rebate Program" which provides an income tax credit for a portion of a business's actual workers compensation expense. ***In the 2024 program year, 88 businesses completed the application, representing 2,144 full time equivalent employees, and \$350,778 Enterprise Zone credits paid.*** Although there were fewer businesses that participated, there were more FTEs than in the previous year.

This program is reviewed annually by the Economic Development Authority and City Council. On August 4, 2025, the Economic Development Authority unanimously recommended increasing the credit amount and asked staff to analyze the cost of increasing the credit.

Program cost estimates for varying credit levels and program caps were prepared based on 2024 program participation:

	\$30,000 Cap	\$40,000 Cap	\$50,000 Cap
25% Credit Level	\$350,778	\$370,778	\$390,778
27% Credit Level	\$374,033	\$404,033	\$414,033
30% Credit Level	\$408,925	\$428,925	\$448,925

Increasing the credit level to 30% with a program cap of \$40,000 per business would be appropriate for the 2025 program year.

Enterprise Zone 2025 Program Year (September 2025 — April 2026)

Around this time each year, the City Council holds a public hearing to review any changes to the program and authorize local officials' signatures (or designee) on the state's tax credit form which the business ultimately submits with their Minnesota income tax filing. Once a credit and



City Council Communication

September 8, 2025

program cap is approved, past program participants and new businesses will be notified that the online application portal is ready to accept applications for the 2025 program year.

Marketing the Program

There are a variety of ways information about this program is shared with businesses. This communication continues with businesses throughout the year.

- ✓ City Insights – Article appears once per year in the semi-annual mailing delivered to all Moorhead mailing addresses, both residential and commercial/industrial properties
- ✓ City Website – Program information and a contact form is included on the business pages at the following link: <https://cityofmoorhead.com/business/incentive-programs/business-credit>
- ✓ Online Application Portal – Program information can also be found on the homepage of the application portal.
- ✓ Business List (ongoing database) – List of businesses that have participated in past years and new businesses added. A couple ways new businesses are added to the list include review of the city's building permit reports and firsthand knowledge of new businesses.
- ✓ Flyer – Emailed to businesses that have participated in the past and/or new businesses that have been added to the master database list
- ✓ Public Hearing Notice & Public Hearing – a notice is published in the city's legal newspaper (The Extra) and a public hearing prior to the program year beginning to approve the credit levels businesses will receive in the upcoming year.
- ✓ Public Speaking Engagements – The Economic Development team regularly speaks to various organizations (MBA, Service Clubs, Banks, Realtors, Tax Professionals) on economic development activities, including this program.

FINANCIAL CONSIDERATIONS:

Program administration, including mailings and online implementation costs, are the only direct expenses incurred.

The Worker's Compensation Rebate Program is funded through state-paid tax credits to the Border City Enterprise Zone fund. Annual allocations to that fund are fixed in the state budget for which Moorhead's share, based on population, is generally around \$525,000. Based on past participation, it is estimated that the reduction to Moorhead's Enterprise Zone Fund (credits paid to businesses) would be approximately \$425,000-450,000.

Voting Requirements: 4/5 of Council (7)

Submitted By:

Dan Mahli, City Manager

Derrick LaPoint, DMI/Economic Development

Amy Thorpe, Economic Development Program Administrator

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve 2025 Border City Enterprise Zone Program

WHEREAS, the State of Minnesota passed legislation providing for the designation of certain cities as Border City Enterprise Zones to retain and attract businesses and jobs to thereby enhance the economic vitality of the City as well as the State of Minnesota; and

WHEREAS, the City of Moorhead through an Implementation Task Force for Enterprise Zone legislation developed the procedures and regulations by which Enterprise Zone Credits would be made available to eligible businesses within the City of Moorhead; and

WHEREAS, upon review and approval of this program, the State of Minnesota Department of Employment and Economic Development designated the City of Moorhead a Border City Enterprise Zone; and

WHEREAS, the Minnesota Legislature passed law in 2019 making an ongoing annual appropriation of \$750,000 to the Border City Enterprise Zone Fund. Moorhead's pro rata share allocated in July 2025 was \$529,808.44; and

WHEREAS, a notice of public hearing was published on August 7, 2025, in the legal newspaper, and letters were sent by electronic and USPS mail to the Clay County Administrator and the Moorhead Public School Superintendent, as required by state statute; and

WHEREAS, a public hearing was held by the Moorhead City Council on September 8, 2025, at 5:45 pm.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, upon the unanimous recommendation of the Moorhead Economic Development Authority that those businesses which were so designated in any year between 1983 and 2024 which have applied in 2025 are eligible to receive State-paid job credits for the applicable income tax year, subject to legislated maximums of \$1,500 per employee, as follows:

1. Citywide applicants to the Border City Enterprise Zone Workers Compensation Rebate Program are approved for a credit level of 30% of their earned workers compensation expense with a program maximum of \$40,000 per business; and
2. The Mayor and City Manager are herein authorized and directed to enter into and execute, for and on behalf of the City of Moorhead, any document or agreement which will stipulate the terms and conditions by which State-paid credits will be provided.

PASSED: September 8, 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

September 8, 2025

SUBJECT:

Resolution to Approve Grant Agreement with MN Department of Transportation Office of Aeronautics for Maintenance and Operations – Moorhead Municipal Airport Florence Klingensmith Field

RECOMMENDATION:

The Mayor and Council are asked to consider a resolution to approve a Grant Agreement for Airport Maintenance and Operations with the MN Department of Transportation Office of Aeronautics

BACKGROUND/KEY POINTS:

The proposed grant would reimburse the City/Airport for maintenance and operations costs not reimbursed by other grant sources (exp: utilities, maintenance, repairs, insurance, etc.). The grant would remain in effect for State fiscal years 2026-2027 (July 2026-June 2027) and would reimburse the City up to \$29,636.00 annually for eligible maintenance and operations expenses.

FINANCIAL CONSIDERATIONS:

The grant would provide up to 75% of eligible airport maintenance and operations costs up to a maximum of \$29,636.00 annually. This is a slight increase to the 2024-2025 grant (\$29,504.00).

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve Grant Agreement with MN Department of Transportation Office of Aeronautics for Maintenance and Operations – Moorhead Municipal Airport Florence Klingensmith Field

WHEREAS, the City of Moorhead desires the financial assistance of the State of Minnesota for maintenance and operations costs at the Moorhead Municipal Airport – Florence Klingensmith Field; and

WHEREAS, the State of Minnesota is willing and authorized to provide financial assistance to the City of Moorhead for maintenance and operations costs at the Airport.

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

1. That the City of Moorhead has applied for and been awarded the State of Minnesota contract Number 1060343 “Airport Maintenance and Operations Grant Contract” by the Minnesota Department of Transportation at the Moorhead Municipal Airport and it is hereby accepted; and
2. That the City of Moorhead agrees to the terms and conditions of the Grant Agreement; and
3. That the Mayor and City Manager are herein authorized to execute the Agreement and any amendments on behalf of the City of Moorhead.

PASSED: September 8, 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

September 8, 2025

SUBJECT:

Consider actions relating to the Moorhead Municipal Airport – Florence Klingensmith Field

RECOMMENDATION:

The Mayor and Council are asked to consider the following actions relating to projects at the Moorhead Municipal Airport – Florence Klingensmith Field:

- A. Resolution to Approve Task Order with Mead and Hunt – PAPI Replacement Project Phase I
- B. Resolution to Approve Agreement with Federal Aviation Administration – PAPI Replacement Project Phase I

BACKGROUND/KEY POINTS:

Precision Approach Path Indicator (PAPI) Project Phase I includes replacing the existing runway PAPI box units and concrete foundations with new 4-box LED PAPI's and new concrete foundations. The existing PAPI's are original 1990's era units and the concrete foundations are broken/heaving. Replacement components are no longer available. The Task Order includes preparation of required FAA application materials, survey, environmental, plans and specifications, design report, bidding services, and grant close out application. Once the project is bid, Phase II construction costs will be brought before the Mayor and Council for action.

FINANCIAL CONSIDERATIONS:

The PAPI Phase I project was funded within the 2025 Capital Improvement Budget.

- PAPI Phase I: \$70,400 – 90% FAA, 5% MnDOT, 5% Local

A future resolution approving the MnDOT Grant Agreement will be brought before the City Council once provided by MnDOT.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

Attachments:

Draft Resolution – Mead and Hunt Task Order – PAPI Project Phase I

Draft Resolution – FAA Agreement – PAPI Project Phase I

RESOLUTION

Resolution to Approve Task Order with Mead and Hunt for the PAPI Replacement Project Phase I

WHEREAS, Mead and Hunt have prepared a proposal to provide application materials, survey, environmental, plans and specifications, design report, bidding services, and grant close out application for the PAPI Replacement Project Phase I at the Moorhead Municipal Airport – Florence Klingensmith Field; and

WHEREAS, the cost for the services is \$70,400 and will be financed through U.S. FAA and MnDOT Office of Aeronautics Grant Agreements and funds within the Airport Capital Improvement Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Task Order is approved and the Mayor and City Manager are authorized to enter into the Agreement/Order and any required amendments to complete the work up to a cumulative total not to exceed local/City funding amount of \$500 with Mead and Hunt for the application materials, survey, environmental, plans and specifications, design report, bidding services, and grant close out application for the PAPI Replacement Project Phase I at the Moorhead Municipal Airport – Florence Klingensmith Field.

PASSED: September 8, 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 Agreement with the US Federal Aviation Administration for the PAPI Replacement Project Phase I

WHEREAS, the City of Moorhead desires the financial assistance of the United States Federal Aviation Administration for the PAPI Replacement Project – Phase I at the Moorhead Municipal Airport – Florence Klingensmith Field; and

WHEREAS, the United States Federal Aviation Administration is willing and authorized to provide financial assistance to the City of Moorhead for improvements of the Moorhead Airport.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead a that the Mayor and City Manager are authorized to execute the necessary Agreements and Amendments with the U.S. Federal Aviation Administration on behalf of the City of Moorhead for the PAPI Replacement Project – Phase I at the Moorhead Municipal Airport – Florence Klingensmith Field.

PASSED: September 8, 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

September 8, 2025

SUBJECT:

Resolution to Approve an Option Agreement for DG Fuels for City-owned Real Property described as all or a portion of 2900 50 St S (58.900.1505)

RECOMMENDATION:

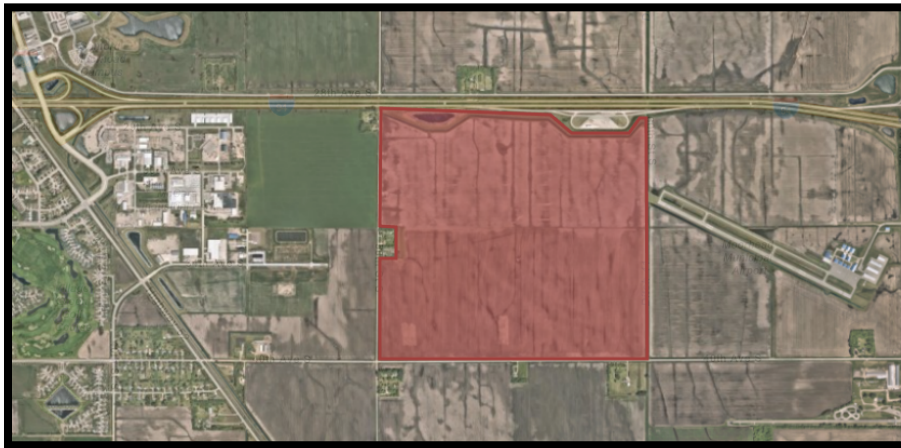
The Mayor and City Council are asked to consider a resolution to approve an option agreement for City-owned land located at 2900 50th St. S. (58.900.1505)

BACKGROUND/KEY POINTS:

Michael Darcy, DG Fuels, has proposed constructing a sustainable aviation fuel (SAF) facility in Moorhead. He has requested to enter into an Option Agreement for the purpose of applying for a federal grant to the Department of Energy for projects related to sustainable aviation fuel and site control will help strengthen that application.

For this project to proceed, DG Fuels will be required to go through rigorous due diligence with various state and federal agencies. Within the due diligence period, extensive conversations will occur to discuss local infrastructure and utility needs.

General Location Map



FINANCIAL CONSIDERATIONS:

The option payment will be held in escrow for the duration of the due diligence period to be applied to the purchase price, if DG Fuels timely exercises the option to purchase.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Derrick LaPoint, DMI/Economic Development

Amy Thorpe, Economic Development Program Administrator

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve Sale of City-owned Land located at 2900 50th St S (58.900.1505) to DG Fuels

WHEREAS, the City-owned property located at 2900 50th St. S. (58.900.1505) has been advertised for disposal and published in the City's legal newspaper on August 28, 2025, in accordance with the Charter Section 13.05; and

WHEREAS, an executive session of the City Council was held on August 25, 2025, to present an offer received from DG Fuels for an option on the property according to the terms and conditions presented; and

WHEREAS, DG Fuels has proposed to construct and operate a sustainable aviation fuel facility at this location; and

WHEREAS, DG Fuels intends to submit a federal grant application to the Department of Energy for projects related to sustainable aviation fuel (SAF) and site control will help strengthen that application; and

WHEREAS, DG Fuels will also be required to go through rigorous due diligence with various state and federal agencies, such as with the Minnesota Pollution Control Agency (MPCA), before moving forward with a project; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the Mayor and City Manager are authorized to enter into and execute any documents necessary to provide DG Fuels with an option to purchase City-owned land located at 2900 50th St. S. (58.900.1505), the final terms of which shall be to the satisfaction of the City Manager and City Attorney as to the intent of the Moorhead City Council.

PASSED: September 9, 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

September 8, 2025

SUBJECT:

Resolution to Approve the Sale of City-owned Land located at 2200 8th Ave. N. (58.214.0020) to Nygaard Nursery LLC

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve the sale of City-owned land located at 2200 8th Ave. N. (58.214.0010)

BACKGROUND/KEY POINTS:

Luke Nygaard, Nygaard Nursery, has made an offer to purchase property in Moorhead to expand and operate his family-owned retail garden center. On August 25, 2025, the City Council heard details of this offer in an executive session and directed the City Manager to proceed. This property was advertised with the annual Notice of Land Availability published on February 20, 2025.

The final terms of the Purchase Agreement will be to the satisfaction of the City Manager and City Attorney as to the intent of the City Council's direction on August 25, 2025.

General Location Map



FINANCIAL CONSIDERATIONS:

75% of the proceeds from this sale shall be placed in a Building Improvement Fund for projects to correct "red rated" facility deficiencies identified in the Facilities Condition Assessment or to replace or repair park neighborhood recreation centers, or to address other capital facility needs. The remaining 25% shall be placed in an account for future development expenses or opportunities for items including but not limited to appraisals, closing costs, surveys, building/site reports, downtown improvements, etc.

Voting Requirements: Majority of Council



City Council Communication

September 8, 2025

Submitted By:

Dan Mahli, City Manager

Derrick LaPoint, DMI/Economic Development

Amy Thorpe, Economic Development Program Administrator

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve Sale of City-owned Land located at 2200 8 Ave N (58.214.0010) to Nygaard Nursery LLC

WHEREAS, the City-owned property located at 2200 8 Ave N (58.214.0010) has been offered for sale and published in the City's legal newspaper on February 20, 2025; and

WHEREAS, an offer to purchase the property was made by Nygaard Nursery LLC, a Minnesota limited liability company, according to the terms and conditions presented to the City Council at an executive session held on August 25, 2025; and

WHEREAS, Nygaard Nursery LLC, a family-owned retail garden center, has plans to operate and expand their business from this location; and

WHEREAS, 75% of the proceeds from this sale shall be placed in a Building Improvement Fund for projects to correct "red rated" facility deficiencies identified in the Facilities Condition Assessment or to replace or repair park neighborhood recreation centers, or to address other capital facility needs. The remaining 25% shall be placed in an account for future development expenses or opportunities for items including but not limited to appraisals, closing costs, surveys, building/site reports, downtown improvements, etc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the Mayor and City Manager are authorized to enter into and execute any documents necessary for the sale of City-owned land located at 2200 8 Ave N (58.214.0010) to Nygaard Nursery LLC, the final terms of which shall be to the satisfaction of the City Manager and City Attorney as to the intent of the Moorhead City Council.

PASSED: September 9, 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

September 8, 2025

SUBJECT:

Resolution to Reject Bids for Underground Utility Improvements for Partridge Creek 1st Addition (Eng. No. 25-A6-03)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to reject bids for the above-referenced project.

BACKGROUND/KEY POINTS

Partridge Creek 1st Addition is a proposed 17-acre, 77 lot residential subdivision located south of 40th Ave S and between 20th St S and 28th St S. The Developer intends to begin constructing homes in the summer of 2026. In order to meet this schedule, the public improvements were being planned to be completed in multiple contracts over the 2025-2026 construction seasons. The Developer intends to have the City install the public infrastructure and to assess 100% of the cost to his benefiting property in accordance with Minnesota Statutes Annotated, Chapter 429 (MS §429).

On July 28, 2025, the City Council received the Preliminary Engineering Report from the City Engineer that found the proposed improvements to be necessary, cost-effective and feasible, that the improvements should be completed as a stand-alone project in order to best accommodate the Developer's desired schedule, and that 100% of the cost of the improvements should be assessed to the 77 lots in the Partridge Creek. The Council also elected to receive bids for the proposed project prior to ordering the improvements in order to have the best information available regarding the actual project costs.

Based on a review of the bid results (see Financial Considerations below), staff recommends that the Council formally reject the bids. The developer was consulted and concurred with this recommendation.

FINANCIAL CONSIDERATIONS:

Three bids were received on August 20, 2025, but all three of the bids significantly exceeded the engineer's estimate. The three bids received are tabulated below:

Bidder	Bid
Dakota Underground Company	\$2,765,171.00
Park Construction Company	\$2,773,852.05
Sellin Brother, Inc.	\$3,604,873.00
Engineer's Estimate	\$1,854,571.70

The vast majority of the increased cost was due to the very deep sewer and the lateness of the construction season for completing the work. With more time to complete the design, the City Engineer believes that a more efficient design and a more carefully planned construction schedule can reduce the overall cost. In addition, more time will allow for a public hearing to be held that would allow spreading the true cost of the project over a larger benefiting area (the deep sewer is necessary to serve properties beyond the Partridge Creek development).



City Council Communication

September 8, 2025

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager

Clay Lexen, Assistant City Engineer

Attachments: None

RESOLUTION

Resolution to Reject Bids for Underground Utility Improvements for Partridge Creek 1st Addition (Eng. No. 25-A6-03)

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

Bidder	Bid
Dakota Underground Company	\$2,765,171.00
Park Construction Company	\$2,773,852.05
Sellin Brother, Inc.	\$3,604,873.00
Engineer's Estimate	\$1,854,571.70

WHEREAS, all bids significantly exceeded the Engineer's Estimate and planned budget for the improvements.

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

1. All bids received for Underground Utility Improvements for Partridge Creek 1st Addition (Eng. No. 25-A6-03) are rejected.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid.

BE IT FURTHER RESOLVED that the City Engineer is directed to make such modifications to the plans & specifications as deemed necessary to complete the improvements within the planned budget with the goal of re-bidding the project prior to February of 2026.

PASSED: September 8, 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

September 8, 2025

SUBJECT:

Resolution to Approve Budget Adjustment #25-026 to replace ship rigging rope on the Hjemkomst Ship.

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve Budget Adjustment #25-026 for use of Hjemkomst Center Repair and Replacement Fund for the replacement rigging rope on the Hjemkomst Ship.

BACKGROUND/KEY POINTS:

During a routine inspection, City Engineering staff and Hjemkomst Crew member Mark Hilde identified significant deterioration of the ropes holding up the mast and sail on the Hjemkomst ship. It is thought that the rigging (ropes) on the Hjemkomst are the same ones that made the voyage across the ocean almost 45 years ago.

Failure of any of these ropes could result in catastrophic consequences, including damage to the Hjemkomst ship and fabric roof, as well as potential injury to nearby visitors.

City staff along with the Historical and Cultural Society of Clay County (HCSCC) determined a full assessment of the rigging was necessary to decide the appropriate course of action. Former HCSCC Director Maureen Kelly Jonason reached out to colleagues at the Museum of Manitoba, which houses the *Nonsuch* ship replica. The Manitoba Museum recommended Courtney Anderson whom they had worked with to replace 50-year-old rigging on the *Nonsuch*. Mr. Anderson is a traditional rigging specialist with an extensive resume of work on historic vessels including his most recent position at the San Francisco Maritime National Historical Park as the Historic Ship Rigging Supervisor.

In January of 2025, Mr. Anderson traveled to Moorhead to do a full assessment of the condition of the Hjemkomst's rigging. Mr. Anderson's report states "All of the rope rigging aboard the Hjemkomst shows excessive deterioration and damage and is well beyond its service life". In addition to his assessment, Mr. Anderson provided a rigging inventory and an estimate for the replacement for all rigging using proper historic rigging techniques.

City staff and HCSCC staff are recommending that the City hire Courtney Anderson to replace all rigging on the Hjemkomst ship. Total cost for the project is estimated at \$30,000.

In June City staff, with assistance from Maureen Kelly Jonason, applied for a \$10,000 grant from the Minnesota Historical Society to help pay for the rigging replacement. Grants are awarded in early October.

FINANCIAL CONSIDERATIONS:

There is a restricted cash account for the Hjemkomst Center for the building repair reserves that is used for major repairs. Both the City and Historical and Cultural Society of Clay County contribute to this account annually. The current account balance of this reserve account is \$106,966 of which up to \$30,000 is needed for this project.

Voting Requirements: 3/4 of Council (6)



City Council Communication

September 8, 2025

Submitted By:

Dan Mahli, City Manager
Sean Brandenburg, Recreation Director

Attachments:

NA

RESOLUTION

Resolution to Approve Budget Adjustment #25-026

WHEREAS, the rigging rope of the Hjemkomst ship is a critical structural component essential to the integrity and preservation of the vessel; and

WHEREAS, the rigging rope of the Hjemkomst ship is a critical structural component essential to the integrity and preservation of the vessel; and

WHEREAS, the current rigging rope is nearing 50 years of age and is exhibiting signs of fatigue and deterioration; and

WHEREAS, the estimated cost to replace the rigging rope is up to \$30,000, which includes expenses for a specialized lift rental and the services of a qualified contractor; and

WHEREAS, budget adjustment #25-026 is required to use up to \$30,000 from the Hjemkomst Center Building Repair Reserve Account to complete the project;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Council does hereby authorize and direct the Mayor and City Manager to approve budget adjustment #25-026 to use up to \$30,000 from the HHIC Building Repair Reserve Account to complete the project.

PASSED: September 8, 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

September 8, 2025

SUBJECT:

Clay County HRA request for consent to levy and collect a Special Benefit Tax in the City of Moorhead in 2026.

RECOMMENDATION:

The Mayor and City Council are asked to consider consent to a Special Benefit Tax for 2026 that was levied by the Clay County HRA Board of Commissioners. The Clay County HRA Board of Commissioners approved the attached Resolution 08-21-25-2 on August 21, 2025. The tax would be levied in all of Clay County, including the Cities of Moorhead and Barnesville, contingent upon consent of each government entity.

Levy funding would be used for supporting operations, improvements and securing added resources for affordable housing within Clay County. This includes supporting programs aimed at ending homelessness, providing funding for rehabilitation work for low to moderate income homeowners and renters, as well as competing for additional state and federal resources.

BACKGROUND/KEY POINTS:

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

HRA Authority to Levy

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

Need for HRA Levy in Clay County

The HRA has faced financial challenges in recent years. This levy request is the minimum amount necessary to support continued operations of the most critical affordable housing programs. Programs that would be lost to the community are primarily related to ending child homelessness and improving existing properties for low-income residents.

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

Clay County HRA has proven to be a careful steward of local funds, with one of the lowest utilizations of levy funds in the state. What is more, the HRA has been successful in leveraging levy funds to bring in additional resources to our community. In 2025, the return on the investment for Clay County residents is approximately \$25 in new or secured competitive funding for each \$1 raised in property taxes and local funds. The HRA has used local funds to leverage \$8.5 million in state funding in 2025. In addition, the funds create the ability for the HRA to continue to administer approximately \$4.5 million annually in on-going federal and state funding.



City Council Communication

September 8, 2025

FINANCIAL CONSIDERATIONS:

The maximum levy available for the HRA Levy for 2026 is \$1,782,599. The \$300,000 request is 17% of the maximum levy available and is equivalent to an estimated tax rate of 0.0311%. The impact based on taxable market value (TMV) is listed as follows:

<u>TMV</u>	<u>Annual Levy Amount</u>
\$100,000	\$3.11
\$200,000	\$6.22
\$300,000	\$9.33
\$1,000,000	\$31.10

Funding generated from Moorhead properties would be directed to programs within the City of Moorhead. This proposal has no impact on the City of Moorhead levy limit. The Clay County HRA Board of Commissioners has approved the levy and is only seeking consent from the city. The Clay County Commission provided consent to this levy at their September 2, 2025, meeting.

The HRA proposes to use the funds in the same manner as the 2025 levy. This includes supporting programs aimed at ending child homelessness, competing for added state and federal resources and providing funding for ongoing operations and rehabilitation activities for low to moderate income homeowners and renters. Since Moorhead is a CDBG entitlement community, it operates its own owner-occupied rehabilitation program. The HRA operates the Minnesota Housing Rehabilitation Loan Program in Moorhead and has partnered with the city rehabilitation program. Funding from these programs is insufficient to cover staffing costs.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Dawn Bacon, Moorhead Public Housing Agency Executive Director & Clay County HRA Deputy Director

Dara A. Lee, Executive Director, Clay County HRA

Attachments: Clay County HRA Resolution 08-21-25-2
Draft Resolution for Moorhead City Council

RESOLUTION

Resolution to Approve Consent to the Clay County Housing and Redevelopment Authority 2026 Special Benefit Tax

WHEREAS, on August 21, 2025, the Board of Commissioners of the Housing & Redevelopment Authority of Clay County (Clay County HRA) adopted the attached Resolution 08-21-25-2 pursuant to Minn. Stat. Section 469.033, Subd. 6 which allows the HRA to levy and collect a Special Benefit Tax of up to 0.0185% of taxable market value in its area of operation:

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

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

WHEREAS, the HRA Tax Levy is in the amount of \$300,000, approximately 0.003% of the taxable market value of property in Clay County; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that upon recommendation by the City Manager, that the City Council does hereby consent to the proposed 2025 HRA Tax Levy in the amount of \$300,000 approximately 0.003% of the taxable market value of the property in Clay County, Minnesota.

PASSED: September 8, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

MICHELLE (SHELLY) A. CARLSON, Mayor

CHRISTINA RUST, City Clerk



Resolution 08-21-25-2

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

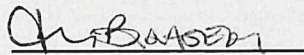
Whereas, §469.033 subd. 6 requires the consent of Board of Commissioners of Clay County, and any political subdivision not explicitly in the HRA area of operation to approve such a levy; and

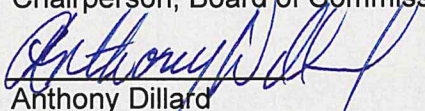
Whereas, Minnesota Statutes require Local Governments to certify to the County Auditor their Tax Levies.

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

1. That a Special Benefit Tax, pursuant to Minnesota Statute §469.033 subd. 6, of \$300,000 be levied upon all taxable market value of taxable property within the Authority's area of operation which is all of Clay County and in the cities of Barnesville and Moorhead, upon their consent.
2. The levy is approximately 0.003% and does not exceed 0.0185% of taxable market value of the taxable property as defined above.
3. That this special levy is for the tax year 2025.
4. That this special levy will be used for costs associated with administering and performing rehabilitation work on properties occupied by low and moderate-income households located in Clay County, Minnesota; providing security at properties; administering rental assistance, including the Homework Starts with Home Program, and subsidized housing developments in Clay County; and leveraging and supporting operations, improvements, and securing new resources for affordable housing within Clay County.
5. That a copy of this resolution along with a formal letter requesting approval of this tax be forwarded to the Board of Commissioners of Clay County and the Moorhead and Barnesville City Councils forthwith for approval.

Approved and Adopted on this 21st day of August 2025

By: 
Tia Braseth
Chairperson, Board of Commissioners

Attest: 
Anthony Dillard
Vice Chair, Board of Commissions





City Council Communication

September 8, 2025

SUBJECT:

Resolution to Approve New Liquor License to Kwik Trip, Inc

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve the issuance of an Off-Sale liquor license to Kwik Trip, Inc.

BACKGROUND/KEY POINTS:

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

- Background Investigation
- Certificate of Liquor Liability Insurance
- Liquor License Fees
- Certificate of Compliance/Minnesota Worker's Compensation Law
- Proof of Paid Real Estate Taxes
- Security Plan

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Quorum

Submitted By:

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

Attachments:

RESOLUTION

Resolution to Approve New Liquor License to Kwik Trip, Inc

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

Off-Sale Liquor\$200.00

Name: Kwik Trip, Inc.

DBA: Kwik Trip

Location: 1100 30th Ave S

Location: 1409 Main Ave SE

License Period: September 8, 2025 to June 30, 2026

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby approve the issuance of the liquor licenses noted above, based upon the submission of the following:

- Background Investigation
- Certificate of Liquor Liability Insurance
- Liquor License Fees
- Certificate of Compliance/Minnesota Worker's Compensation Law
- Proof of Paid Real Estate Taxes
- Security Plan

PASSED: September 8, 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

September 8, 2025

SUBJECT:

Resolution to Approve a Minnesota Lawful Gambling Premise Permit for Moorhead Youth Hockey Association

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve issuance of a Gambling Premises Permit to Moorhead Youth Hockey Association.

BACKGROUND/KEY POINTS:

The Moorhead Youth Hockey Association is requesting authorization to conduct lawful gambling activities at Courts and Pints located at 2605 8th St. S, Moorhead. This will allow Moorhead Youth Hockey Association 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. The Moorhead Youth Hockey Association 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 Moorhead Youth Hockey Association

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:

Moorhead Youth Hockey Association

Site:

Courts and Pints
2605 8th St. S
Moorhead, MN 56560

Gambling Manager:

Anne Norris

PASSED: September 8, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk