



**CITY COUNCIL
MEETING AGENDA
NOVEMBER 24, 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: University of Minnesota Extension
6. Approve Minutes
 - A. November 10, 2025 Meeting Minutes
7. Citizens Addressing the Council (Time Reserved: 15 Minutes)
8. *Mayor and Council Appointments
 - A. *Resolution for Appointments to Boards and Committees
9. Public Hearings (5:45 pm)
10. Community Development Department

- A. *Second Reading of Ordinance 2025-11: An Ordinance to Amend and Reenact Title 10, Chapter 18, Use Regulations related to Cannabis Uses
- B. *Resolution to Approve Minor Subdivision - 3005 Hwy 10 E - Parcel 58.140.0030
- C. *Resolution to Approve Declaration of Easement and Restrictive Covenant at 118 5 St S and 521 Main Avenue
- D. *First Reading of Ordinance 2025-10: An Ordinance to Amend and Reenact various chapters within Title 9: Building Regulations of the Moorhead Municipal Code
- E. *Resolution to Approve Task Order for Phase I DBE Plan - Moorhead Municipal Airport Florence Klingensmith Field

F. *Resolution to Approve Title & Summary for Ordinance 2025-11

11. Economic Development

12. Engineering Department

- A. *Resolution to Approve Purchase Agreement with Moorhead Development Company, LLC for Lot 3, Block 1, Christiansons First Addition
- B. *Resolution Approving the Interfund Loan in Connection with the Acquisition of a Parcel of Land by the City of Moorhead
- C. *Resolution to Authorize Submission of Grant Applications – Various Improvements
- D. *Resolution to Authorize Submission of LRIP Grant Application
- E. *Resolution to Authorize Submission of HSIP Grant Application

13. Fire Department

14. Moorhead Public Service

- A. *Resolution to Award Bids for 2026 Water Treatment and Wastewater Treatment Chemicals
- B. *Resolution to Approve Exhibit A, Revision 2, to the Transmission Operator Procedure with Western Area Power Administration

15. Parks and Recreation Department

16. Police Department

17. Public Works

18. Administration

- A. First Reading of Ordinance 2025-12: An Ordinance Adopting the 2026 Fee Schedule
- B. Resolution to Approve 2026-2030 Transportation Development Plan

19. Mayor and Council Reports

20. City Manager Reports

21. Executive Session

22. New Business

23. Adjourn

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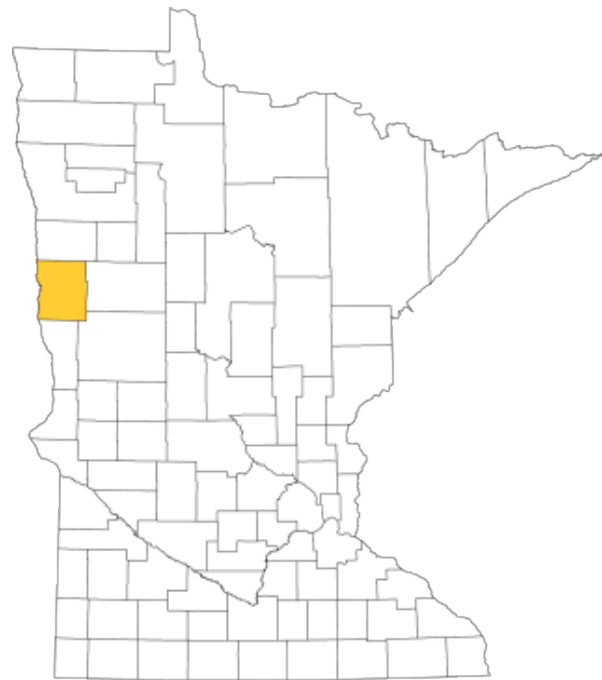


Clay County Extension: Your Local Resource in Action



Extension in Clay County

*Connecting you with **the knowledge, tools, and support** that create a meaningful change—at home, at work, and across our communities.*



One team—making an impact together!



Amelia Landsverk
4-H Extension Educator



Jennifer Erdahl
Extension Support Staff



Jillian Patrie
Horticulture Extension
Educator



Monique Stelzer
4-H Extension Educator

Contact Information: mnext-clay@umn.edu or 218-299-5020



National 4-H week message



4-H is building a ready generation

Youth who participate in 4-H programs emerge:

4X

more likely to make a positive contribution to their communities

2X

more likely to have the goal of being a leader

2X

more likely to report a living life with intentionality and purpose



Youth Development Local Guidance



702 youth participated in 4-H
110 workshops, events, and meetings led for the county*
357 volunteer roles filled
3 seasonal staff supervised
12 community partnerships

*does not include club meetings



Clay County 4-H Clubs by the numbers



366 youth in community clubs*
Retained **80%** of eligible youth
from 2024

94 first-year members

14 4-H clubs

81 youth in leadership roles

*does not include afterschool clubs

Local flavors on display–Bridgit's homemade applesauce made it from our County Fair all the way to the State Fair!

Bridgit **Hendrickson**



UNIVERSITY OF MINNESOTA EXTENSION

Connecting with Clay County Residents

ANR programs are building skills, connections and our local community.



Ag & Natural Resources Local Guidance

Connecting Clay County residents with solutions.

141 resident technical assistance questions answered

31 county level workshops, events, and meetings led

35 community partnerships

11 gardening radio spots

26 garden newspaper articles



Master Gardeners by the numbers

21 Clay County Master Gardeners

7 first-year members

12 educational events

11 projects (gardens, community beautification)

728 volunteer hours reported

5 Intern applicants for 2026

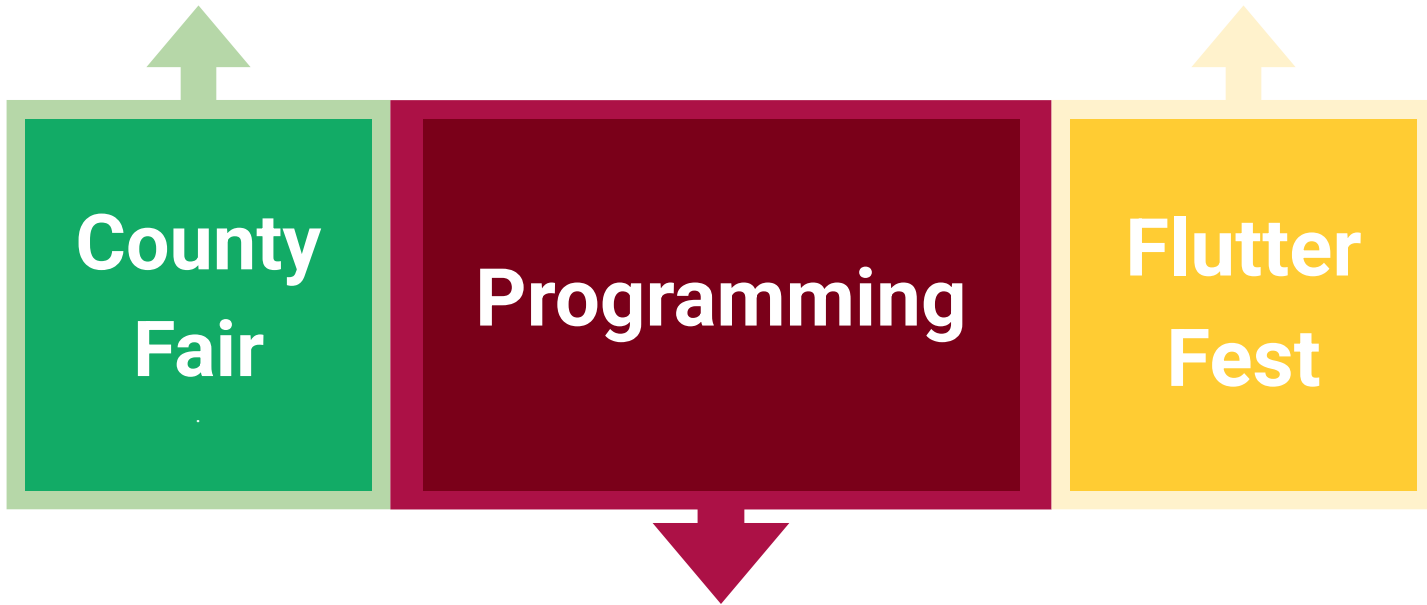


“ I have gained confidence in my plant knowledge and have made deep community connections with those who share my passion.”



Sydney **Stock**

Clay County Extension: Partners in Progress



Outcomes: stronger community, shared learning, local pride.



Why Extension Matters Here at Home

TOGETHER, WE'VE:

SPENT
2590 HOURS
VOLUNTEERING



141 PROGRAMS

WORKSHOPS, EVENTS & ACTIVITIES LED BY STAFF

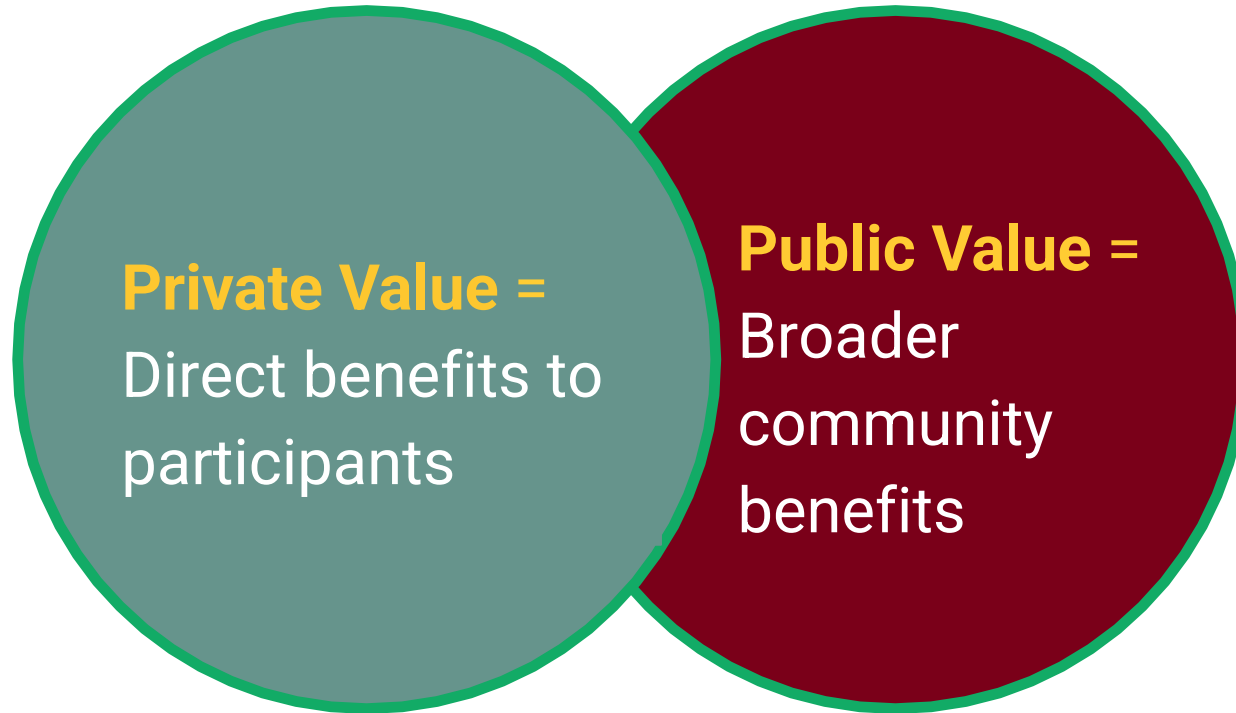
43 COMMUNITY PARTNERS

**Value calculated: <https://independentsector.org/research/value-of-volunteer-time-methodology/>



UNIVERSITY OF MINNESOTA EXTENSION

The Dual Impact of Extension



Extension is creating impacts where the participants gain & the public benefits **in Clay County.**

From Local Action to Lasting Impact

Individual

Family

Community

County





Thank you for supporting Extension in Clay County.

Together, we are growing a stronger **community**.

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**MINUTES OF THE CITY COUNCIL
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.
November 10, 2025 - 5:30 PM**

1. Call to Order/Roll Call

Roll call of the members was made as follows:

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

Absent (0):

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

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

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

5. Recognitions/Presentations

A. Presentation: Friends of the Moorhead Library

Governmental Affairs Director Lisa Bode announced that Moorhead Friends of the Library are contributing an additional \$12,500 from community donations toward construction of The Loop. A previous gift of \$25,000 was provided earlier in the year.

B. Presentation: United Way of Cass Clay

Dan Klug, Major Gifts Lead with the United Way of Cass Clay, summarized areas of greatest need in the region and shared the United Way's 2025 campaign overview and goals.

C. Presentation: Metro Railroad Needs Study

Brian King, Senior Engineer at HDR Engineering, presented the Metropolitan Council of Governments' FM Metro Railroad Needs Study.

6. Approve Minutes

A. October 27, 2025 Meeting Minutes

Motion to Approve made by Chuck Hendrickson and seconded by Nicole Mattson.

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

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

A Moorhead resident addressed the City Council about the proposed 2026 budget

and expressed support for public safety.

8. *Mayor and Council Appointments

9. Public Hearings (5:45 pm)

10. Community Development Department

- A. *Resolution to Approve Agreement with MN Department of Transportation - PAPI Replacement Project Phase I at Moorhead Municipal Airport Florence Klingensmith Field
- B. *Resolution to Approve Conditional Use Permit for Anhydrous Ammonia Storage at 2012 28th Ave S
- C. *First Reading of Ordinance 2025-11: An Ordinance to Amend and Reenact Title 10, Chapter 18, Use Regulations related to Cannabis Uses

11. Economic Development

12. Engineering Department

- A. *Resolution to Approve Stormwater Memorandum of Understanding with Clay County
- B. *Resolution to Approve Cooperative Construction Agreement No. 1060544 for State Project #1406-79 on TH 75 between 46th and 60th Ave S

13. Fire Department

- A. *Resolution to Approve Amendment to the Joint Powers Agreement between the State of MN and City of Moorhead

14. Moorhead Public Service

15. Parks and Recreation Department

16. Police Department

17. Public Works

18. Administration

- A. *Resolution to Approve Insurance Agent of Record
- B. *Resolution to Approve Labor Agreement and Memorandums of Understanding Between the City of Moorhead and International Association of Firefighters (IAFF) Local 1323

19. Mayor and Council Reports

Council Member Nesemeier invited people to Solid Waste Advisory Committee meetings and encouraged participation in the Take Back Jack program. Council

Member Nesemeier shared information on the Association of Minnesota Counties' Environmental Committee and invited the public to Clay County's MPCA settlement fund listening sessions.

Council Member White attended a planning meeting for the Clay County Intergovernmental Retreat and provided an update from the Clay County Family Resource Center. Council member White also shared information on the upcoming Life Care United Hygiene Drive. Council Member White attended WIN-Liberia's 7-year anniversary event and stated the Pangea Cultivate Our Cultures is happening on November 15 at the Hjemkomst Center.

Council Member McDougall invited the public to Cookies with Human Rights Commission members on November 18 at 11:00 am at the Moorhead Public Library.

Council Member Hendrickson mentioned drop-off locations for the Take Back Jack program and shared an update from the Red River Basin Commission.

Council Member Nelson attended the Red River Regional Dispatch Center Board meeting and ribbon cutting ceremony for the new center afterward. Council Member Nelson expressed his appreciation for Amanda Glasoe, Director of the RRRDC, and team.

Council Member Borgen attended an MPS strategic planning session as well as Sanford Health's Community Breakfast.

Council Member Moore attended board meetings of the West Central Initiative and Lake Agassiz Regional Library. Council Member Moore shared an update from the Economic Development Authority and appreciation for city staff.

Mayor Carlson attended a League of Minnesota Cities Board of Directors meeting and mentioned the LMC approved its 2026 legislative policy priorities. Mayor Carlson shared information from the Red River Regional Dispatch Center Board meeting and grand opening. Mayor Carlson shared condolences to family and friends of former Moorhead City Council Member Millie MacLeod and former Police Officer Brad Schenck.

20. City Manager Reports

City Manager Mahli expressed appreciation to former Moorhead Police Officer Brad Schenck and condolences to family and friends. City Manager Mahli also shared gratitude and respect for former Moorhead City Council Member Millie MacLeod. Mr. Mahli congratulated and thanked Council Member White for her recognition at the WIN-Liberia annual event on November 8.

21. Executive Session

22. New Business

23. Adjourn

Meeting adjourned at 06:32 PM.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

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

DRAFT

RESOLUTION

Resolution for Appointments to Boards and Committees

BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City council does hereby approve the following committee appointments:

Airport Committee

- Ron Carlson Jr., Moorhead resident, is appointed to a term commencing November 25, 2025 and ending January 31, 2026. (At-Large)

Public Service Commission

- Steve Lindaas, Moorhead resident, is appointed to a term commencing November 25, 2025 and ending January 31, 2026. (Ward 2)

PASSED: July 25, 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

November 24, 2025

SUBJECT:

Second Reading of Ordinance 2025-11: An Ordinance to Amend and Reenact Title 10, Chapter 18, Use Regulations related to Cannabis Uses

RECOMMENDATION:

The Mayor and Council are asked to consider a Second Reading of Ordinance 2025-11: An Ordinance to Amend and Reenact Title 10, Chapter 18, Use Regulations related to Cannabis Uses.

BACKGROUND/KEY POINTS:

Since the 2023 legalization of adult use cannabis in Minnesota, the City Council has approved several related zoning text amendments as follows:

December 4, 2023:

1. Add cannabis and hemp-related uses to zoning use table

March 3, 2025:

1. Clarify that existing breweries may continue to “produce” low potency hemp edibles
2. Update and clarify cannabis use language as it relates to immature vs. mature plants.
3. Change cannabis microbusiness and mezzobusiness from permitted uses in LI and HI only to provisional uses in MU 1-4, CC, LI and HI.

May 5, 2025:

1. Correct use table to add microbusinesses and mezzobusinesses as provisional uses in MU-2: Neighborhood Mixed Use. It was always intended to permit retail sales only under these license types but was missed in the previous amendment.
2. Clarify cannabis microbusinesses and mezzobusinesses by removing language referencing “outdoor smoking and vaping” as this was contrary to the cannabis statute.

As staff continue to have conversations with prospective businesses who are finding it difficult to locate in Moorhead due to lack of real estate that meets cannabis zoning requirements, staff is attempting to be flexible while also continuing to protect adjacent uses from possible nuisances that may be created by these types of businesses (e.g., odor). To address these issues, the following text amendments are proposed:

1. State-Licensed Cannabis Testing Facilities: Open these to more real estate by treating them the same as a microbusiness and mezzobusiness by removing the limitation of only being permitted to operate in the LI and HI zoning districts and permitting them by provisional use permit in MU-3, MU-4 and CC as long as they meet similar conditions as the microbusiness and mezzobusiness that cultivate and produce cannabis products (i.e., cannot be located next to residential uses and must be in a stand-alone building).
2. State-Licensed Microbusiness & Mezzobusiness: Open these to more real estate by creating another option for locating in stand-alone multi-tenant buildings only if the other tenants are also cannabis businesses. Currently, they are not permitted in stand-alone multi-tenant buildings.

The Planning Commission held a public hearing on November 3, 2025 and unanimously



City Council Communication

November 24, 2025

recommended approval of the Title 10, Chapter 18 text amendments with no public comment. The complete Planning Commission packet can be found at: [City of Moorhead : Planning Commission](#)

The Council approved a first reading of the Ordinance on November 10, 2025.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Robin Huston, City Planner/Zoning Administrator

Attachments: Glossary – Cannabis Law
Draft Ordinance 2025-11

GLOSSARY OF CANNABIS-RELATED TERMS

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

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

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

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

6. Cannabis Microbusiness can do the following:

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

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

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

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

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

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

Hemp business means either of the following:

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

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

Home/Personal Cultivation of hemp or cannabis flower means:

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

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

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

Lower-potency hemp edible means any product that:

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

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

1. Medical Cannabis Cultivator can do the following:

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

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

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

2. Medical Cannabis Processor can do the following:

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

3. Medical Cannabis Retailer can do the following:

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

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

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

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

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

ORDINANCE 2025-11

AN ORDINANCE TO AMEND AND REENACT TITLE 10, CHAPTER 18, USE REGULATIONS RELATED TO CANNABIS USES OF THE MOORHEAD CITY CODE

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

NEW

~~DELETE~~

SECTION 1. Title 10, Chapter 18, Section 1, **Use Tables and Unlisted Uses** of the Moorhead Municipal Code is hereby amended and reenacted to read as follows (unchanged portions of this chapter have been omitted from the text below):

see attached amended use table

SECTION 2. Title 10, Chapter 18, Section 2, **Provisional and Conditional Use Requirements** of the Moorhead Municipal Code is hereby amended and reenacted to read as follows (unchanged portions of this chapter have been omitted from the text below):

...

10-18-2.GG. State Licensed Cannabis Microbusiness

...

~~d. Cultivation and Production: consideration may be made if located in a single tenant, stand-alone building where cannabis or hemp business is the only tenant and building is not abutting or adjacent to a residential use.~~

d. Cultivation and Production: consideration may be made if:

1. located in a single tenant, stand-alone building where a cannabis or hemp business is the only tenant and building is not abutting or adjacent to a residential use.
2. located in a multi-tenant, stand-alone building where all tenants are cannabis or hemp businesses and building is not abutting or adjacent to a residential use.

...

10-18-2. II. State Licensed Cannabis Testing Facility

1. All uses shall comply with building, fire safety and health codes and zoning, local registration and state licensing.
2. Cannabis testing facilities are permitted in CC: Community Commercial, MU-3: Commercial Mixed Use and MU-4: Gateway Mixed Use zoning districts if:
 - a. located in a single tenant, stand-alone building where a cannabis or hemp business is the only tenant and building is not abutting or adjacent to a residential use.
 - b. located in a multi-tenant, stand-alone building where all tenants are cannabis or hemp businesses and building is not abutting or adjacent to a residential use.

...

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

PASSED: November 24, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

First Reading: 11/10/2025
E-Post: 11/14/25
Second Reading: 11/24/25
Publication:

10-18-1: USE TABLES AND UNLISTED USES:
The following tables specifies permitted, provisional and conditional land uses in the city of Moorhead:

- P

=

Permitted use
- CU

=

Conditional use permit
- ()

=

Letters in round brackets refer to the corresponding subsection of section 10-18-2 of this chapter
- PU

=

Provisional use
- Blank

=

Prohibited

DELETE

NEW LANGUAGE

Use Category (General)	Use Type (Detailed)	Residential Districts					Mixed Use & Commercial Districts					Industrial Districts	
		RLD-1	RLD-2	RLD-3	RMD	RHD	MU-1	MU-2	MU-3	MU-4	CC	LI	HI
Cannabis and hemp related													
	...												
	State-licensed lower-potency hemp concentrate manufacturing and the following cannabis-related uses: cultivator, manufacturer, testing facility , transporter and wholesaler											P	P
	State-licensed cannabis microbusiness						PU (GG)	PU (GG)	PU (GG)	PU (GG)	PU (GG)	PU (GG)	PU (GG)
	State-licensed cannabis mezzobusiness						PU (HH)	PU (HH)	PU (HH)	PU (HH)	PU (HH)	PU (HH)	PU (HH)
	<u>State-licensed cannabis testing facility</u>								<u>PU (II)</u>	<u>PU (II)</u>	<u>PU (II)</u>	<u>P</u>	<u>P</u>
...													



City Council Communication

November 24, 2025

SUBJECT:

Resolution to Approve Minor Subdivision – 3005 Highway 10 E – Parcel 58.140.0030

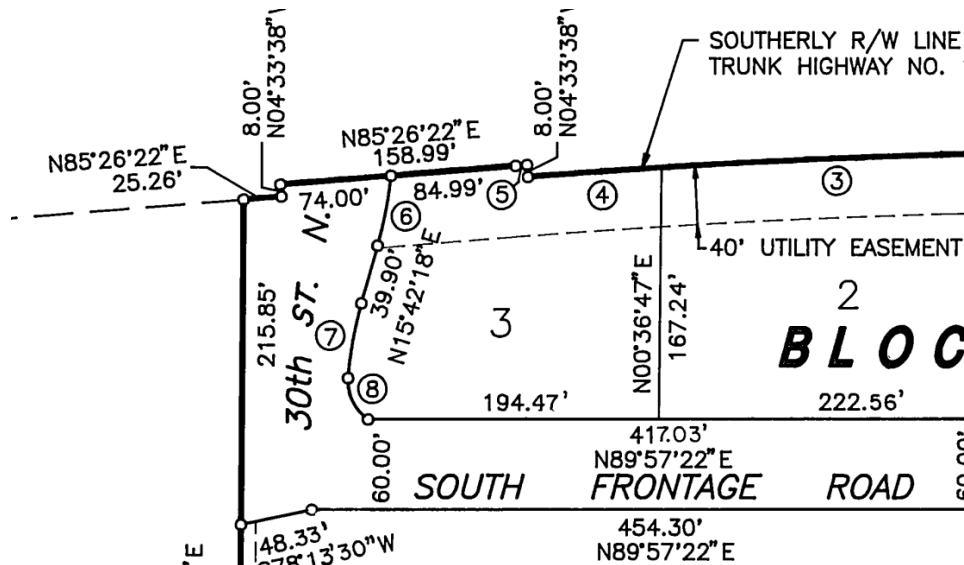
RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a minor subdivision of 3005 Highway 10 E, Parcel 58.140.0030.

BACKGROUND/KEY POINTS:

Neset Land Surveys, on behalf of ABJKM Holdings, LLC, has requested to subdivide the above parcel into two parcels to separate the existing restaurant building from a new developable lot.

This subdivision re-establishes the original 1991 boundary between Lots 2 and 3, Block 1 Coborns Addition. The proposal is consistent with Title 11, Chapter 3 of the Moorhead City Code.



FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

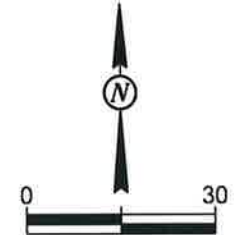
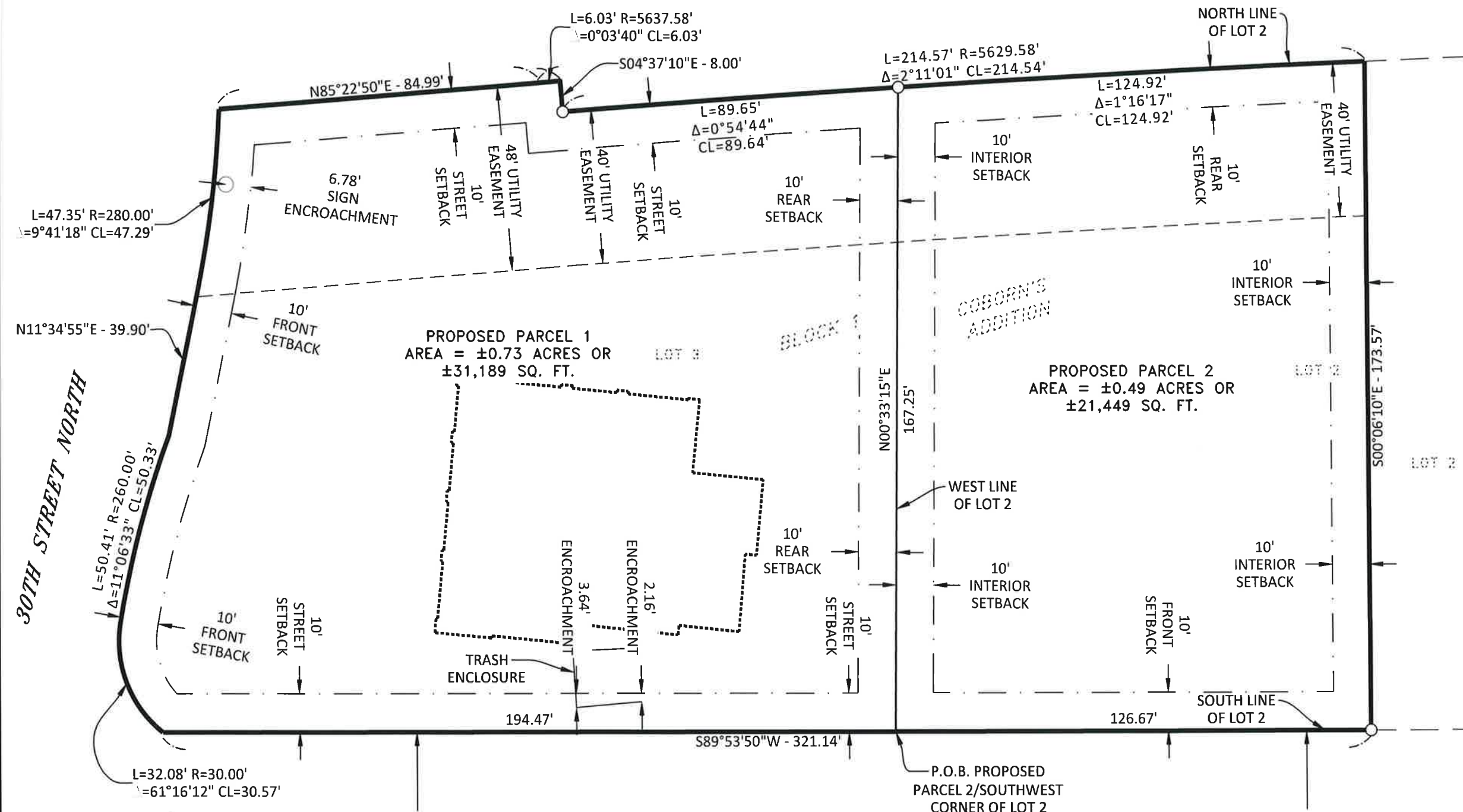
Dan Mahli, City Manager
Robin Huston, City Planner / Zoning Administrator
Brittany Cameron, Assistant City Planner

Attachments: General Location Map
Minor Subdivision Plan
Draft Resolution



CERTIFICATE OF SURVEY

ALL OF LOT 3, AND PART OF LOT 2, BLOCK 1, OF COBORN'S ADDITION
CITY OF MOORHEAD, COUNTY OF CLAY, STATE OF MINNESOTA



LEGEND

- P.O.B. MONUMENT FOUND
- EX. EASEMENT
- EX. PROPERTY LINE
- == PROPERTY BOUNDARY LINE
- == NEW PROPERTY LINE
- BUILDING LINE

SURVEY INFORMATION

DATE OF SURVEY: 09/24/2025
BASIS OF BEARING: CLAY COUNTY COORDINATE SYSTEM
UNIT: US SURVEY FOOT

PART OF LOT 1

COBORN'S
ADDITION

PART OF LOT 1

BLOCK 2

PART OF LOT 1

PAGE 1 OF 2
DRAWN BY: GCB
CHECKED BY: CAN
DATE: 11/13/2025



CERTIFICATE OF SURVEY

ALL OF LOT 3, AND PART OF LOT 2, BLOCK 1, OF COBORN'S ADDITION
CITY OF MOORHEAD, COUNTY OF CLAY, STATE OF MINNESOTA

PROPOSED PARCEL 1 DESCRIPTION

LOT 3, BLOCK 1, OF COBORN'S ADDITION TO THE CITY OF MOORHEAD, COUNTY OF CLAY, STATE OF MINNESOTA.

SAID TRACT OF LAND CONTAINS 0.73 ACRES OR 31,189 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF RECORD.

PROPOSED PARCEL 2 DESCRIPTION

PART OF LOT 2, BLOCK 1, OF COBORN'S ADDITION TO THE CITY OF MOORHEAD, COUNTY OF CLAY, STATE OF MINNESOTA,
MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 2; THENCE N00°33'15"E ALONG THE WEST LINE OF SAID LOT 2 A
DISTANCE OF 167.25 FEET TO THE NORTHWEST CORNER OF SAID LOT 2; THENCE EAST ALONG THE NORTH LINE OF SAID LOT 2
AND ALONG A CURVE CONCAVE TO THE SOUTH WITH A LENGTH OF 124.92 FEET, A DELTA ANGLE OF 1°16'17", AND A CHORD
LENGTH OF 124.92 FEET; THENCE S00°06'10"E A DISTANCE OF 173.57 FEET TO THE SOUTH LINE OF SAID LOT 2; THENCE
S89°53'50"W ALONG SAID SOUTH LINE A DISTANCE OF 126.67 FEET TO THE SOUTHWEST CORNER OF SAID LOT 2, THE POINT
OF BEGINNING.

SAID TRACT OF LAND CONTAINS 0.49 ACRES OR 21,449 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF RECORD.

SURVEYOR'S CERTIFICATE

I COLE A. NESET HEREBY CERTIFY THAT THIS SURVEY, PLAN, AND/OR REPORT WAS PREPARED UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

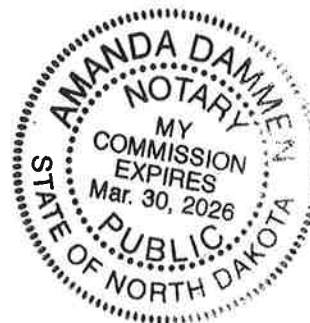
Cole A. Neset
COLE A. NESET
PROFESSIONAL LAND SURVEYOR
MINNESOTA LICENSE No. 49984

11-13-25
DATE:

STATE OF NORTH DAKOTA)
COUNTY OF CASS)SS

ON THIS 13 DAY OF Nov., 2025, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID
COUNTY AND STATE, PERSONALLY APPEARED COLE A. NESET, TO ME KNOWN TO BE THE PERSON DESCRIBED IN AND WHO
EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED SAME AS THEIR FREE ACT AND DEED.

Amanda Dammen
NOTARY PUBLIC, COUNTY: CASS STATE: NORTH DAKOTA



PAGE 2 OF 2
DRAWN BY: GCB
CHECKED BY: CAN
DATE: 11/13/2025



RESOLUTION

Resolution to Approve Minor Subdivision – 3005 Highway 10 E – Parcel 58.140.0030

WHEREAS, ABJKM Holdings, LLC has requested a minor subdivision of property at 3005 Highway 10 E, Parcel 58.140.0030, legally described as:

Proposed Parcel 1

Lot 3, Block 1, of Coborn's Addition to the City of Moorhead, County of Clay, State of Minnesota. Said tract of land contains 0.73 acres or 31,189 square feet, more or less, and is subject to easements and rights of way of record.

Proposed Parcel 2

Part of Lot 2, Block 1, of Coborn's Addition to the City of Moorhead, County of Clay, State of Minnesota, more particularly described as follows:

Beginning at the Southwest corner of said Lot 2; Thence N00°33'15"E along the West line of said Lot 2 a distance of 167.25 feet to the Northwest corner of said Lot 2; To the Northwest corner of said Lot 2; Thence East along the North line of said Lot 2 and along A curve concave to the South with a length of 124.92 feet, a delta angle of 1°16'17", and a chord length of 124.92 feet; Thence S00°06'10"E a distance of 173.57 feet to the South line of said Lot 2; Thence S89°53'50"W along said South line a distance a of 126.67 feet to the Southwest corner of said Lot 2, the point of beginning. Said tract of land contains 0.49 acres or 21,449 square feet, more or less, and is subject to easements and rights of way of record.

WHEREAS, the City Council of the City of Moorhead finds the minor subdivision consistent with Title 11, Chapter 3 of Moorhead City Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the minor subdivision described above is hereby approved contingent upon the following conditions:

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

PASSED: November 24, 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

November 24, 2025

SUBJECT:

Resolution to approve Declaration of Easement and Restrictive Covenant at 118 5 St S and 521 Main Ave

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a Declaration of Easement and Restrictive Covenant for public access to 118 5 St S and 521 Main Ave

BACKGROUND/KEY POINTS:

The Moorhead City Council approved a resolution for sale of city-owned property at 118 5 St S on September 22, 2025. There is currently a shared public access on 6th St S between this site and 521 Main Avenue (Rourke Art Gallery + Museum). The proposed easement area is shown below and the Declaration of Easement and Restrictive Covenant would include:

- Access easement allowing ingress and egress through the easement area to the public
- Restrictive covenant allowing for maintenance, repair, replacement, etc. of the area for use by the public



Access/Easement area



City Council Communication

November 24, 2025

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

Attachments: Draft Resolution

RESOLUTION

Resolution to Approve Declaration of Easement and Restrictive Covenant at 118 5 St S and 521 Main Ave

WHEREAS, the City of Moorhead anticipates the sale of the city owned property at 118 5 St S; and

WHEREAS, the City of Moorhead owns property at 521 Main Ave which houses the Rourke Art Gallery + Museum; and

WHEREAS, the City of Moorhead wishes to retain a public access area between the two properties and the related driveway access to 6th St S.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are herein directed to execute and record a Declaration of Easement and Restrictive Covenant at 118 5 St S and 521 Main Avenue

PASSED: November 24, 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

November 24, 2025

SUBJECT:

First Reading of Ordinance 2025-10: An Ordinance to Amend and Reenact various chapters within Title 9: Building Regulations of the Moorhead Municipal Code

RECOMMENDATION:

The Mayor and City Council are asked to consider First Reading of Ordinance 2025-10: An Ordinance to Amend and Reenact Title 9 Chapter 2: Building Standards of the Moorhead Municipal Code

BACKGROUND/KEY POINTS:

Title 9 of the Moorhead City Code includes various standards relating to Building Code. Various chapters within Title 9 were updated earlier this year (Rental Registration and Inspections and Property Maintenance). The proposed Ordinance 2025-10 includes the following:

- Section 1: update to clarify building projects shall meet all applicable city codes
- Section 2: update allowing inspections to be in a form other than written
- Section 3: clarifies that inspections are needed for newly licensed rental properties. Existing buildings remain on their inspection schedule.
- Sections 4 & 5: Revisions to the Appeals for decisions of the Moorhead building official. The current language requires the city to establish a Board to hear appeals. MN Statutes allows cities to establish a Board or for individuals to appeal directly to the State of MN Department of Labor and Industry. As there have been no appeals to a building official in Moorhead or related Board established in recent history, the code update directs appeals directly to the State.
- Section 6: removes the definition of rooming house (code requirements for rental unit, hotel, dormitory, etc. remain)
- Section 7: clarifies that insect and rodent infestation is required to be addressed on the exterior of structure and within multi-dwelling building units.
- Section 8: removes reference to standard incandescent light bulbs (ie: can be LED)
- Section 9: revises section to meet current residential building code
- Section 10: removes reference to rooming house
- Section 11: relating to moving permits for buildings, adds permit exemptions for foundation repair and licensed manufactured home park homes.
- Section 12: corrects State reference
- Section 13: revises investigation fee to correlate to approved Fee Schedule

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Kristie Leshovsky, Community Development Director
Mike Moss, Building Official
Alan Cooper, Lead Code Compliance Technician

Attachments: Ordinance 2025-10

ORDINANCE NO. 2025-10

**AN ORDINANCE TO AMEND AND REENACT VARIOUS CHAPTERS WITHIN TITLE 9:
BUILDING REGULATIONS OF THE MOORHEAD MUNICIPAL CODE**

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

NEW ~~DELETE~~

SECTION 1: SECTION 9-2-1-B3 of the Moorhead Municipal Code is hereby amended and reenacted as follows:

3. Application Of Other Codes: Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the city building code. Nothing in this chapter shall be construed to cancel, modify or set aside any provision of the ~~Moorhead zoning~~ city code.

SECTION 2: SECTION 9-2-1-D3 of the Moorhead Municipal Code is hereby amended and reenacted as follows:

3. Inspections: The code official shall make all of the required inspections, or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections shall be ~~in writing and be~~ certified by a responsible officer of such approved agency or by the responsible individual. The code official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

SECTION 3: SECTION 9-2-1-G5 of the Moorhead Municipal Code is hereby amended and reenacted as follows:

5. Transfer Of Ownership: It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation.

Upon transfer of ownership, an inspection of the property is required before a rental registration certificate will be issued for newly licensed rental properties.

SECTION 4: SECTION 9-2-1-I6 of the Moorhead Municipal Code is hereby amended and reenacted as follows:

6. Hearing: Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall have the right to appeal to the appeals board assembled by the State of Minnesota, Department of Labor and Industry's Construction Codes and Licensing Division provided that a written application for appeal is filed within twenty (20) days after the day of the decision, notice, or order was served. thereafter, upon petition directed to the appeals board, be afforded a hearing as described in this chapter.

SECTION 5: SECTION 9-2-1-K of the Moorhead Municipal Code is hereby amended and reenacted as follows:

K. Means Of Appeal:

1. Application For Appeal: Any person directly affected by a decision of the code official or a notice or order issued under this chapter shall have the right to appeal to the appeals board assembled by the State of Minnesota, Department of Labor and Industry's Construction Codes and Licensing Division ~~board of appeals~~, provided that a written application for appeal is filed within twenty (20) days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this chapter or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this chapter do not fully apply, or the requirements of this chapter are adequately satisfied by other means.

~~2. Membership Of Board: The board of appeals shall consist of a minimum of three (3) members who are qualified by experience and training to pass on matters pertaining to property maintenance and who are not employees of the jurisdiction. The code official shall be an ex officio member but shall have no vote on any matter before the board. The board shall be appointed by the city manager and shall serve staggered and overlapping terms.~~

~~a. Alternate Members: The city manager may appoint two (2) or more alternate members who shall be called by the board chairman to hear appeals during the absence or disqualification of a member. Alternate members shall possess the qualifications required for board membership.~~

~~b. Chairman: The board shall annually select one of its members to serve as chairman.~~

~~c. Disqualification Of A Member: A member shall not hear an appeal in which that member has a personal, professional or financial interest.~~

~~d. Secretary: The chief administrative officer shall designate a qualified person to serve as secretary to the board. The secretary shall file a detailed record of all proceedings in the office of the chief administrative officer.~~

~~e. Compensation Of Members: The members shall receive no compensation.~~

~~3. Notice Of Meeting: The board shall meet upon notice from the chairman, within twenty (20) days of the filing of an appeal, or at a stated periodic meeting.~~

~~4. Open Hearing: All hearings before the board shall be open to the public. The appellant, the appellant's representative, the code official and any person whose interests are affected shall be given an opportunity to be heard. A quorum shall consist of not less than two-thirds ($\frac{2}{3}$) of the board membership.~~

~~— a. Procedure: The board shall adopt and make available to the public through the secretary procedures under which a hearing will be conducted. The procedures shall not require compliance with strict rules of evidence, but shall mandate that only relevant information be received.~~

~~— 5. Postponed Hearing: When the full board is not present to hear an appeal, either the appellant or the appellant's representative shall have the right to request a postponement of the hearing.~~

~~— 6. Board Decision: The board shall modify or reverse the decision of the code official only by a concurring vote of a majority of the total number of appointed board members.~~

~~— a. Records And Copies: The decision of the board shall be recorded. Copies shall be furnished to the appellant and to the code official.~~

~~— b. Administration: The code official shall take immediate action in accordance with the decision of the board.~~

~~— 7. Court Review: Any person, whether or not a previous party of the appeal, shall have the right to apply to the appropriate court for a writ of certiorari to correct errors of law. Application for review shall be made in the manner and time required by law following the filing of the decision in the office of the chief administrative officer.~~

~~— 8. Stays Of Enforcement: Appeals of notice and orders (other than imminent danger notices) shall stay the enforcement of the notice and order until the appeal is heard by the board of appeals. (Ord. 2004-28, 10-18-2004)~~

SECTION 6: SECTION 9-2-2-B of the Moorhead Municipal Code is hereby amended and reenacted as follows:

~~ROOMING HOUSE: A building arranged or occupied for lodging, with or without meals, for compensation and not occupied as a one- or two-family dwelling.~~

SECTION 7: SECTION 9-2-3-F of the Moorhead Municipal Code is hereby amended and reenacted as follows:

F. Extermination:

1. Infestation: All structures shall be kept free from insect and rodent infestation. All structures in which insects or rodents are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent reinfestation.

2. Owner: The owner of any structure shall be responsible for extermination within the structure and the exterior of the structure, as applicable. ~~prior to renting or leasing the structure.~~

3. Multiple Occupancy: The owner of a structure containing two (2) or more dwelling units, a multiple occupancy, ~~a rooming house~~ or a nonresidential structure shall be responsible for extermination in all impacted interior areas of the property and exterior areas, as applicable. ~~the public or shared areas of the structure and exterior property.~~ (Ord. 2014-18, 9-8-2014)

SECTION 8: SECTION 9-2-4-B2 of the Moorhead Municipal Code is hereby amended and reenacted as follows:

2. Common Halls And Stairways: Every common hall and stairway in residential occupancies, other than in one- and two-family dwellings, shall be lighted at all times with at least a sixty (60) watt standard incandescent light bulb for each two hundred (200) square feet (19 m²) of floor area or equivalent illumination, provided that the spacing between lights shall not be greater than thirty feet (30') (9144 mm). In other than residential occupancies, means of egress, including exterior means of egress, stairways shall be illuminated at all times the building space served by the means of egress is occupied with a minimum of one foot-candle (11 lux) at floors, landings and treads.

SECTION 9: SECTION 9-2-4-D3 of the Moorhead Municipal Code is hereby amended and reenacted as follows:

D. Occupancy Limitations:

3. New Structure Minimum Ceiling Heights: Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas shall have a clear ceiling height of not less than seven feet (7').

Exceptions:

~~a. In one- and two-family dwellings, beams or girders spaced not less than four feet (4') (1219 mm) on center and projecting not more than six inches (6") (152 mm) below the required ceiling height.~~

b. Existing Residential Structures: ~~Basement r~~Rooms in one- and two-family dwellings ~~occupied exclusively for laundry, study or recreation purposes~~, having a ceiling height of not less than ~~six feet eight inches (6'8") (2033 mm) with not less than six feet four inches (6'4") (1932 mm) of clear height under beams, girders, ducts and similar obstructions.~~

c. Rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a clear ceiling height of at least seven feet (7') over not less than ~~one-third (1/3)~~ fifty percent (50%) of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of five feet (5') (1524 mm) or more shall be included.

SECTION 10: SECTION 9-2-5-B of the Moorhead Municipal Code is hereby amended and reenacted as follows:

B. Required Facilities:

1. Dwelling Units: Every dwelling unit shall contain its own bathtub or shower, lavatory, water closet and kitchen sink which shall be maintained in a sanitary, safe working condition. The lavatory shall be placed in the same room as the water closet or located in close proximity to the door leading directly into the room in which such water closet is located. A kitchen sink shall not be used as a substitute for the required lavatory.

~~2. Rooming Houses: At least one water closet, lavatory and bathtub or shower shall be supplied for each four (4) rooming units.~~

SECTION 11: SECTION 9-3-2-A of the Moorhead Municipal Code is hereby amended and reenacted as follows:

9-3-2: PERMIT REQUIREMENTS:

A. Permit Required: Any person must, before raising, moving, or supporting free from its foundation any building or structure, obtain a permit from the city.

Exceptions: In cases where a building is ultimately being moved outside the city limits, is being raised from the foundation to repair or replace an existing foundation, is a building within a licensed manufactured home park, or in the case of the moving of an accessory building or single-story garage, the application and application fee shall be filed with the building official of the city, but no hearing or approval of the planning commission or city council is required. Instead, the building official may approve the permit and attach any conditions permitted in subsection G of this section after providing notice and having consultation with the applicable city departments. Any applicant whose moving permit is denied by the building official under this section may appeal such decision to the city council within fourteen (14) days of the denial of the permit.

SECTION 12: SECTION 9-4-1-2 of the Moorhead Municipal Code is hereby amended and reenacted as follows:

9-4-1-2: PLUMBING LICENSE REQUIRED:

No person shall engage in or work at the business of a master plumber or journeyman plumber unless licensed to do so by the State Department of Labor and Industry ~~Commissioner of Health~~ as required by State law or regulation. (Ord. 91-13, 8-26-1991)

SECTION 13: SECTION 9-4-1-4-A9 of the Moorhead Municipal Code is hereby amended and reenacted as follows:

9. Investigation Fees; Work Without A Permit:

a. Whenever any work for which a permit is required by this subsection A has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

b. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be established in the city's fee schedule. ~~equal to the amount of the permit fee that would be required by this subsection A if a permit were to be issued.~~ The payment of such investigation fee shall not exempt any person from compliance with all other provisions of the plumbing code, nor from any penalty prescribed by law.

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

PASSED: November 24, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

First Reading: 11/24/2025
E-Post: 12/1/2025
Second Reading: 12/8/2025
Date of Publication:



City Council Communication

November 24, 2025

SUBJECT:

Resolution to approve Task Order for Phase I DBE Plan – Moorhead Municipal Airport Florence Klingensmith Field

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a Task Order for Phase I DBE Plan – Moorhead Municipal Airport Florence Klingensmith Field

BACKGROUND/KEY POINTS:

The U.S. Federal Aviation Administration requires development of a 3-year Disadvantaged Business Enterprise Plan (DBE Plan). DBE Plans review anticipated future projects along with the availability of registered DBE firms in the region to develop a goal for each project. The current DBE Plan includes a goal of 4.69% for project years 2023-2025. The U.S. Department of Transportation recently released an interim rule revising the regulations governing the DBE Program. The proposed Task Order includes updating the DBE program in accordance with current rules and guidance to comply with federal regulations. The actual goal and related reporting will be in a future Task Order once the Unified Certification Program is updated based on the new DOT rules.

FINANCIAL CONSIDERATIONS:

The Phase I scope is within the current airport budget/previous DBE funding approval

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 Task Order for Phase I DBE Plan – Moorhead Municipal Airport Florence Klingensmith Field

WHEREAS, the Moorhead Municipal Airport Florence Klingensmith Field develops a 3-year Disadvantaged Business Enterprise Plan based on anticipated future projects; and

WHEREAS, the Airport wishes to being work on the 2026-2028 DBE Plan; and

WHEREAS, Mead and Hunt has provided a Task Order for Phase I work on the 2026-2028 DBE Plan in the amount of \$7,393 which is available in the current airport budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are herein directed to execute a Task Order and any related amendments relating to the development and approval of the 2026-2028 DBE Plan.

PASSED: November 24, 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 Title & Summary for Ordinance 2025-11

WHEREAS, the City Council of the City of Moorhead did pass Ordinance 2025-11: An Ordinance to amend and reenact Title 10, Chapter 18, Use Regulations related to Cannabis Uses of the Moorhead City Code; and

WHEREAS, a title and summary for publication of the above Ordinance was submitted to the City Council for its review in accordance with Section 3.07 of the Moorhead City Charter; and

WHEREAS, the City Council has reviewed the Title and Summary for said Ordinance for approval and has determined that the Title and Summary informs the public of the intent and effect of the Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Title and Summary for Ordinance 2025-11: An Ordinance to amend and reenact Title 10, Chapter 18, Use Regulations related to Cannabis Uses of the Moorhead City Code is hereby approved. A copy of said Title and Summary was before the City Council and is now of record and on file in the Office of the City Clerk.

BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Clerk is hereby authorized and directed to publish said Title and Summary in accordance with Section 3.08 of the Moorhead City Charter.

PASSED: November 24, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

TITLE AND SUMMARY OF ORDINANCE 2025-11

The following Ordinance is hereby published by Title and Summary:

1. Title of Ordinance

Ordinance 2025-11: An Ordinance to amend and reenact Title 10, Chapter 18, Use Regulations related to Cannabis Uses of the Moorhead City Code.

2. Summary of Ordinance

An Ordinance which amends and reenacts Title 10, Chapter 18, Use Regulations related to Cannabis Uses of the Moorhead City Code.

3. Availability of Ordinance

A complete, printed copy of this Ordinance is available for inspection by any person during regular business hours in the Office of the City Clerk, City Hall, 403 Center Avenue, Moorhead, MN.

The Ordinance was passed by the City Council of the City of Moorhead this 24th day of November, 2025.

First Reading: 11/10/2025
E-Post: 11/14/25
Second Reading: 11/24/2025
Publication:



City Council Communication

November 24, 2025

SUBJECT:

Resolution to Approve Purchase Agreement with Moorhead Development Company, LLC for Lot 3, Block 1, Christiansons First Addition

RECOMMENDATION:

The Mayor and City Council are asked to consider the following resolutions to facilitate the acquisition of a parcel of land:

- Resolution to Approve Purchase Agreement with Moorhead Development Company, LLC for Lot 3, Block 1, Christiansons First Addition
- Resolution Approving the Terms of a \$375,000 Interfund Loan in Connection with the Acquisition of a Parcel of Land by the City of Moorhead

BACKGROUND/KEY POINTS:

As part of the City's ongoing sanitary sewer system master planning, staff have been investigating alternatives for a future service area extension currently programmed into the Wastewater Utility long-term capital improvement plan for approximately 2035. As part of that work, staff had occasional discussions with representatives from the Busch Agricultural Resources, Inc. malt plant regarding the acquisition of a small parcel of land (approximately 300 feet by 300 feet) located near the intersection of 26 St & 24 Ave S. This location is uniquely situated to facilitate future expansion of the sanitary sewer service area due to its proximity to two major sewer interceptor systems (east side interceptor system and 34 St interceptor system) which separately convey wastewater flows to the Wastewater Treatment Facility. Making improvements on this parcel (e.g. pump station and/or flow equalization basin) will allow the City to optimize the flows to each interceptor system. This will maximize the use of existing pipe capacity and minimize the need for capacity expansion improvements from this location downstream to the Wastewater Treatment Facility (i.e. avoid replacing existing pipes and pump stations with larger pipes and pump stations). This strategy will reduce and/or minimize the need for significant expenditures for improvements through fully developed areas.

On October 14, 2025, the City Council approved the final plat for Christiansons First Addition; the initial step toward development of the property south of the closed malt plant. As part of the plat, the property needed for the proposed future sanitary sewer improvements was included as Lot 3, Block 1 (see attached map). The City Attorney has prepared a draft purchase agreement to acquire the property from Moorhead Development Company, LLC.

Although improvements are not envisioned to be made for several years, the ability to voluntarily acquire this critical location before additional development occurs will facilitate future expansion of the sanitary sewer service area in the most economic manner.

FINANCIAL CONSIDERATIONS:

The draft purchase agreement proposes the acquisition of Lot 3, Block 1, Christiansons First Addition, a parcel consisting of 88,034 square feet, at an agreed-upon price of \$4 per square foot plus closing costs. Anticipating that the closing will occur in early 2026, the City's proposed 2026-2030 capital improvement plan includes this acquisition at an estimated total cost of \$375,000.



City Council Communication

November 24, 2025

The acquisition will ultimately be funded through the Wastewater Utility. To address the short-term financial status of the utility, the acquisition will be supported by an interfund loan from the City's Economic Development Fund 231 (supported by the sale of City-owned property). The interfund loan will be repaid from the Wastewater Utility over a maximum period of ten years. The City Attorney and Finance Department have prepared a resolution authorizing the interfund loan.

Voting Requirements: 3/4 of Council (6)

Submitted By:

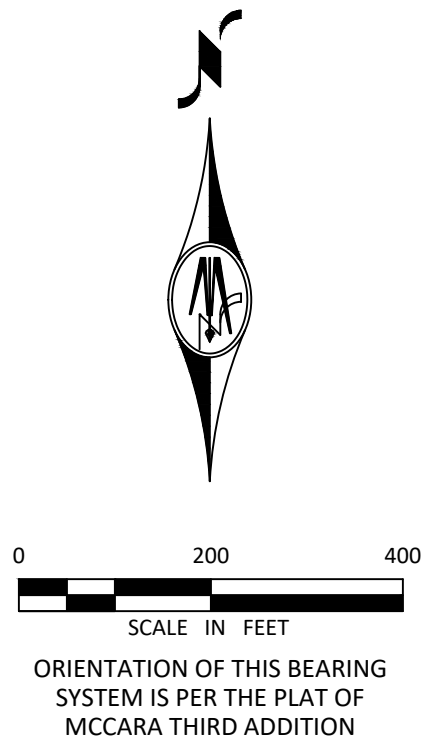
Dan Mahli, City Manager

Robert A. Zimmerman, Engineering Director

Attachments: Plat, Concept Plan

CHRISTIANSONS FIRST ADDITION

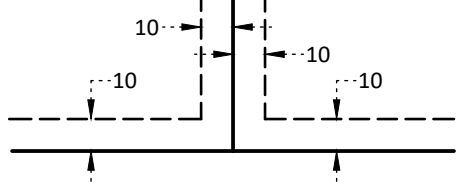
PART OF THE SOUTHEAST QUARTER OF SECTION 16,
TOWNSHIP 139 NORTH, RANGE 48 WEST OF THE FIFTH PRINCIPAL MERIDIAN, TO THE CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA



LEGEND

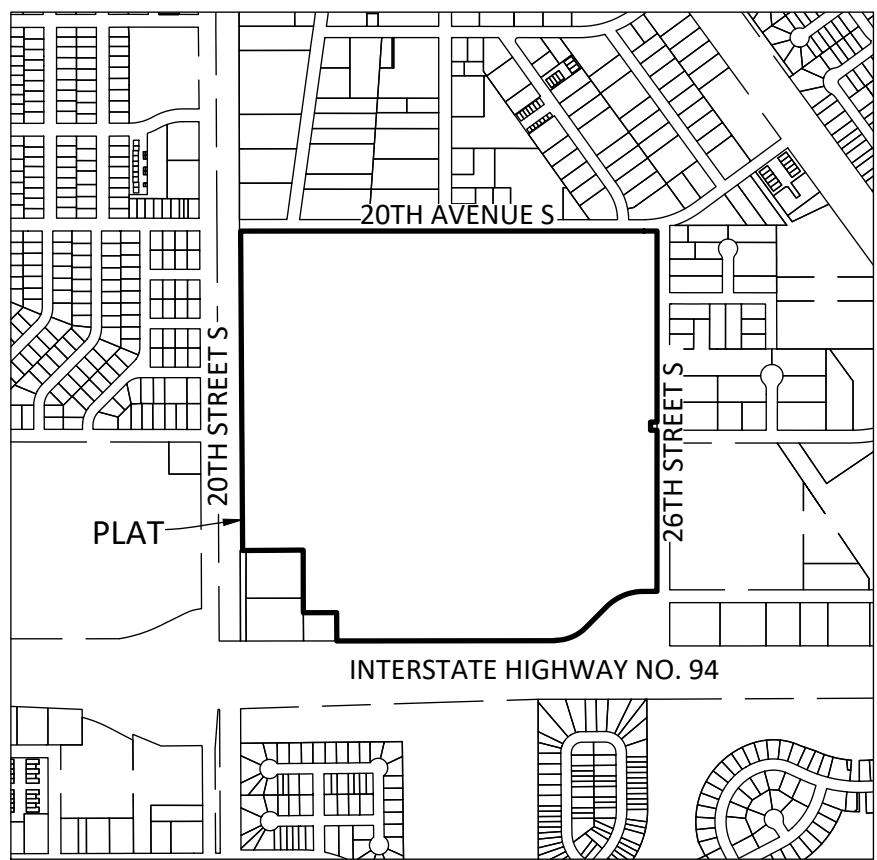
○	5/8"x18" REBAR MONUMENT SET, CAP MARKED BY LIC. NO. XXXXXX
●	MONUMENT FOUND
---	SUBJECT PROPERTY LINE
---	SECTION LINE
---	QUARTER SECTION LINE
---	EXISTING PROPERTY LINE
---	EASEMENT LINE

Drainage and utility easements are shown thus:



Being 10 feet in width and adjoining side and rear lot lines and being 10 feet in width and adjoining public ways as shown on this plat, unless otherwise indicated.

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CH LENGTH	CH BEARING
C1	259.04	330.00	44°58'31"	252.44	N67°29'05"E
C2	211.94	270.00	44°58'30"	206.54	N67°29'04"E



VICINITY MAP
(NO SCALE)

preliminary



PREPARED BY:

**BOLTON
& MENK**

RESOLUTION

Resolution to Approve Purchase Agreement with Moorhead Development Company, LLC for Lot 3, Block 1, Christiansons First Addition

WHEREAS, on October 14, 2025, the City Council approved the final plat for Christiansons First Addition; the initial step toward development of the property south of the closed malt plant; and

WHEREAS, the approved plat includes Lot 3, Block 1, a parcel needed to facilitate the future expansion of the sanitary sewer service area; and

WHEREAS, a draft purchase agreement with Moorhead Development Company, LLC has been prepared for the acquisition of Lot 3, Block 1 for an estimated total cost of \$375,000; and

WHEREAS, the proposed acquisition will be funded through the Wastewater Utility with short-term support from an interfund loan from the City's Economic Development Fund 231 to be repaid from the Wastewater Utility over a maximum period of ten years.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the proposed purchase agreement is approved and the Mayor and City Manager are authorized to execute the agreement and any proposed amendments to the agreement to facilitate the acquisition under the authorized terms.

PASSED: November 24, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution Approving the Terms of a \$375,000 Interfund Loan in Connection with the Acquisition of a Parcel of Land by the City of Moorhead

BE IT RESOLVED by the City of Moorhead as follows:

Section 1. Background

(a) The City of Moorhead has determined that it will pay for **the purchase of Lot 3, Block 1, Christiansons First Addition** and administrative costs (the “Qualified Costs”) incurred in connection with the acquisition of land for a wastewater project (the “Project”), which costs will be financed from the Wastewater Fund available for such purposes.

(b) The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from the Wastewater Fund through the imposition of user rates for wastewater service (hereinafter “Wastewater Utility Revenues”) and in accordance with the terms of this resolution (which terms are referred to collectively as the “Interfund Loan”).

Section 2. Terms of Interfund Loan.

(a) The City hereby authorizes the advance of up to \$375,000 from the City Economic Development Fund to the Wastewater Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse the City Economic Development Fund from the Wastewater Fund for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 and/or Minnesota Statutes, Section 549.09 the Moorhead City Charter as of the date the loan or advance is authorized. The interest rate shall be 0% and will not fluctuate.

(b) Principal and interest on the Interfund Loan shall be paid in ten (10) annual installments at an annual interest rate of zero percent (0%) over three hundred sixty (360) days, with the Payment Date as set forth below or on any other dates determined by the City’s Finance Director.

(c) Payments on the Interfund Loan are payable January 1 of each year commencing on January 1, 2027, and payable solely from Wastewater Utility Revenues. Payments on the Interfund Loan are subordinate and junior to any outstanding or future bonds, notes or contracts secured in whole or in part with Wastewater Utility Revenues and are on parity with any other outstanding or future interfund loans secured in whole or in part with Wastewater Utility Revenues.

(d) The principal sum and all accrued interest payable under the Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

(e) The Interfund Loan is evidence of an internal borrowing by the City and is a limited obligation payable solely from Wastewater Utility Revenues pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the City, the State of Minnesota or any political subdivision thereof, including, without limitation, the EDA. Neither the City, the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of Wastewater Utility Revenues , and neither the full faith and credit

nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

PASSED: November 24, 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

November 24, 2025

SUBJECT:

Resolution to Authorize Submission of Grant Applications – Various Improvements

RECOMMENDATION:

The Mayor and City Council are asked to consider resolutions to authorize submission of various grant applications.

BACKGROUND/KEY POINTS:

Throughout the year, staff identifies and/or receives notices of various grant opportunities. Staff evaluates each opportunity relative to strategic initiatives, proposed and planned projects, eligibility, and required matching funds. The City's transportation Capital Improvement Plan (CIP) has been used to identify projects for FHWA funds distributed through the local Metropolitan Planning Organization (FM MetroCOG) and also for the State Local Road Improvement Program (LRIP) funding distributed through MnDOT.

The proposed Highway Safety Improvement Program (HSIP) grant is a source of funding that has previously only been available for projects included in a County Road Safety Plan. Eligibility for this funding was recently expanded to include municipal projects in a Safe Streets and Roads for All (SS4A) safety action plan. MetroCOG recently completed an SS4A plan that identified potential High Injury Network (HIN) roadways. The only City of Moorhead street that was identified as HIN is 34th St N from Highway 10 to 15th Ave N. Another recently completed COG study was for the extension of 8th Ave N in the City of Dilworth. That study made a recommendation for the construction of a roundabout at the intersection of 34th St and 8th Ave N. Based on these two studies, staff from the cities of Dilworth and Moorhead discussed the possibility of applying for HSIP funding to construct the proposed roundabout. If the funding is approved, the CIP would be amended and the roundabout would be constructed concurrent with the already planned mill and overlay of 34th St N in 2028. If the funding is not approved, the cities would proceed with only the planned mill & overlay project.

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

FINANCIAL CONSIDERATIONS:

The project, grant program(s), requested grant amount, and required local match for each application are identified in the attached resolutions. As applications are finalized, the grant request and local match may be revised, but significant changes are not anticipated.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City Engineer

Attachments: Excerpts from 8th Ave N Extension study and SS4A Plan

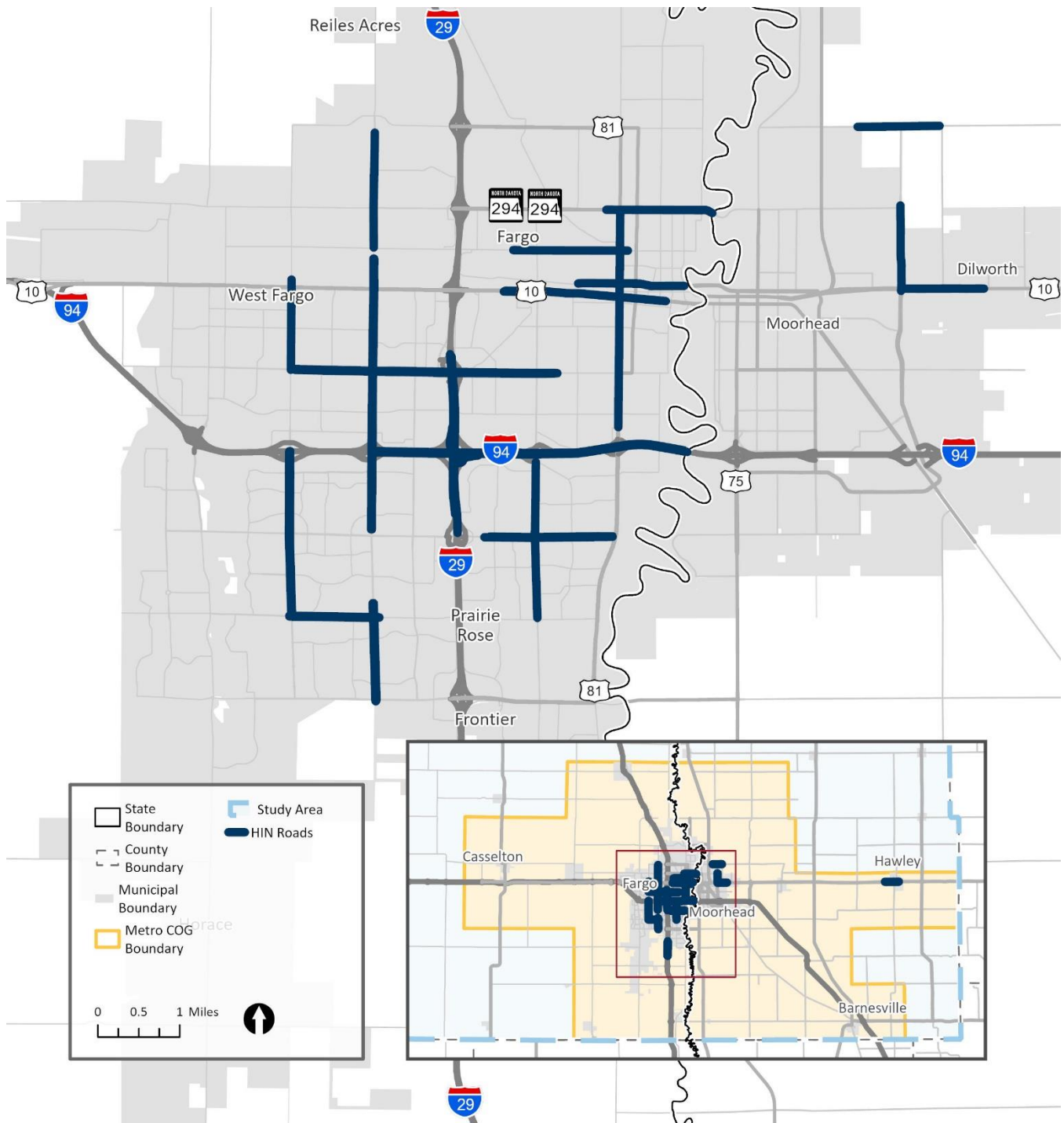


METROCOG

Regional Comprehensive Safety Action Plan



Figure 13 All Mode High Injury Network



Highest crash scores are concentrated on:

- 13th Avenue S. from 21st Street S. to 9th Street E.

Dilworth 8th Avenue North Extension Study



METROCOG
FM REGIONAL TRANSPORTATION PLANNING ORGANIZATION



4.3 Intersection Alternatives

The proposed 8th Avenue corridor has five major intersections along the proposed route. Each intersection will need to be evaluated on a case-by-case approach based on future traffic and land use along the corridor.

34th Street Intersection

No Build: A no-build alternative does not address the dominant turning movements and conflicts of Walmart and Aldi.

Geometric Change: A redesign option for the geometric layout of the 34th Street intersection could be a combination of an R-Cut and Roundabout as found in Fridley, MN near the Target parking lot. The geometric change would restrict access with a barrier along 8th Avenue to eliminate left-turning conflicts. Constructing the turnabout to the west allows right-out vehicles to turn on the south side of the median that would return to 34th Street. A similar turnaround for right-in vehicles using accesses on the north side of the median. A change of geometric layout at this intersection would improve safety for vehicular traffic on 8th Avenue. The number of access points and turning movements coming in and out of commercial driveways creates excessive left-turning movements across traffic on 8th Avenue. Another geometric alternative shown below is dual roundabouts. Two consecutive roundabouts help eliminate left-turning conflicts. A large enough roundabout would need to be constructed to facilitate large delivery trucks to and from Walmart. 34th Street & Walmart Intersection concepts shown in **Figure 18**.

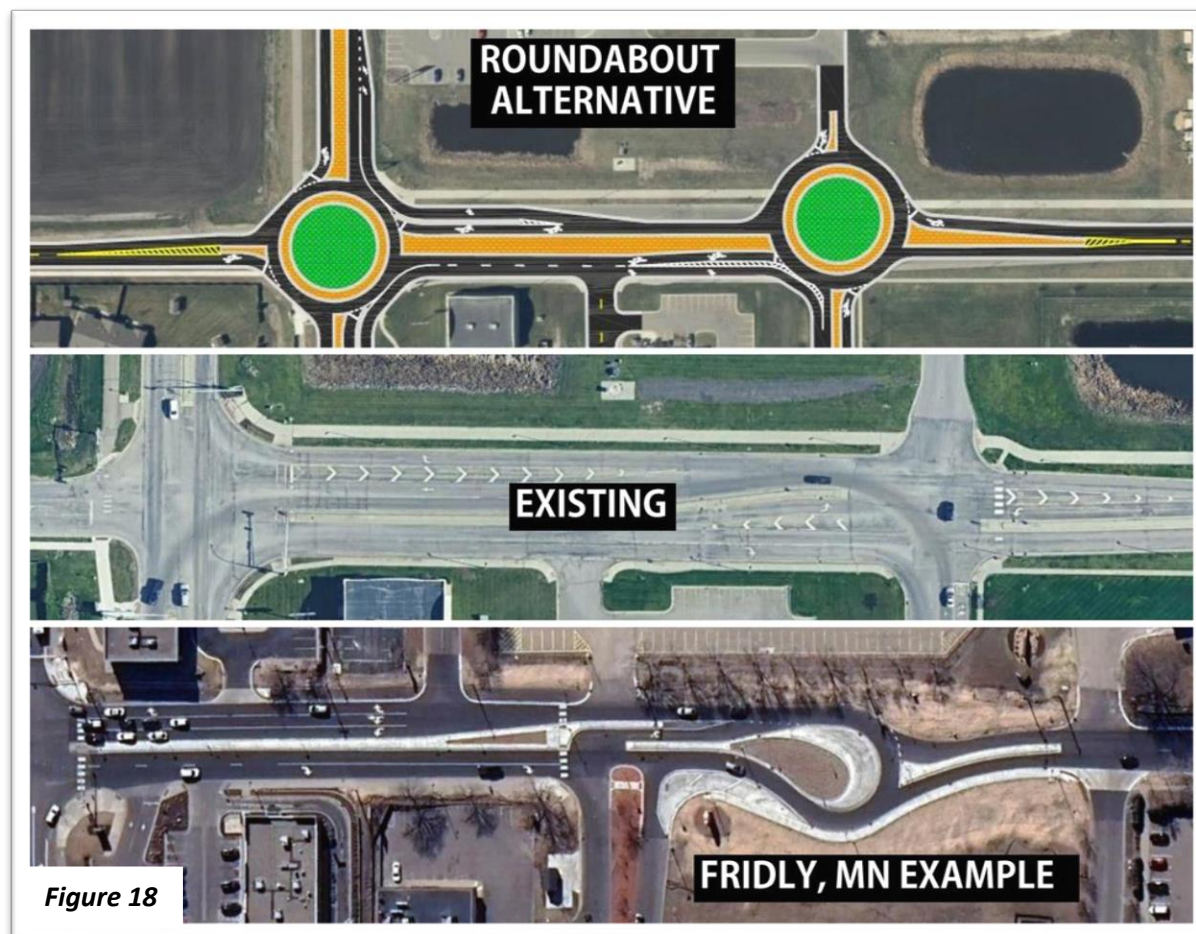


Figure 18

RESOLUTION

Resolution to Authorize Submission of FHWA Grant Applications

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

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

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

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

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

- Project: 34th St from 12th to 24th Ave S
 - Description: Reconstruct the remaining bituminous pavement on 34th St to a concrete pavement and reconstruct the existing shared-use path
 - Project Schedule: 2029-2030
 - Total Project Cost: \$5,600,000
 - Grant Agency: FHWA
 - Grant Source: Federal
 - Grant Program: FY2030 Surface Transportation Block Grant (formula funds)
 - STBG Grant Amount: \$1,115,000
 - STBG Required Local Match: \$278,750
 - Grant Program: FY2030 Transportation Alternatives (formula funds)
 - TA Grant Amount: \$450,000
 - TA Required Local Match: \$112,500
 - Additional Local Funds: \$3,643,750
 - Source of Local Match: Street Capital Improvement Plan
- Project: Village Green Boulevard Shared Use Path from 20th St to SE Main Ave
 - Description: Reconstruct the existing shared-use path
 - Project Schedule: 2027-2029
 - Grant Agency: FHWA
 - Grant Program: FY2027-2029 Carbon Reduction Program (formula funds)
 - Grant Source: Federal
 - CRP Grant Amount: \$324,000 (\$108,000 per year for 3 years)
 - CRP Required Local Match: \$81,000 (\$27,000 per year for 3 years)
 - Source of Local Match: Municipal State Aid Street Construction Account

PASSED: November 24, 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 Authorize Submission of LRIP Grant Application

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

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

WHEREAS, staff recommends that the City Council authorize a grant application for the project identified below.

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

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

- Project: First Avenue North from 12th St to 21st St
 - Description: Reconstruct the roadway
 - Project Schedule: 2027
 - Total Project Cost: \$7,430,000
 - Grant Agency: MnDOT
 - Grant Program: Local Road Improvement Program (LRIP)
 - Grant Source: State
 - LRIP Grant Amount: \$1,500,000
 - LRIP Required Local Match: \$375,000
 - Additional Local Funds: \$5,555,000
 - Source of Local Match: Municipal State Aid Street Construction Account

BE IT FURTHER RESOLVED that the City will fund engineering, right-of-way, inspection and other non-LRIP eligible costs as well as LRIP-eligible costs in excess of the LRIP grant amount..

PASSED: November 24, 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 Authorize Submission of HSIP Grant Application

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

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

WHEREAS, 34th Street North from TH 10 to 15th Ave N has been identified as a High Injury Network segment in the Regional Comprehensive Safety Action Plan that was recently completed by FM MetroCOG; and

WHEREAS, FM MetroCOG recently completed the Dilworth 8th Avenue North Extension Study which recommended the construction of a roundabout at the intersection of 34th Street and 8th Avenue North; and

WHEREAS, staff recommends that the City Council authorize a grant application for the project identified below.

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

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

- Project: 34th Street North at 8th Avenue North
 - Description: Construct a roundabout
 - Project Schedule: 2028
 - Total Project Cost: \$1,800,000
 - Grant Agency: MnDOT
 - Grant Program: Highway Safety Improvement Program (HSIP)
 - Grant Source: Federal
 - HSIP Grant Amount: \$750,000 per agency
 - HSIP Required Local Match: \$75,000
 - Additional Local Funds: \$75,000
 - City of Dilworth Share: \$900,000 (Dilworth will submit its own application)
 - Source of Local Match: Municipal State Aid Streets Construction Account

PASSED: November 24, 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

November 24, 2025

SUBJECT:

Resolution to Award Bids for 2026 Water Treatment and Wastewater Treatment Chemicals

RECOMMENDATION:

The Moorhead Public Service Commission respectfully requests the Mayor and City Council award the bids for 2026 Water Treatment and Wastewater Treatment Chemicals to the lowest, qualified bidders meeting the specifications, as shown on the attached Bid Tabulation Sheet, as awarded by the Moorhead Public Service Commission on November 18, 2025.

BACKGROUND/KEY POINTS:

On an annual basis, Moorhead Public Service (MPS) requests bids for water treatment and wastewater treatment chemicals. MPS incorporates the specifications necessary for the City of Moorhead's (City's) Wastewater Division to purchase chemicals for the treatment of wastewater. For the purpose of drinking water treatment, MPS utilizes a significant amount of chemicals on an annual basis.

To ensure the availability of water treatment chemicals for MPS from January 1, 2026, to December 31, 2026, on September 23, 2025, the Commission authorized MPS staff to advertise for chemical bids with a bid opening date of October 22, 2025. The bid cycle was previously adjusted to align the contracts for chemicals with the given calendar year and budget.

The bids received indicate a 2 percent increase in per-unit costs for 2026 chemicals. If the recommended bids are approved and chemical usage remains consistent with the specification amounts, MPS' chemical costs, per unit, are projected to increase by a total of \$34,689.

As part of the bid process, MPS staff received multiple bids for orthophosphate solution. As part of the specification, orthophosphate must be pre-approved through trials prior to being listed as equivalent to the existing chemicals. With this information in mind, MPS staff recommends awarding Bid Item #13 to Hawkins, Inc., in the amount noted on the Bid Tabulation Sheet. Notably, 9 out of the 14 chemicals used for MPS' drinking water treatment process have pricing equal to, or lower than, 2025 levels. Lime, soda ash, and liquid ferric sulfate account for over 80 percent of the estimated total cost for 2026.

The estimated cost for water treatment chemicals for the 12-month period, based on 2025 usage, is \$1,761,602. The 2026 budget for water treatment chemicals is \$2,070,000. Staff anticipated a 5 percent increase in chemical costs based on market trends. The recent plateauing of chemical prices may indicate the broader supply market is stabilizing from COVID-level variability. Furthermore, staff recommended keeping the 2026 total budget above the expected bid totals to account for continued and severe water quality issues affecting the Red River—MPS' primary water supply source. In 2025, soda ash used in the softening process was ordered in quantities approximately 700 tons above bid expectations due to record-high river hardness.

To address potential fluctuations in chemical use, staff recommends utilizing cash reserves to offset any budget variables. Any required replenishment of reserves will be incorporated into MPS' 2027 budget and water rate calculations.



City Council Communication

November 24, 2025

FINANCIAL CONSIDERATIONS:

Both the City and MPS order chemicals (through a contract) for their respective treatment processes and are invoiced separately—as the chemicals are ordered on an as-needed basis. The City's 2026 budget for wastewater treatment chemicals is \$325,000. MPS' estimated cost for water treatment chemicals for the 12-month period, based on 2025 usage, is \$1,761,602. MPS' 2026 budget for water treatment chemicals is \$2,070,000. To address potential fluctuations in chemical use, MPS staff recommends utilizing cash reserves to offset any budget variables. Any required replenishment of reserves will be incorporated into MPS' 2027 budget and water rate calculations.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Travis Schmidt, General Manager

Marc Pritchard, Water Plant Manager

Attachments: Bid Tabulation Sheet

Bid Tabulation Sheet
2026 Water Treatment and Wastewater Treatment Chemicals

Bid Opening: October 22, 2025, at 2:00 PM

Bidder	Check	Bid Bond	<u>Bid Item #1:</u>	<u>Bid Item #2:</u>	<u>Bid Item #3:</u>	<u>Bid Item #4:</u>	<u>Bid Item #5:</u>	<u>Bid Item #6:</u>
			Lime Price/Ton Qty. 2,000	Soda Ash Price/Ton Qty. 1,000	Dry Ferric Sulfate Price/Ton Qty. 250	Sodium Hexa. Price/Ton Qty. 4	Liquid Chlorine Price/Ton Qty. 36	Liquid CO ₂ Price/Ton Qty. 200
AWG – American Welding & Gas	✓							\$236.95
Carus		✓				\$3560.00		
Chemrite, Inc.		✓				\$3560.00		
DuBois Chemicals, Inc.		✓		\$476.00				
Graymont (WI) LLC		✓	\$366.20					
Hawkins, Inc.		✓				\$4250.00	\$2588.00	
Mississippi Lime Company		✓	\$705.66					
PVS Technologies, Inc.		✓						
Shannon Chemical Corporation		✓				\$3434.17		
SNF Polydyne, Inc.		✓						

Bid Tabulation Sheet
2026 Water Treatment and Wastewater Treatment Chemicals

Bid Opening: October 22, 2025, at 2:00 PM

Bidder	Check	Bid Bond	<u>Bid Item #7:</u>	<u>Bid Item #8:</u>	<u>Bid Item #9:</u>	<u>Bid Item #10:</u>	<u>Bid Item #11:</u>	<u>Bid Item #12:</u>
			Sodium Hypo. Price/Gallon Qty. 300	Sulfur Dioxide Price/Ton Qty. 4	Liquid Oxygen Price/Gallon* Qty. 35,000	Fluoro. Acid Price/Gallon Qty. 5,000	Ammonia Price/Gallon Qty. 5,500	Anionic Poly. Price/Pound Qty. 4,000
AWG – American Welding & Gas	✓				\$0.94			
Carus		✓						
Chemrite, Inc.		✓						
DuBois Chemicals, Inc.		✓						
Graymont (WI) LLC		✓						
Hawkins, Inc		✓	\$4.50	\$2178.00		\$6.15	\$5.425	
Mississippi Lime Company		✓						
PVS Technologies, Inc.		✓						
Shannon Chemical Corporation		✓						
SNF Polydyne, Inc.		✓						\$1.71

*Note: One (1) gallon is equivalent to 115.1 standard cubic feet.

Bid Tabulation Sheet
2026 Water Treatment and Wastewater Treatment Chemicals

Bid Opening: October 22, 2025, at 2:00 PM

Bidder	Check	Bid Bond	<u>Bid Item #13:</u>	<u>Bid Item #14:</u>	<u>Bid Item #15:</u>	<u>Bid Item #16:</u>
			Orthophosphate Price/Gallon Qty. 3,000	Ferrous Chloride Price/Pound Qty. 250,000	Ferric Sulfate Price/Gallon Qty. 45,000	Hydrogen Peroxide (34% Solution) Price/Gallon Qty. 1500
AWG – American Welding & Gas	✓					
Carus LLC		✓	\$10.602 *			
Chemrite, Inc.		✓				
DuBois Chemicals, Inc.		✓				
Graymont (WI) LLC		✓				
Hawkins, Inc.		✓	\$11.286		\$4.45	\$5.95
Mississippi Lime Company		✓				
PVS Technologies, Inc.		✓		\$1.85		
Shannon Chemical Corporation		✓	\$14.17			
SNF Polydyne, Inc.		✓				

*Did not meet the specification review



RESOLUTION

Resolution to Award Bids for 2026 Water Treatment and Wastewater Treatment Chemicals

WHEREAS, on October 22, 2025, bids were opened for 2026 Water Treatment and Wastewater Treatment Chemicals; and,

WHEREAS, Moorhead Public Service staff has evaluated the bids and submitted a Bid Tabulation Sheet with its recommendations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead to award the bids for 2026 Water Treatment and Wastewater Treatment Chemicals to the lowest, qualified bidders meeting the specifications, as shown on the attached Bid Tabulation Sheet, as awarded by the Moorhead Public Service Commission on November 18, 2025. MPS' estimated 12-month cost for water treatment chemicals, based upon 2025 usage, is \$1,761,602.

NOW, THEREFORE, BE IT FURTHER 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 execute the contracts for 2026 Water Treatment and Wastewater Treatment Chemicals.

PASSED: November 24, 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

November 24, 2025

SUBJECT:

Resolution to Approve Exhibit A, Revision 2, to the Transmission Operator Procedure with Western Area Power Administration

RECOMMENDATION:

The Moorhead Public Service Commission respectfully requests the Mayor and City Council approve Exhibit A, Revision 2, to the Transmission Operator Procedure with Western Area Power Administration for maintenance and coordination of the facilities at Moorhead Public Service's Moorhead DOE Substation, as approved by the Moorhead Public Service Commission on November 18, 2025.

BACKGROUND/KEY POINTS:

In January 2018, Moorhead Public Service (MPS) staff submitted an application to North American Electric Reliability Corporation (NERC) to have MPS' 115kV transmission loop excluded from the Bulk Electric System (BES). Doing so would reduce the number of NERC requirements for which MPS is responsible. Additionally, if MPS' 115kV transmission loop was not excluded from the BES, MPS would be required to transfer control of the 115kV circuit breakers to Western Area Power Administration (WAPA) under the Transmission Operator Services Agreement, including the Transmission Operator Procedure (TOP) and Exhibit A, Revision 1, which were last revised and signed in 2024.

Exhibit A, Revision 2 (attached), to the TOP needs to be revised to reflect the additions and removal of equipment associated with the shunt reactors and ring bus reconfiguration projects that WAPA will be monitoring, on behalf of MPS, at MPS' Moorhead DOE Substation. MPS will continue to provide WAPA with advanced notice of planned outages of the 115kV transmission loop, to as well as real-time status information on MPS' 115kV equipment. WAPA will be responsible for providing this information to Southwest Power Pool.

FINANCIAL CONSIDERATIONS:

There is no cost to the City of Moorhead.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Travis Schmidt, General Manager
Taylor Holte, Project Engineer

Attachments: Exhibit A, Revision 2, to Transmission Operator Procedure with WAPA

Exhibit A, Revision 2
Moorhead BES and Other Facilities

1. Moorhead Facilities Dispatched by WAPA-UGPR:

Table 1: Effective upon Signature of Exhibit A

Moorhead Owned/Responsible <u>BES</u> Substations, Lines and Associated Equipment under WAPA-UGPR Dispatch Jurisdiction		
Substation/Line	Moorhead Equipment Operated by WAPA-UGPR Includes:	Facility Voltage
Moorhead Substation	Moorhead Breaker 1286 Moorhead Switch 1281 Moorhead Switch 1283 Moorhead Switch 1285 Moorhead Switch 1287 Moorhead Motor-Operated Switch 1289 Moorhead Breaker 1382 Moorhead Switch 1381 Moorhead Switch 1383 Moorhead Breaker 1482 Moorhead Switch 1481 Moorhead Switch 1483 Moorhead Breaker 1486 Moorhead Switch 1485 Moorhead Switch 1487 Moorhead Switch 1581 Moorhead Switch 1583 Moorhead Motor-Operated Switch 1589 Moorhead Breaker 2188 Moorhead Switch 2187 Moorhead Breaker 5188 Moorhead Switch 5187 Moorhead Switch 382 Moorhead Switch 482	230kV
Moorhead Substation	Moorhead Switch 363 Moorhead Switch 463 Moorhead Switch 369	115kV

Table 2: Effective upon Midwest Reliability Organization (MRO) Acceptance of Moorhead’s BES Exception Request

Moorhead Owned/Responsible <u>Non-BES</u> Substations, Lines and Associated Equipment under WAPA-UGPR Dispatch Jurisdiction		
Substation/Line	Moorhead Equipment Operated by WAPA-UGPR Includes:	Facility Voltage
Moorhead Substation	Moorhead PCB 1162 Moorhead Switch 1161 Moorhead Switch 1163 Moorhead Switch 1169 Moorhead PCB 1262 Moorhead Switch 1261 Moorhead Switch 1263	115kV

2. Additional Facilities Where SCADA Telemetry or Status is Required:

Moorhead shall provide SCADA data to WAPA-UGP that WAPA-UGP will share with SPP for the following facilities:

Line Segment or Substation	Data
115-kV Fargo-Brookdale Transmission Line	Telemetry for MW, MVAR, and kV
115-kV Moorhead-Opportunity Transmission Line	Telemetry for MW, MVAR, and kV
Brookdale Substation	Breaker status for Breakers CB7 and CB8
Centennial Substation	Breaker status for Breakers CB3 and CB4
Moorhead Substation	Breaker status for Breakers 1162 and 1262
Northeast Substation	Breaker status for Breakers CB5 and CB6
Opportunity Substation	Breaker status for Breakers CB9 and CB10
Southeast Substation	Breaker status for Breakers CB1 and CB2

Digital Signature: The Parties agree that this Exhibit may be signed and executed by digital signature, digitally signed using Adobe Sign or Adobe E-Signature. A digital signature is the same as a handwritten signature and shall be considered valid and acceptable.

Execution in Counterparts: This Exhibit may be executed in any number of counterparts and, upon execution and delivery by each Party, the executed and delivered counterparts together shall have the same force and effect as an original instrument as if all Parties had signed the same instrument. Any signature page of this Exhibit may be detached by any counterpart of this Exhibit without impairing the legal effect of any signatures thereon, and may be attached to another counterpart of this Exhibit identical in form hereto, by having attached to it one or more signature pages.

WESTERN AREA POWER ADMINISTRATION

By: _____

Title: Acting Senior Vice President and

Upper Great Plains Regional Manager

Address: PO Box 790

Watertown, SD 57201-0790

Dated: _____

(SEAL)

CITY OF MOORHEAD, MINNESOTA

By: _____

Attest:

Title: Mayor

By: _____

Address: PO Box 779

Title: _____

Moorhead, MN 56561-0779

Dated: _____

By: _____

Title: City Manager

Address: PO Box 779

Moorhead, MN 56561-0779

Dated: _____

(SEAL)

MOORHEAD PUBLIC SERVICE

By: _____

Attest:

Title: _____

By: _____

Address: _____ PO Box 779

Title: _____

_____ Moorhead, MN 56561-0779

Dated: _____

By: _____

Title: _____

Address: _____ PO Box 779

_____ Moorhead, MN 56561-0779

Dated: _____

Revision History

Revision 1	Removed all substations except for Moorhead. Added Table 2: Moved Moorhead 115-kV facilities to Non-BES. Added requirements for SCADA telemetry and status for SPP.
Revision 2	Updated new and removal of equipment associated with the Shunt Reactors and Ring Bus Reconfiguration Projects.

RESOLUTION

Resolution to Approve Exhibit A, Revision 2, to the Transmission Operator Procedure with Western Area Power Administration

WHEREAS, in January 2018, Moorhead Public Service (MPS) staff submitted an application to North American Electric Reliability Corporation (NERC) to have MPS' 115kV transmission loop excluded from the Bulk Electric System (BES). Doing so would reduce the number of NERC requirements for which MPS is responsible; and,

WHEREAS, if MPS' 115kV transmission loop was not excluded from the BES, MPS would be required to transfer control of the 115kV circuit breakers to Western Area Power Administration (WAPA) under the Transmission Operator Services Agreement, including the Transmission Operator Procedure (TOP) and Exhibit A, Revision 1, which were last revised and signed in 2024; and,

WHEREAS, Exhibit A, Revision 2, to the TOP needs to be revised to reflect the additions and removal of equipment associated with the shunt reactors and ring bus reconfiguration projects that WAPA will be monitoring, on behalf of MPS, at MPS' Moorhead DOE Substation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead to approve Exhibit A, Revision 2, to the Transmission Operator Procedure with Western Area Power Administration, as approved by the Moorhead Public Service Commission on November 18, 2025.

FURTHER 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 execute the attached Exhibit A, Revision 2, to the Transmission Operator Procedure with Western Area Power Administration.

PASSED: November 24, 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

November 24, 2025

SUBJECT:

First Reading of Ordinance 2025-12: An Ordinance Adopting the 2026 Fee Schedule

RECOMMENDATION:

The Mayor and City Council are asked to consider the first reading of an ordinance relative to the adoption of the proposed 2026 fee schedule.

BACKGROUND/KEY POINTS:

The attached fee schedule is a compilation of the various fees imposed for the services provided, licenses/permits issued, and numerous programs offered by the City of Moorhead. An annual review of the fee schedule is conducted to ensure the amounts collected cover operational and program costs while attempting to remain comparable with regional communities. The schedule reflects fees imposed in 2025 and any changes proposed for 2026 as delineated in the respective columns. The schedule does not specify an amount in the 2026 column for those fees that are recommended to remain the same as the previous year. Programs/ services eliminated are so noted using the strike through function. Most of the changes in revenues generated from the collection of fees have been incorporated in the Preliminary 2026 Operating and Capital Budget, however, there may be a couple of fee changes which will be reflected in the revised final budget, which is anticipated to be considered for final adoption by the Mayor and Council on December 8, 2025. The fees reflected in the attached schedule set forth the fees/charges the City of Moorhead will collect in 2026 and serve as an integral element of the projected revenues in the budget. This schedule is submitted for Mayor and Council consideration at this time to facilitate incorporation of such into the appropriate utility billing systems; to accommodate the transmittal of time sensitive applications; and include in the various materials announcing City programs and services.

FINANCIAL CONSIDERATIONS:

Mayor and Council adoption of the annual fee schedule is in accordance with City policy and consistent with past practice. These fees are incorporated in the Preliminary 2026 Operating and Capital Budget.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Jenica Flanagan, Finance Director

Attachments:

ORDINANCE 2025-12

AN ORDINANCE ADOPTING THE 2026 FEE SCHEDULE

WHEREAS, the City Council of the City of Moorhead has the authority to set certain fees and charges by ordinance; and

WHEREAS, the Moorhead City Council has reviewed the current fees and charges and desires to make amendments thereto; and

WHEREAS, the structure of the Metropolitan Mass Transit system was modified in 2025, with the City of Fargo now serving as the lead agency. As a result, the City of Moorhead is no longer collecting transit fees directly; and

WHEREAS, the following schedule depicts all fees including the fees that have been increased by reflecting the previous year's rate in addition to the new rate, all other rates remained the same.

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

SECTION 1. Except as provided in Section 2 of this Resolution, the Appendix of the Moorhead City Code is hereby amended to incorporate the following fee schedule and license fees, and that all other fees and charges previously set shall remain unchanged, unless superseded by the following schedule.

SECTION 2. The fee and license line items of the schedule relating to transit fees will incorporate by reference any mid-year transit rate changes approved by the Fargo City Commission automatically without further action by the Moorhead City Council. This Section shall be self-executing.

SECTION 3. The fees adopted by this Ordinance shall take effect January 1, 2026.

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

PASSED: November 24, 2025, by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

First Reading: 11/24/2025

E-Post:

Second Reading:

Date of Publication:

Administration & Accounting

		FEE 2025		FEE 2026
<u>Annual Financial Report</u>		\$	15.00	
<u>Budget</u>		\$	15.00	
<u>Election Ward/Precinct Maps</u>		\$	10.00	
<u>Returned Check Charge</u>		\$	30.00	
<u>Duplicate Satisfaction of Mortgage</u>		\$	15.00	
<u>Photocopies</u>	B&W - less than 100 pages	\$	0.25	Per copy
	B&W - 2-sided copies	\$	0.50	Per sheet
	B&W - more than 100 pages		TBD	Employee time to retrieve and cost of copies
	8½ x 11 Color	\$	1.00	Per page
	8½ x 14 Color	\$	1.25	Per page
	11 x 17 Color	\$	1.50	Per page

Building-Plumbing-Heating

		FEE 2025	FEE 2026
BUILDING PERMIT FEES - Table 3-A (Other than New 1 and 2 Family Dwellings)			
Total Valuation	\$ 1 to \$ 1,000	\$ 37.00	
	\$ 1,001 to 25,000	\$ 37.00 for the first \$1,000.00 plus \$8.60 for each additional \$1,000.00 or fraction thereof to and including \$25,000.00	
	\$ 25,001 to 50,000	\$ 248.00 for the first \$25,000.00 plus \$6.90 for each additional \$1,000.00 or fraction thereof to and including \$50,000.00	
	\$ 50,001 to 100,000	\$ 421.00 for the first \$50,000.00 plus \$4.60 for each additional \$1,000.00 or fraction thereof to and including \$100,000.00	
	\$ 100,001 and up	\$ 655.00 for the first \$100,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof	
BUILDING PERMIT FEES - Table 3-D (New 1 and 2 family dwellings)			
Total Valuation	\$ 1.00 to \$ 1,000.00	\$ 30.00	
	\$ 1,001.00 to \$100,000.00	\$ 30.00 for the first \$1,000.00 plus \$4.60 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	
	\$ 100,001.00 and up	\$ 490.00 for the first \$100,000 plus \$2.30 for each additional \$1,000.00 or fraction thereof	
Other Inspections			
Reinspection, additional plan reviews, changes, revisions	\$ 64.00	Per hour (1/2 hr minimum)	
Swimming Pools		By Building Permit valuation as noted above	
Roofing			\$100.00
Siding			\$100.00
Demolition	\$ 64.00		
Inspections when no City Permit is issued	\$ 64.00		
Manufactured Homes (mobile homes in courts)	\$ 64.00		
Moving Permits within or into City limits	\$ 160.00		\$300.00
Moving Permits out of City limits and manufactured home placement within a licensed manufactured home community	\$ 64.00		
Investigation Fee - Construction started without a permit		Fee equal to the permit fee of the attributable building permit, limited to \$5,000.	
Commercial Building Plan Review		25% of the building permit fee	
<i>For the use of outside consultants for plan review or inspections-fee equal to actual cost plus 10% administration Inspection fee charge for inspections of buildings to be moved into the City which are located more than 10 miles from the City \$63.00 PLUS 50 cents/mile</i>			
PLUMBING PERMIT FEES - Table 3-B:			
	For the first four (4) fixture openings	\$ 32.00	
	For each fixture opening over four (4)	\$ 5.00	
	New Water Taps, each	\$ 43.00	
	New Sewer Taps, each	\$ 43.00	
<i>An investigation fee equal to the permit fee shall be charged whenever work is started prior to obtaining a permit.</i>			
Plumbing Plan Review Fees:			
System Reviewed			
<i>Water distribution & drain, waste & vent systems, including interceptors, separators, or catch basins</i>			
	25 or fewer drainage fixture units	\$ 107.00	
	26 to 50 drainage fixture units	\$ 193.00	
	51 to 150 drainage fixture units	\$ 267.00	
	151 to 249 drainage fixture units	\$ 383.00	
	250 or more drainage fixture units	\$ 3.00 Per drainage fixture unit to a maximum of \$2,730 and \$53.00/interceptor, separator, or catch basin	
	<u>Building Sewer Service Only</u>	\$ 107.00	
	<u>Building Water Service Only</u>	\$ 107.00	
	<u>Building Water Distribution System Only (no drainage system)</u>	\$ 4.00 Per supply fixture unit to a maximum of \$100.00	
	<u>Storm Drainage System</u>	\$ 175.00 minimum fee, or \$42.00 per drain opening, up to a maximum of \$420.00, and \$53.00 per interceptor, separator, or catch basin	
HEATING PERMIT FEES - Table 3-C			
Total Valuation	\$ 1.00 to \$ 500.00	\$ 17.00	
	\$ 501.00 to \$ 1,000.00	\$ 38.00	
	\$ 1,001.00 to \$10,000.00	\$ 38.00 for the first \$1,000.00 plus \$6.80 for each additional \$1,000.00 or fraction thereof, to and including \$10,000.00	
	\$10,001.00 to \$50,000.00	\$ 100.00 for the first \$10,000.00 plus \$4.20 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	
	\$50,001.00 to \$100,000.00	\$ 270.00 for the first \$50,000.00 plus \$2.60 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	
	\$ 100,001.00 and up	\$ 400.00 for the first \$100,000 plus \$1.40 for each additional \$1,000.00 or fraction thereof	
<i>An investigation fee equal to the permit fee shall be charged whenever work is started without a permit.</i>			

Business License & Permits

		FEE 2025	FEE 2026
<u>Administration Fee - Insurance Reinstatement</u>		\$ 50.00	
<u>Administration Fee - Late Renewal</u>	Business License - Received after December 31st	\$ 50.00	
	Liquor License - Received after June 30th	\$ 50.00	
<u>Cannabis</u>	<u>*First year pays initial and renewal fees</u>		
<u>Retailer</u>	Initial Registration*		\$ 500.00
	Renewal Registration		\$ 1,000.00
<u>Microbusiness</u>	Initial Registration*		\$ -
	Renewal Registration		\$ 500.00
<u>Mezzobusiness</u>	Initial Registration*		\$ 500.00
	Renewal Registration		\$ 1,000.00
<u>Medical Cannabis Combination Business</u>	Initial Registration*		\$ 500.00
	Renewal Registration		\$ 1,000.00
<u>Lower Potency Hemp Edible Retailer</u>	Initial Registration*		\$ 125.00
	Renewal Registration		\$ 125.00
<u>Cigarette / Tobacco Products License</u>		\$ 125.00	
<u>Encroachment Right-of-Way Permit</u>	Fee for Adjoining Business or Property Owner	\$ 50.00	
	Fee for Mobile Operations	\$ 100.00	
<u>Liquor Licenses</u>	On-Sale Intoxicating Liquor	\$ 6,000.00	
	On-Sale Intoxicating Liquor – Public Golf Course (8 Mos)	\$ 4,000.00	
	Special Hours Liquor (Banquet/Event Center)	\$ 2,500.00	
	3.2% On-Sale Liquor	\$ 300.00	
	Malt Liquor (HHIC only)	\$ 300.00	
	Wine	\$ 300.00	
	Sunday	\$ 200.00	
	Club (On-Sale) – fee based on membership:		
	200 members or less	\$ 300.00	
	201 - 500 members	\$ 500.00	
	501 - 1,000 members	\$ 650.00	
	1,001 - 2,000 members	\$ 800.00	
	2,001 - 4,000 members	\$ 1,000.00	
	4,001 - 6,000 members	\$ 2,000.00	
	Over 6,000 members	\$ 3,000.00	
	Off-Sale	\$ 200.00	
	Off-Sale 3.2% Malt Liquor	\$ 200.00	
	Brewer Off-Sale	\$ 200.00	
	Investigation Fee for NEW On, Off, Sunday, and Wine applicants	\$ 250.00	
	Investigation Fee for all On, Off, Sunday, and Wine renewals	\$ 125.00	
	Security Fee (4 hour minimum, \$25/hour)	\$ 100/25	
	Special Event Community Festival	\$ 35.00	

Business License & Permits

		FEE 2025	FEE 2026
	Special Event On-Sale	\$ 35.00	
	Special Event On-Sale 3.2 Percent Malt Liquor	\$ 35.00	
	Possession/Consumption (Parks)	\$ 50.00	
	Deposit for Possession/Consumption Special Event (Parks)	\$ 250.00	
	Taproom	\$ 300.00	
<u>Live Adult Entertainment License</u>	Business	\$ 250.00	
	Individual	\$ 250.00	
<u>Massage Enterprise License</u>	Initial License	\$ 125.00	
	Renewal	\$ 125.00	

Business License & Permits

		FEE 2025	FEE 2026
<u>Massage Therapist License</u>	Initial License	\$ 125.00	
	Renewal	\$ 125.00	
<u>Massage Home Occupation</u>	Initial License	\$ 125.00	
	Renewal	\$ 125.00	
<u>Non-alcoholic Club License</u>		\$ 125.00	
	Bond	\$ 3,000.00	
<u>Pawn Broker's License</u>	Initial License Fee	\$ 1,000.00	
	Renewal License Fee	\$ 1,000.00	
	Bond	\$ 5,000.00	
	Yearly Transaction Fee	\$ 250.00	
<u>Pet Shop License</u>		\$ 150.00	
<u>Salvage - Limited License</u>		\$ 300.00	
	Bond	\$ 1,000.00	
<u>Second Hand Dealer's License</u>		\$ 125.00	
	Bond	\$ 500.00	
<u>Short Term Lender</u>	Initial License	\$ 500.00	
	Renewal License	\$ 250.00	
<u>Taxicab/Limousine License</u>	Taxicab/Limousine Driver (No Cap)	\$ 125.00	
	Taxicab/Limousine Service - First Vehicle	\$ 50.00	
	Taxicab/Limousine Service - Add'l Vehicles - Cap (\$200)	\$ 15.00	
<u>Transient Merchant</u>	Daily	\$ 125.00	
	Annual	\$ 250.00	
<u>Transportation Network Companies</u>	Company	\$ 125.00	
<u>Tree Contractor's License</u>		\$ 50.00	
	Bond	\$ 1,000.00	
<u>Used Car Dealer's License</u>		\$ 125.00	

Economic Development

	FEE 2025	FEE 2026
Tax Incentive Application	\$ 525.00	
TIF Application - preliminary review, no attorney/financial review		\$ 525.00
TIF Origination Fee - engage attorney/financial advisor (feasibility), plan/district creation, approvals		\$ 5,000.00

Engineering

	FEE 2025	FEE 2026
<u>Construction Plans:</u>		
PDF Electronic Copy (Pass-through cost to 3rd party vendor)	\$ 15.00	
Virtual/On-line bidding (Pass-through cost to 3rd party vendor)	\$ 30.00	
Paper Plan Sets	At Cost	
<u>Engineering Lawn Grades</u>	\$ 40.00 Per occurrence	\$ 60.00
<u>Permits for Work Within the Right-of-Way:</u>		
<u>Underground Utility Installation / Repairs</u>		
Contractor Bond to Work Within City Right-of-Way	\$25,000 minimum	
Insurance Required to Work Within City Right-of-Way	Same as for City Construction Contract (General Conditions Section 00800)	
Boring/Trenching and Excavations	\$ 285.00 0' - 500'	\$ 295.00
	\$ 620.00 501' - 1500'	\$ 635.00
	\$ 1,400.00 1501 feet to 5,000 feet	\$ 1,410.00
	*Fee includes \$25.00 Storm Water Application Fee	
<u>Temporary Lane Closure Permit (only if a Right-of-Way permit is not required)</u>		
Local or Local Collector Street - partial closure, no detour required	\$ - Per week	
Local or Local Collector Street - full closure, detour required	\$ 20.00 Per week	
Sidewalk or Bike Path - full closure	\$ 20.00 Per week	
Arterial or Collector Street - parking lane or shoulder closure	\$ - Per week	
Arterial or Collector Street - traffic lane closure, no detour required	\$ 20.00 Per week	
Arterial or Collector Street - full closure, detour required	\$ 100.00 Per week	
<u>Overweight / Overdimensional Vehicle Permit</u>	\$ 20.00 Each	
<u>Wireless Telecommunication Facilities Within Right-of-Way</u>		
Permit	\$ 250.00 Each	
Annual Rent	\$ 150.00 Each	
Annual Maintenance	\$ 25.00 Each	
Power less than or equal to 100 watts	\$ 73.00 Per radio node per month	
Power greater than 100 watts	\$ 182.00 Per radio node per month	
<u>Driveway Approach / Curb & Gutter / Sidewalk</u>		
Driveway Approach	\$ 50.00 Each	\$ 60.00
Curb & Gutter or Sidewalk (excluding driveway width)	\$ 50.00 per 50 foot increment	\$ 60.00
Contractor Bond to Work Within City Right-of-Way	\$ 10,000.00	
Insurance Required to Work Within City Right-of-Way	Same as for City Construction Contract (General Conditions Section 00800)	
<u>Stormwater:</u>		
Grading/Erosion Control Permit	\$ 25.00 up to 1 acre	
	\$ 12.50 Per additional acre	
Annual Permit for New Subdivisions	\$ 250.00	
<u>Plan Review Fee for Privately Financed Infrastructure:</u>		
The first \$100,000 of estimated construction cost:	2%	
All cost above the first \$100,000 of est. construction cost:	1%	

Engineering

	FEE 2025	FEE 2026
<u>Maps:</u>		
All maps 11" x 17" or less	\$ -	
All maps plotter size C or larger	\$ 10.00	
Special Mapping requests or custom projects	\$ 40.00 Per hour + media costs	
<u>Special Assessment Fees:</u>		
Administration Fees (Applied to all Assessed Projects)	5% Of Construction and Engineering Cost	
Engineering Fees (Applied to Publicly or Privately Financed Public Infrastructure Projects - Design and Construction Engineering by City)	13% Of Construction Cost	
Engineering Fees (Applied to Public Infrastructure Projects - Design Privately Funded; but either the Construction is publicly funded or construction engineering services are completed by the City)	7% Of Construction Cost	
<u>Special Assessment Rates</u>		
Primary Benefit Rate; Local & Minor Arterial/Collector Streets		
Urban Mill & Overlay	\$ 42.50 Per adjusted front foot	\$ 45.00
Rural Mill & Overlay	\$ 25.00 Per adjusted front foot	\$ 27.50
Rehabilitation (limited curb & gutter repairs)	\$ 90.00 Per adjusted front foot	\$ 93.00
Reconstruction (full curb & gutter replacement)	\$ 140.00 Per adjusted front foot	\$ 145.00
Rural Reconstruction	\$ 65.00 Per adjusted front foot	\$ 68.00
Secondary Benefit Rate; Minor Arterial/Collector Streets		
Mill & Overlay, Rehabilitation, Reconstruction	\$ 600.00 Per equivalent single family lot	\$ 620.00
Sidewalk Panel Repairs (not otherwise included in a street project)	\$ 12.00 Per square foot	
Curb & Gutter Repairs (not otherwise included in a street project)	\$ 38.00 Per lineal foot	

Fire Department

	FEE 2025	FEE 2026
<u>Reports: one copy free to victim</u>		
Fire Incident	\$ 3.00 Per report	
<u>Photocopies</u>		
B&W - less than 100 pages	\$ 0.25 Per copy	
B&W - 2-sided copies	\$ 0.50 Per sheet	
B&W - more than 100 pages	TBD Employee time to retrieve and cost of copies	
8½ x 11 Color	\$ 1.00 Per page	
8½ x 14 Color	\$ 1.25 Per page	
11 x 17 Color	\$ 1.50 Per page	
<u>Photographs</u>	\$ 15.00 Per hour plus actual cost for production of photographs	\$ 30.00
<u>Board of Appeals</u>	\$ 25.00	
<u>Parking in Fire Lane</u>	See the Police Department Fees page for this item.	
<u>Other Inspections</u>	\$ 65.00 Per hour (1/2 hr minimum/30 minute increments) (Re-inspection, additional plan reviews, changes, revisions, etc.)	
<u>Hotel/Motel Inspections</u>	Fee Schedule per MN 299F.46	
<u>Underground Fireline Inspections</u>	\$ 65.00 Per hour (1 hour minimum/30 minute increments)	
<u>Wet/Dry Fire Suppression Systems Inspections</u>	\$ 65.00 Per hour (1 hour minimum/30 minute increments)	
<u>Alternative Fire Suppression Systems Inspections</u>	\$ 65.00 Per hour (1 hour minimum/30 minute increments)	
<u>Fire Prevention Permits</u>		
Ag Chemicals	\$ 50.00	
Auto/Truck Repair	\$ 50.00	
Bulk Plant	\$ 50.00	
Bulk Station	\$ 50.00	
Cutting/Welding/Spray Painting	\$ 50.00	
Dry Cleaners	\$ 50.00	
Engine Repair	\$ 50.00	
Explosives	\$ 50.00	
Fiberglass Manufacturing	\$ 50.00	
Fire Alarm Plan Review/Inspection 2% of value	\$ 100.00 minimum (includes one hour of inspection w/additional hrs charged @ \$65 per hr.)	
Fire Alarm/Monitoring Only (Permit)	No fee	
Fireworks Displays	Variable Subject to actual cost of fire department standby crew	
Fireworks Retail Sale or Storage	\$ 100.00	
Fuel Dispensing Stations	\$ 50.00 \$10 for 1st nozzle plus \$5 per additional nozzle - \$50 minimum	
Grain Handling/Dust	\$ 50.00	
Hardware/Paint/Ammunition	\$ 50.00	
Hazardous Materials	\$ 50.00	

Fire Department

	FEE 2025	FEE 2026
<u>Fire Prevention Permits (cont.)</u>		
Liquefied Petroleum Gas	\$ 50.00	
Paint Dealer	\$ 50.00	
Pest Control	\$ 50.00	
Service Station	\$ 50.00	
Spray Painting/Undercoating	\$ 50.00	
	Valuation of \$1-1,000 is \$50.00/tank	
Tank Installation (above or underground fuel)	Valuation over \$1,000 is an additional \$4.00 per \$1,000	
Tank Removal (above or underground fuel)	\$ 50.00 Per tank	
Temporary Structures	\$ 50.00	
Waste Tire Processing/Storage	\$ 50.00	
Woodworking/Finishing	\$ 50.00	
<u>General</u>		
911 Type Transcripts		\$ 30.00 Per hour (1 hr. minimum)
Audio Recording Transcribed		\$ 30.00 Per hour (1 hr. minimum)
Staff Time - Data Requests (to include BWC/MVR)		\$ 30.00 Per Hour
<u>Fire Services for Private Events</u>		
Fire Standby		Actual Employee Cost w/ Benefits per Hour
Non-Transport Emergency Medical Services		Actual Employee Cost w/ Benefits per Hour
All Other		Actual Employee Cost w/ Benefits per Hour

Forestry

	FEE 2025			FEE 2026	
<u>Monthly Fees</u>					
Residential	\$	5.58 Per month	\$	6.03	
Rental Units	\$	5.58 Per month	\$	6.03	

Dump Fees at Tree Disposal Site (including stump grindings)

	Moorhead	Minnesota	Outside Minnesota		Moorhead	Minnesota	Outside Minnesota
Pickup/without side boards	\$ 25.00	\$ 50.00	\$ 75.00	\$	30.00	\$ 60.00	\$ 90.00
Pickup/with side boards	\$ 30.00	\$ 60.00	\$ 90.00	\$	35.00	\$ 70.00	\$ 105.00
One-ton trucks or single axle trailers	\$ 50.00	\$ 100.00	\$ 150.00	\$	60.00	\$ 120.00	\$ 180.00
Two-ton trucks or double axle trailers	\$ 70.00	\$ 140.00	\$ 210.00	\$	80.00	\$ 160.00	\$ 240.00
Tandem axle trucks	\$ 140.00	\$ 280.00	\$ 420.00	\$	160.00	\$ 320.00	\$ 480.00
Trucks larger than tandem axle	\$ 200.00	\$ 400.00	\$ 600.00	\$	220.00	\$ 440.00	\$ 660.00
Late Fee	5% of unpaid balance/month						

City of Moorhead residents/homeowners may bring material that can be chipped to the disposal site at NO CHARGE.

Elm or Ash material from within City Limits can be dumped at no charge. Mixed loads (containing Elm) will be charged at full rates.

Elm or Ash material originating from outside the City will be charged full rates.

Loads dumped with load tickets that included fraudulent location verification information will be subject to a \$100 penalty and additional criminal charges may be filed.

Branch Pickup Fees

Branch pickups - 8" in diameter or less	No Charge
Elm/Tree Boulevard Material	No Charge

Mass Transit

		FEE 2025	FEE 2026
<u>Fixed Route</u>			
Cash Fares	Adult	\$ 1.50	\$ 2.00
	Elderly & Disabled	\$ 0.75	\$ 1.00
	Youth (K-12th grade)	\$ 0.75	\$ 1.00
	Child (age birth to 6)	Free	
	Disabled Veterans	Free	
Other Passes	1-Day Pass - All Customers	\$ 5.00 Cash On-Board Bus Only	
	7-Day Pass	\$ -	\$ 10.00
	120-Day College Semester Pass	\$60.00 (Excludes students in U-Pass Program)	
	31-Day Business Pass	\$27.00 (Must be employer purchased in bulk)	
MATBUS CONNECT: Mobile Ticket & Smart Card		Load funds and manage online by customer	
Pay as You Go - Adult	1 Ride (Valid for 90 minutes)	\$1.50	\$ 2.00
	1 Day Best Fare - Free Rides After Spend \$3	\$3.00	\$ 4.00
	31 Days Best Fare - Free Rides After Spend \$42	\$42.00	
Pay as You Go - Elderly, Disabled & Youth	1 Ride (Valid for 90 minutes)	\$0.75	\$ 1.00
	1 Day Best Fare - Free Rides After Spend \$3	\$3.00	\$ 4.00
	31 Days Best Fare - Free Rides After Spend \$27	\$27.00	
	90 Days (Youth Only) Best Fare - Free Rides After Spend \$27	\$27.00	
Smart Card (without funds loaded)	Initial card free	Replacement \$10.00	
Transfers Between Moorhead Buses		Free	
Transfers Between Moorhead and Fargo Buses		Free	
PCA for Fixed Route			Free
<u>Metro Senior Ride</u>			
Cash Fares	Senior Citizens age 60 & older	\$ 3.00	
	One Guest to Senior Citizen	\$ 3.00	
	General public	\$ 23.00	
	Preschool child (under age 7)	Free w/adult	
	Transfers to Metro Area Transit	Free	
Prepaid Punch Cards	Senior Citizen (60+) 20 ride card	\$ 60.00	
	Senior Citizen (60+) 10 ride card	\$ 30.00	
<u>MAT Paratransit</u>			
Cash or Credit Card		\$ 3.00	\$ 4.00
Digital Tokens in VIA		\$ -	\$ 4.00
Prepaid Coupons (10 or more)		\$ 3.00	\$ 4.00
Passenger Assistants (1 per disabled person)		Free	
Guest (1 per disabled person)		\$3.00	\$ 4.00
Agency Rate for Non-Emergency Medical Trip Eligible for Medicaid		\$ 38.00	
Sunday Only General Public Fare (Passenger Not ADA Paratransit eligible)		\$ 25.00	

NOTES:

The structure of the Mass Transit system was modified in 2025, with the City of Fargo now serving as the lead agency. As a result, the City of Moorhead is no longer collecting transit fees directly. The City of Moorhead is adopting the fees by reference as set by the Fargo City Commission. Additionally, as set by ordinance, the transit fees will incorporate by reference any mid-year transit rate changes approved by the Fargo City Commission automatically without further action by the Moorhead City Council.

Moorhead Public Service

	FEE 2025	FEE 2026
<u>Fire Hydrant (Penalties for unauthorized use)</u>		
1 st Violation for use without permit, not reporting weekly usage, or moving a hydrant meter	\$ 200.00	
2 nd Violation for use without permit or moving hydrant meter	\$ 500.00	
Repeated Violations	\$ 1,000.00	

Municipal Airport

	FEE 2025	FEE 2026
<u>Hangar Lease Rates (per month)</u>		
Hangar 1 - north	\$ 145.00	
Hangar 1 - south	\$ 160.00	
Hangar 2 - north	\$ 155.00	
Hangar 2 - south	\$ 170.00	
Hangar 3 - north	\$ 155.00	
Hangar 3 - south	\$ 170.00	
Hangar 4	\$ 225.00	
Hangar 4 with Storage	\$ 265.00	
Storage Space	\$ 78.00	
Apron Parking - if aircraft is not licensed and airworthy	\$ 15.00 Per day	
Apron Parking - if aircraft is not moved for snow removal after 24 hour notice	\$ 15.00 Per day	
Apron Parking - if parked more than 7 days without flight	\$ 15.00 Per day starting on day 8	

Neighborhood Services

		FEE 2025	FEE 2026
<u>Rental Registration Annual Fees</u>			
Owner Occupied plus 1 Interior Unit	Base Building Fee	\$ 85.00	
	Incentive Reduction	\$ -	
1 Unit	Base Building Fee	\$ 150.00	
	Incentive Reduction	\$ (50.00)	
2 - 4 Units	Base Building Fee	\$ 190.00	
	Incentive Reduction	\$ (50.00)	
5 - 10 Units	Base Building Fee	\$ 230.00	
	Incentive Reduction	\$ (50.00)	
11-15 Units	Base Building Fee	\$ 275.00	
	Incentive Reduction	\$ (50.00)	
16-30 Units	Base Building Fee	\$ 285.00	
	Incentive Reduction	\$ (50.00)	
31-45 Units	Base Building Fee	\$ 350.00	
	Incentive Reduction	\$ (50.00)	
46-59 Units	Base Building Fee	\$ 400.00	
	Incentive Reduction	\$ (50.00)	
Over 60 Units	Base Building Fee	\$ 500.00	
	Incentive Reduction	\$ (50.00)	
 <i>\$50 building fee reduction applicable to well-managed properties qualifying for self-inspection. Maximum 2 building fees per multifamily campus (co-located, same ownership, common appointment)</i>			
<u>Transfer of Ownership - must be reported but no fee will be charged</u>		N/C	
<u>Rental Registration Inspection Fees</u>	Initial Inspection	\$ -	
	Re-inspection	\$100 for first hour	Per Building
		\$100/hr thereafter	Per Building
 <i>Administrative Penalties apply to property maintenance violations after the first re-inspection.</i>			
	Pre-purchase Inspection	\$ 100.00	
	Missed inspection/"no-show" fee	\$ 25.00	Per Building
	Second and subsequent missed inspection at same property	\$ 50.00	Per Building
	Cancellation/Reschedule fee	\$ 25.00	Per Building
<u>Late Registration Fees</u>	up to 30 days late (max \$50/building)	\$ 50.00	Per Building
	30 - 60 days late (max \$100/building)	\$ 100.00	Per Building
 <i>Administrative Penalties apply to unregistered rental units more than 60 days past due.</i>			
Vacant building registration		\$ 400.00	

Neighborhood Services

FEE 2025

FEE 2026

Property Maintenance

The Moorhead City Council has adopted the following penalty structure for violations of the City Code set forth in Titles 3, 9, and 10

Violations	Hazardous Property Condition	\$	200.00
	Substandard Property Condition	\$	100.00
	Unregistered Rental Dwelling Units	\$	100.00
	Nuisances	\$	100.00
	Zoning Violations	\$	100.00
	Other Violations of City Code Titles 3, 9, or 10	\$	100.00
	Violations of Title 3, 9, or 10 affecting 5 – 20 parcels owned by the same property owner	\$	400.00
	Violations of Title 3, 9, or 10 affecting more than 20 parcels owned by the same property owner	\$	750.00
	Appeal - Filing Fee	\$	50.00

Fee noted is per violation. Continuing or repeat violations
subject to daily penalties. Maximum penalty per violation is
\$2,000.

Parks & Rec-Programs

		FEE 2025		FEE 2026
ADULT PROGRAMS				
<u>Ice Show Tickets</u>	Ages 3-11	\$	6.00 Per Person	
	Ages 12+	\$	9.00 Per Person	
<u>Open Gym (Ellen Hopkins & Good She</u>	Youth		No Fee	
	Adults	\$	5.00	
<u>Pickleball</u>	Pickleball Program	\$	5.00 Per Person/Per Time	
	Pickleball Punchcard	\$	40.00	
	Pickleball Program Daytime Seniors	\$	5.00	
	Pickleball Adult Clinic			\$ 40.00
	Pickleball Camp (Youth)			\$ 35.00
<u>Swimming Certification</u>	Lifeguard Certification	\$	130.00 (free for those who work for Mhd)	\$ 150.00
	Lifeguard Review Course		\$80 (free to current employees)	\$ 90.00
	Swim Instructor Course (Mhd kids)		No Fee	
<u>Water Exercise</u>	6 - 12 sessions		\$30.00/65.00	\$45.00/65.00
YOUTH PROGRAMS				
<u>Adaptive</u>	Adaptive Day Camp - 8 weeks	\$	65.00	
	Adaptive Soccer	\$	50.00	
	Adaptive Swimming Lessons	\$	50.00	\$ 60.00
	Challengers Adaptive Baseball	\$	50.00	
<u>Baseball/Softball:</u>	T-Ball, Rookie, Pop-Up		\$60/\$85 Late Registration Fee 50% of Fee	
	Big Bopper	\$	50.00	
<u>Basketball</u>	Youth Basketball		\$60/\$80 Late Registration Fee 50% of Fee	
	Mini Basketball		\$60/\$80	
<u>Football</u>	Youth Flag Football		\$60/\$85 \$5.00/\$7.50 Late Registration Fee 50% of Fee	
<u>Golf</u>	Junior Golf Lessons	\$	57.00	\$ 60.00
	Lil Linkers	\$	38.00	\$ 40.00

Parks & Rec-Programs

		FEE 2025	FEE 2026
<u>Neighborhood Park Programs</u>	Summer Park Program (at NRC's)	\$ 60.00 (2) 4 week sessions (1:30-5:00 pm)	\$ 65.00
	Tiny Treasures	\$20.00/\$30.00	
	Art Camps	\$36.00/\$40.00	\$36.00/\$40.00/\$55.00
	Various Art Classes	\$10.00-\$15.00	\$10.00/\$12.00/\$18.00
	After School Adventures (Romkey Park)	No Fee CDBG Funded	
<u>Red Cross Babysitting Course</u>		\$ 75.00	\$ 80.00
<u>Skating Lessons</u>			
Skate with Us	Tots 3+	\$ 43.00	\$ 45.00
	Levels 1 – 6	\$ 47.00	\$ 50.00
	Hockey Skills, Novice	\$ 55.00	\$ 60.00
	Adults	\$ 60.00	
	Novice Patch	\$ 52.00	\$ 60.00
Advanced Skaters Ice Time	Season Fee Packages	\$125.00/\$395.00	
<u>Sports Sampler</u>	Ages 3-6	\$ 45.00	
	Family Sports Day	\$ 5.00 Per kid / per day	
<u>Swimming Lessons</u>			
Learn to Swim	Preschool	\$ 50.00	
	Level 1-6	\$ 50.00	
	Parent/Child	\$ 35.00	
	Private Swim Lessons	\$ 55.00 Four 30-min sessions	\$ 60.00
<u>Tae Kwon Do</u>	Advanced/Beginner/Black Belt-Adult	\$ 80.00	
<u>Tennis Lessons</u>	Beginners	\$ 45.00	
	Junior Varsity	\$ 55.00	
	Varsity	\$ 55.00	
	Pee Wee	\$ 40.00	\$ 45.00
<u>Volleyball</u>	Youth Coed Volleyball	\$ 60.00	
<u>Winter Outdoor Rinks at NRC's</u>		No Fee	
<u>Canoe/Kayak</u>	Rentals	\$ 10.00 Per Vessel, Per Hour	
	Excursions (Single)	\$ 15.00 Per Person	
	Excursions	\$ 10.00 Providng own Vessel	
<u>Cross Country Ski</u>	Family Ski Rental	\$ 40.00	
	Ski Package	\$ 15.00	
	Snowshoe Rental	\$ 10.00	
	Snowshoe Family Rate	\$ 25.00	
	Headlamp rental *new*	\$ 5.00	
<u>Advertising</u>		Brochure Digital Only	
Parks & Rec Program Brochure	Back Page Ad	\$ 500.00	
	Full Page Ad	\$ 400.00	
	1/4 Page Ad	\$ 200.00	
	1/2 Page Ad	\$ 300.00	
Fees	Celtic Fest - Event Booth	\$ 85.00 Per Booth - reduce, smaller	
	Farmers Market Vendor	\$ 85.00 Per Season	
	Event Vendor Fee	\$ 25.00 Per Booth	

Parks & Rec-Programs

	FEE 2025	FEE 2026
Sleigh Rides	\$ 5.00 Per Person	\$5.00/ride
Doggy Dip	\$ 5.00	\$5.00/dog

Parks & Rec-Facilities & Equip

		FEE 2025	FEE 2026
<u>Centennial Softball/Baseball Complex</u>			
Additional Drag		\$ 25.00 Per Drag	
Additional Staff		\$ 25.00 Per Hour	
Lacrosse		\$ 2,825.00	\$ 3,000.00
Light Usage		\$ 25.00 Per Hour/Per Wheel	\$ 30.00
Moorhead Crush - fastpitch field per day		\$ 45.00	
Moorhead Crush - fastpitch per team		\$ 185.00	
Moorhead Crush - fastpitch field per day	Tournament	\$ 60.00	
Moorhead Softball Assoc/Adult Team/Adult Church	Association Season Fee	\$ 310.00 Per Team	
	Field Rental Tournament	\$ 60.00 Per Field/Per Day	
Moorhead Youth Baseball		\$ 185.00 Per Team	
	4 Fields (Tournament)	\$ 160.00 Per Day	
		No fee if they do fields	
	8 Fields (Tournament)	\$ 300.00 Per Day	
		No fee if they do fields	
	Fall League	\$ 90.00 Per Team	\$ 100.00
Non-Association Youth	1 Field	\$ 60.00 Per Game	
	4 Fields (Tournament)	\$ 300.00 Per Day	
	8 Fields (Tournament)	\$ 500.00 Per Day	
Non-Association Baseball Field Rental (NRC)		\$40 Per Day	\$ 60.00
Advetising Revenue MYB fee to field use		City 15%	
Concession Building Lease-Annuual		\$500	
End of Year Concession Clean Up (resp of groups)		\$100	
Damage to Turf During Event from Vehicles		\$100	
Repair to Turf		\$40 Per Hour	
Clean Restrooms (resp of groups)		\$40	
<u>Hjemkomst Center</u>			
Room Rentals	Oak (Mon - Thurs)	\$145 - \$240	\$200-\$300
	Auditorium & Oak (Mon-Thurs)	\$260 - \$520	\$300-\$1250
	Auditorium & Oak (Fri - Sat - Sun)	\$600-\$1000	combined with above
	Ship Gallery (Mon-Thurs)	\$250	\$ 350.00
	Ship Gallery (Fri - Sunday)	\$275	combined with above
	Auditorium, Oak & Pine (Fri)	\$735 - \$1150	\$735-\$1500
	Auditorium, Oak & Pine (Sat)	\$735 - \$1225	combined with above
	Stave Church	\$ 300.00	\$ 350.00
	Festival Rate (Scandinavian Fest contract, per day)	\$ 2,225.00	\$ 2,350.00
	Room Deposit (Mon-Thurs)	\$100.00 Per Room	
	Room Deposit (Fri-Sat)	\$ 500.00	
	Stave Church Deposit	\$ 300.00	\$ 350.00
	Festival Deposit	\$ 1,000.00	\$ 1,500.00
	Additional Set-Up	\$ 50.00	
	Multi-Media Projector	\$30.00-\$45.00	included w/rental
	Tenant Rate	50%	
	Security	\$ 100.00 4 Hours	\$ 200.00
	Stage	\$75.00-\$125.00	\$150-\$250
	Coffee	\$25.00-\$75.00	\$30-\$80
	Damage/Excessive Clean Up	\$ 100.00 Minimum	\$ 250.00
	Dishwasher Use	\$ 50.00	
<u>ISD #152 Baseball/Softball Fields</u>	Set-up Fee (Drag/Paint)	\$ 50.00 Per Game/Per Field	
	use free		

Parks & Rec-Facilities & Equip

		FEE 2025	FEE 2026
<u>Matson Field Reservation</u>	American Legion	\$ 62.00 Per Game	\$ 65.00
	Amateur Baseball (Non Assoc)	\$ 100.00 Per Game	\$ 110.00
	Youth	\$ 55.00 Per Game	\$ 60.00
	Double Header	\$ 100.00 Per Use	\$ 110.00
	Tournament - 3 or more	\$ 130.00 3 or More	\$ 150.00
	Concession Building Rental	\$ 500.00 Per Concession Stand	
	Light Usage	\$ 25.00 Per Hour	\$ 30.00
	Additional Drag	\$ 25.00 Per Drag	\$ 25.00
	Additional Staff	\$ 25.00 Per Hour	

Parks & Rec-Facilities & Equip

		FEE 2025		FEE 2026	
<u>Municipal Pool</u>					
Daily Admission	Youth/Adult	\$	3.00	\$	5.00
	Lap Swim	\$	3.00	\$	4.00
	Individual Season Pass (Youth/Adult)	\$	50.00	\$	80.00
	Family Season Pass	\$	120.00	\$	180.00
Marlins Pool Rental	Rental (5 days a week)	\$	1,542.00	pool closed in 2025	
Municipal Pool Rental		\$	70.00		
Wading Pools	Daily Admission		No Fee		
	Rental	\$	40.00 Per Hour	\$	50.00
<u>Neighborhood Recreation Center Rental</u>		\$	50.00 Per Hour (Max \$200 /Day)		
<u>Park Shelter Reservation</u>					
	MB and Gooseberry Park Large Shelter	\$	250.00 4 hours		
		\$	400.00 8 hours		
		\$	550.00 11 hours		
	Gooseberry Park Small Shelter 4 hours	\$	200.00 Per Day		
	Gooseberry Park Small shelter 8 - 11 hours		\$25 per hr after 4 hours		
	M.B. Johnson Small Park Shelter 4 hours	\$	250.00 Per Day		
	M.B. Johnson Small Park Shelter 8 - 11 hrs		\$25 per hr after 4 hours		
	Early Open Fee 7 a.m.	\$	25.00 Per Hour		
<u>Southside Regional Fields</u>					
	Youth Soccer Association Season (restructure per field)	\$	10.00 Per Field/Per Hour		
	Youth Soccer Tournaments	\$	40.00 Per Field/Per Day	\$	45.00
	Adult Master Soccer	\$	25.00 Per Player		
	Fusion - Non Association Multiple	\$	25.00 Per Field/Per Hour		
	Association Baseball: Single Use	\$	45.00 Per Field/Per Hour		
	Association Baseball/Softball: 4 fields	\$	160.00 Per Day		
	Non Association Baseball: Single	\$	60.00 Per Field/Per Day		
	Non Association Basbeball: Tournament 4	\$	225.00 Per Day		
	Additional Drag	\$	25.00 Per Drag		
	Additional Staff	\$	25.00 Per Hour		
	Turf Damage	\$	100.00		
	Turf Repair	\$	40.00 Per Hour		
	FM Athletics Youth Football	\$	2,910.00 Per Year		
<u>Advertising</u>					
Miracle Field	Fence Line Advertising	\$	350.00		
Moorhead Golf	Scorecards	\$	575.00 Per Ad		
	Tee Markers	\$	400.00		
<u>Late Penalties</u>					
Contract	10 Days Overdue		5%		
	30 Days Overdue		10%		
	Interest Per Annum		7%		

Parks & Rec-Golf

				FEE 2025	FEE 2026
<u>Green Fees</u>					
Weekday - 9 Holes	Junior/Senior	\$	17.00	Restricted before 1:00 pm	
	Adult	\$	25.00		
Weekday - 18 Holes	Junior/Senior	\$	26.00	Restricted before 1:00 pm	\$ 27.00
	Adult	\$	38.00		\$ 40.00
Weekend - 9 Holes	Junior/Senior	\$	17.00	Restricted after 4:00 pm	
	Adult	\$	25.00		
Weekend - 18 Holes	Junior/Senior	\$	26.00	Restricted after 4:00 pm	\$ 27.00
	Adult	\$	38.00		\$ 40.00
6-Hole (Meadows only)		\$	17.00		\$ 18.00
Twilight (4:30pm-close Friday/Saturday/Sunday Only)		\$	25.00		
<i>18 Hole play required Friday 12:00 p.m. - 3:00 p.m., Saturday and Sunday 9:00 a.m. - 3:00 p.m.</i>					
<u>Frequent Players Card</u>		\$	40.00		\$ 45.00
\$3 off 9-hole rounds; \$5 off 18 hole rounds					
<i>Good at both courses and allows for three-day advanced tee time reservation.</i>					
<u>Season Passes</u>					
Junior (Under 18 years of age)	Both Courses	\$	300.00		\$ 325.00
Restricted Pass	Single Course	\$	550.00		\$ 600.00
	Both Courses	\$	650.00		\$ 700.00
<i>Restricted Passholders must tee off before 1:00 p.m. weekdays and after 4:00 p.m. weekends.</i>					
Restricted College Pass	Single Course	\$	550.00		\$ 600.00
	Both Courses	\$	650.00		\$ 700.00
<i>Restricted College Passholders must tee off before 3:00 p.m. weekdays and after 2:00 p.m. weekends.</i>					
Non-restricted Pass	Single Course	\$	750.00		\$ 800.00
	Both Courses	\$	850.00		\$ 900.00
Household	Single Course	\$	1,225.00		\$ 1,300.00
	Both Courses	\$	1,325.00		\$ 1,400.00
Gold Pass		\$	1,700.00		\$ 1,800.00
<u>Rentals:</u>					
Village Green/Meadows	9 Holes	\$	12.00	Per Person	\$ 13.00
	18 Holes	\$	19.00	Per Person	\$ 20.00
	6 Holes	\$	8.00	Per Person	\$ 10.00
Pull Cart Fee (per cart)		\$	5.00		
Golf Club Rental		\$	10.00		

Parks & Rec-Golf

		FEE 2025	FEE 2026
<u>Private Cart Use</u>	Annual	\$ 425.00	\$ 450.00
<u>Driving Range</u>	Jr. Basket	\$ 4.00	
	Basket	\$ 8.00	
	Punch Card (30 punches)	\$ 160.00	
Course Improvements Surcharge	9-Holes	\$ 0.75	
(included in cost of green fee or pass)	18-Holes	\$ 1.00	
	Per Pass	\$ 30.00	
Morning Special		\$ 36.00	\$ 37.00
MGA Handicap		\$ 40.00	\$ 45.00
GHIN Handicap		\$ 40.00	\$ 45.00

Pest Control

	FEE 2025	FEE 2026
<u>Pest Control</u>		
Animal Control	\$ 0.50	
Right of Way Maintenance	\$ 1.70	
Mosquito Control	\$ 1.06	
Pest Control Total	<u>\$ 3.26</u> Per month	<u></u>

Planning & Zoning

	FEE 2025	FEE 2026
<u>General</u>		
Annexation Request	\$ 500.00	
Comprehensive Plan Map Amendment	\$ 250.00	
Combined Comprehensive Plan Map Amendment/Rezoning Request	400.00	
Conditional Use Permit / Variance / Appeal	\$ 200.00	Each
Combined Conditional Use Permit / Variance	\$ 300.00	
Provisional Use Appeal	\$ 175.00	
Zoning Amendment (text or map)	\$ 250.00	
Planned Unit Development (PUD)	\$ 300.00	
Planned Unit Development (PUD) Amendment	\$ 300.00	
House Moving Request (within City limits)	150.00	
<u>Signs</u>		
Portable & High Impact Signs		
Sign Placement Fee	\$ 15.00	
Permanent Signs	\$ 25.00	
<u>Subdivisions</u>		
Plats / Replats (Subdivision of Land)	\$ 500.00	
Minor Subdivision	\$ 250.00	
<u>Administrative Subdivisions</u>		
Boundary Line Adjustment	\$ 100.00	\$100.00. Multiple adjustments which are adjacent and on the same survey are no additional cost
Single Parcel Split (Twinhome)	\$ 100.00	\$100.00. Multiple splits which are adjacent and on the same survey are no additional cost
<u>Vacations</u>		
Vacation (right-of-way, easements)	\$ 350.00	Per application

Police Department

		FEE 2025		FEE 2026
<u>Animal Control</u>				
Licenses				
	Dogs and Cats	\$	5.00	
	Dogs and Cats spayed and Neutered	\$	5.00	
Room/Board	Dogs	\$	31.00 Per Day	\$ 33.00
	Cats	\$	24.00 Per Day	\$ 26.00
Impound	Spayed / neutered	\$	40.00	
	Non-spayed/neutered	\$	40.00	
No License Penalty Fee		\$	50.00	
Potentially Dangerous Dog		\$	200.00	
Dangerous Dog Registration		\$	500.00	
Chicken Annual Permit Fee		\$	10.00	
<u>General</u>				
Incident Reports	One copy free to victim of report	\$	0.25 Per page black & white copies	
Handling Fee		\$	2.00	
Record Checks	Fee for staff locating records per citizen request	\$	10.00	
USB		\$	5.00	
Digital Photos		\$	5.00 plus \$.50 per page	
911 Type Transcripts		\$	30.00 Per hour (1 hr. minimum)	
Audio Recording Transcribed		\$	30.00 Per hour (1 hr. minimum)	
Staff Time - Data Requests (to include BWC/MVR)		\$	30.00 Per Hour	
Server Training		\$	15.00	
Unfounded Alarm More than 3 within Calendar Year		\$	150.00 Per Alarm Call after 3	
ATV Permits/3 Year		\$	30.00	
<u>Impound Fees</u>		\$	120.00 \$25.00/Day Storage Charge	\$145.00, \$25.00 per day
Possible additional charges by the towing firm for extra work performed to complete the impound, e.g. dollying, winching, etc.				
<u>Parking</u>				
Parking Violations		\$	25.00	
Late Penalty	7-14 days	\$	10.00	
	14-30 days	\$	10.00	
	over 30 days	\$	10.00	
Fire Lane Parking Violation		\$	40.00	
Late Penalty	7-14 days	\$	10.00	
	14-30 days	\$	10.00	
	over 30 days	\$	10.00	
Handicap Parking Violation		\$	200.00	
Late Penalty	7-14 days	\$	25.00	
	14-30 days	\$	25.00	
	over 30 days	\$	25.00	
Residential Parking Permit Replacement Fee		\$	25.00	

Sanitation

FEE 2025

FEE 2026

Commerical Garabage Service

Cubic Yards	Collection Frequency					
	once per week	2x week	3x week	4x week	5x week	6x week
1	\$46.83	\$82.22	\$117.60	\$152.96	\$188.36	\$223.74
2	\$58.94	\$104.72	\$150.50	\$196.28	\$242.06	\$287.85
3	\$74.18	\$130.37	\$186.57	\$242.76	\$298.94	\$355.11
4	\$88.63	\$155.22	\$221.80	\$288.39	\$354.97	\$421.48
6	\$116.42	\$203.80	\$291.20	\$378.59	\$465.97	\$552.72
8	\$145.30	\$253.49	\$361.69	\$469.88	\$578.08	\$686.26

Cubic Yards	Collection Frequency					
	once per week	2x week	3x week	4x week	5x week	6x week
1	\$50.58	\$88.80	\$127.01	\$165.20	\$203.43	\$241.64
2	\$63.66	\$113.10	\$162.54	\$211.98	\$261.42	\$310.88
3	\$80.11	\$140.80	\$201.50	\$262.18	\$322.86	\$383.52
4	\$95.72	\$167.64	\$239.54	\$311.46	\$383.37	\$455.20
6	\$125.73	\$220.10	\$314.50	\$408.88	\$503.25	\$596.94
8	\$156.92	\$273.77	\$390.63	\$507.47	\$624.33	\$741.16

*All prices include a 17% MN Solid Waste Management Tax

*For multiple containers, find the single container rate using the table above and multiply by the # of containers

Extra Container Dumps

2 Yard	\$ 22.00
3 Yard	\$ 33.00
4 Yard	\$ 44.00
6 Yard	\$ 66.00

Miscellaneous Commercial Charges

Small business (96 Gallon Cart)	\$ 25.00
Container drop off (1YD - 8 YD)	\$ 35.00
Container exchange (1YD - 8 YD)	\$ 35.00
Container cleaning	\$ 35.00
Dumpster return trip fee	\$ 25.00
Dumpster moving fee (per tip to allow dumping)	\$ 15.00

\$	30.00
\$	30.00

Sanitation

		FEE 2025		FEE 2026
<u>Roll-off Containers (trash only)</u>				
Container Rental (per week after 2 weeks)		\$ 50.00		
+ Trip Fee	Per trip	\$ 210.00	\$	225.00
+ Disposal Fee (minimum fee) Up to 4 tons		\$ 224.00		
Up to 6 tons		\$ 336.00		
Up to 8 tons		\$ 448.00		
Additional per ton		\$ 56.00		
+ Overhead Fee		10%		
+ Solid Waste Management Tax (of cont rent, trip & disp)		17%		
<u>Roll-off Containers (trash / building materials mixed)</u>				
Container Rental (per week after 2 weeks)		\$ 50.00		
+ Trip Fee	Per trip	\$ 210.00	\$	225.00
+ Disposal Fee (minimum fee) Up to 4 tons		\$ 500.00		
Up to 6 tons		\$ 750.00		
Up to 8 tons		\$ 1,000.00		
Additional per ton		\$ 59.00		
+ Overhead Fee		10%		
+ Solid Waste Management Tax (of cont rent, trip & disp)		17%		
<u>Compactor Containers (stationary)</u>				
+ Container Rent	Per c.y.	\$ 2.50		
+ Trip Fee	Per trip	\$ 210.00	\$	225.00
+ Disposal Fee	Per c.y.	\$ 12.00		
+ Overhead Fee		10%		
+ Solid Waste Management Tax (of cont rent, trip & disp)		17%		
<u>Demolition Materials Roll-off (no trash)</u>				
Trip Fee		\$ 210.00	\$	225.00
Disposal Costs (per yard)		\$ 16.00	\$	17.00
Overhead fee		10%		
Solid waste management fee (non-compacted c.y.)		\$ 0.60		
Container Rental (per week after 2 weeks)		\$ 50.00		

Sanitation

			FEE 2025		FEE 2026
<u>Residential Garbage Service - Monthly Rates</u>					
<i>(Solid Waste Tax of 9.75% will be added to the rates below)</i>					
	48 Gallon Tote		\$ 11.29	\$	12.19
	64 Gallon Tote		\$ 14.04	\$	15.16
	96 Gallon Tote		\$ 19.84	\$	21.43
	Apartments		\$ 11.29	\$	12.19
*For multiple totes, add monthly charges for each to determine total monthly charge					
	Recycling (Non-Taxable Fee)		\$ 5.03	\$	5.43
	Recycling Multi-Family Residential (Non-Taxable Fee)		\$ 5.03	\$	5.43
Prepaid Yellow Bags	Per approx. 10 bags		\$ 30.00		
Extra Garbage not in Prepaid Yellow Bags	minimum		\$ 20.00		
Extra Garbage in Tote Above Rim of Container	minimum		\$ 20.00		
Return To Pick Tote Not at Curb			\$ 20.00	\$	25.00
Tote Clean-up			\$ 25.00	\$	35.00
Tote Exchanges (Home Owner Picked Up at Sanitation)			\$ 15.00		
Tote Exchanges (Sanitation Delivers to Curb)			\$ 25.00		
<u>Compost Site Charges</u>					
	Compost (Free to Clay County Residents, 2 Yard Maximum)	Per yard	\$ 10.00		
	Black Dirt (as Available)	Per yard	\$ 10.00		
	Ground Wood Chips	Per yard	Free		
	Street Sweepings (unscreened)	Per yard	\$ 1.00		
	Street Sweepings (screened)	Per yard	\$ 3.00		
	Yard waste brought from Clay County Cities	Per yard	\$ 6.50	\$	7.00
<u>Miscellaneous Charges</u>					
	Curbside Pick Up of Extra Items	Plus disposal cost	\$ 25.00	\$	30.00
	Mattresses/Box Springs		\$ 16.00		
	Furniture, per piece		\$ 16.00		
	Appliances		\$ 30.00		
	Appliances with Freon		\$ 40.00		
Non-residents	Double above rates				

Wastewater-Stormwater

		FEE 2025	FEE 2026
<u>Wastewater Disposal</u>			
Residential Customer Charge	\$	23.54 Per month	\$ 25.54
Residential Flow Charge	\$	2.96 Per CCF	\$ 3.21
	\$	3.96 Per 1,000 gal	\$ 4.30
<i>Volume charges are based on actual monthly water use. Volume charges are based on the lesser of actual monthly water use or a maximum of 1.5 times the average water use of November, December, January, February, March, and April, excluding months with no usage. Monthly water use is assumed to be 600 CF for new customers with no water use for some or all winter months, and customers without water service.</i>			
Multiple Family Tenant	\$	23.54 Per month	\$ 25.54
Multiple Family Dwelling	\$	2.96 Per CCF	\$ 3.21
	\$	3.96 Per 1,000 gal	\$ 4.30
<i>Volume charges are based on actual monthly water use. Wastewater charges are not applied to (or credits may be issued for) separately metered, non-sewered water use.</i>			
Commercial Customer Charge	\$	23.54 Per month	\$ 25.54
Commercial Flow Charge	\$	2.96 Per CCF	\$ 3.21
	\$	3.96 Per 1,000 gal	\$ 4.30
<i>Volume charges are based on actual monthly water use. Wastewater charges are not applied to (or credits may be issued for) separately metered, non-sewered water use.</i>			
Industrial	Customer Charge	\$ 23.54 Per month	\$ 25.54
	Flow Charge	\$ 3,859.46 Per MG	\$ 4,187.51
	BOD Surcharge ¹	\$ 861.58 Per 1,000 lbs	\$ 934.81
	BOD Surcharge ²	\$ 688.05 Per 1,000 lbs	\$ 746.53
	TSS Surcharge	\$ - Per 1,000 lbs	
¹ BOD and TSS surcharges apply to loadings at concentrations of 300 - 1,000 mg/L.			
² BOD surcharge applies to loadings at concentrations greater than 1,000 mg/L.			
<u>Sanitary Sewer Connection Charges</u>			
Based on water meter size. Fee applies to a new connection, or existing connection if the water meter size is increased.			
5/8 and 3/4 inch water meter	\$	491.73	\$ 506.48
1 inch water meter	\$	688.42	\$ 709.07
1-1/2 inch water meter	\$	885.11	\$ 911.66
2 inch water meter	\$	1,426.00	\$ 1,468.78
3 inch water meter	\$	5,409.00	\$ 5,571.27
4 inch water meter	\$	6,884.18	\$ 7,090.71
6 inch water meter	\$	10,326.28	\$ 10,636.07
8 inch water meter	\$	14,260.09	\$ 14,687.89
<u>Sump Pump Program Waivers</u>			
	Seasonal Waiver	\$ 30.00 Per year	
	Non-seasonal Waiver	No Charge	
<u>Storm Water Utility</u>			
Residential	\$	10.41 Per month	\$ 10.51
Multiple Family Tenant	\$	10.21 Per month	
Commercial/Industrial	\$	10.41 Per base unit	\$ 10.51
Commercial/Industrial Min		2 Base unit	
Commercial/Industrial Max		25 Base units	27
Commercial/Industrial Min	\$	20.82 Per month	\$ 21.02
Commercial/Industrial Max	\$	260.25 Per month	\$ 283.77

Wastewater-Stormwater

FEE 2025

FEE 2026

A base unit is the average impervious surface area associated with a single family residential property.

<u>Hauled Wastewater/Septage Disposal Service Charge</u>	\$	75.00	Per 1,000 gallons
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Wastewater-Stormwater

FEE 2025

FEE 2026

Equipment Rates (one hour minimum)

Combination Jet/Vac Truck & Operators	Landfill tip fee billed separately	\$ 350.00	Per hour
Pressure Jet Machine w/Service Truck & Operators		\$ 140.00	Per hour
Semi-Tractor w/Tanker & Operator		\$ 170.00	Per hour
Sludge Applicator & Operator		\$ 210.00	Per hour
14" Crisafulli Pump w/Tractor		\$ 200.00	Per hour
6-inch Pump		\$ 200.00	Per hour
4-inch Pump		\$ 125.00	Per hour
3-inch Pump		\$ 100.00	Per hour
2-inch Pump		\$ 75.00	Per hour
300 KW Generator		\$ 90.00	Per hour
135 KW Generator		\$ 60.00	Per hour
25 – 60 KW Generator		\$ 30.00	Per hour
Portable Compressor		\$ 42.00	Per hour

Sewer Plugs (one week minimum)

42" - 60"	\$ 150.00	Per week
30" - 42"	\$ 100.00	Per week
15" - 24"	\$ 50.00	Per week
6" - 12"	\$ 25.00	Per week

Wastewater Testing and Analysis

BOD5 (Total and/or Carbonaceous)*	\$ 39.00
Total Suspended Solids*	\$ 27.00
pH	\$ 16.00
Ammonia Nitrogen*	\$ 31.00
Sample Collection Fee **	\$ 40.00

* Certified Analytes

Sample analysis for regulatory reports not prepared by the City will not be performed.

** Applies to samples picked up by WWSD staff within a ten (10) mile radius of the WWTF.

Street Light Utility

		FEE 2025	FEE 2026
<u>Street Lights</u>	Residential	\$ 4.00 Per month	
	Multiple Family	\$ 4.00 Per month	
	All Others	\$ 4.00 Per month	

To: Moorhead City Council

From: Julie Bommelman, City of Fargo Transit Director
Jordan Smith, City of Fargo Assistant Transit Director, Fleet & Facilities
Cole Swingen, City of Fargo Assistant Transit Director, Operations
Adam Altenburg and Aiden Jung, Metro COG
Blue Weber, Bolton & Menk

Date: November 24, 2025

Re: 2026-2030 Transit Development Plan

In July 2024, Metro COG and MATBUS contracted with Bolton & Menk to develop the 2026-2030 Transit Development Plan (TDP). The TDP is a federally and state-required document that outlines a five-year strategy for improving public transit services in the Fargo-Moorhead metropolitan area. The plan assesses current transit operations, identifies community needs, and establishes goals, performance measures, and implementation strategies to maintain and enhance service. Additionally, a Coordinated Human Services Transportation Plan was developed to review and enhance the efficiency and effectiveness of the regional transportation system and its providers.

The TDP serves as both a planning and management tool, guiding future decisions regarding service changes, future investments, and coordination with other regional transit providers and transportation plans. Public outreach was conducted throughout the planning process to ensure the plan reflects community input and priorities.

Adoption of the TDP does not directly authorize any expenditures. Future projects and funding requests will be brought forward as part of annual budget processes.

The TDP and appendices can be found on Metro COG's website:

<https://fmmetrocog.org/projects-rfps/2026-2030-transit-development-plan>

Following a recommendation by the MATBUS Coordination Committee on October 15, the TDP is being presented for approval to local jurisdictions in October and November, followed by Metro COG's Policy Board in December. These approvals are pending final review by Metro COG's state and federal partners, including NDDOT, MnDOT, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

Requested Action: Pending final comments by state and federal partners, approve the 2026-2030 Transit Development Plan.

2026-2030 Transit Development Plan

Moorhead City Council

November 24, 2025



Introductions



Blue Weber
Engagement Lead



Project Team

- Adam Altenburg (Metro COG)
- Aiden Jung (Metro COG)
- Julie Bommelman (MATBUS)
- Jordan Smith (MATBUS)
- Cole Swingen (MATBUS)
- Luke Grittner (MATBUS)
- Taaren Haak (MATBUS)
- Lori Van Beek (MATBUS)
- Aaron Bartling (Bolton & Menk)
- Blue Weber (Bolton & Menk)
- Paul Lutey (Nelson\Nygaard)

Final Plan Review



Plan Components

- Existing Conditions Analysis
- Future System Needs Identification
- Service Recommendations
- Community Feedback
- Coordinated Transportation Plan

Public comment period closed September 10th

TDP Purpose

Build on the goals, objectives, and transit system recommendations established in the 2021-2025 Transit Development Plan.

Identify transit service needs, prioritize improvements, and determine the resources required for implementing service adjustments.

Update the Coordinated Human Services Transportation Plan



Planning Process



Engagement



Study Review Committee

1

Issues, Opportunities, & Public Engagement Approach
(September 2024)

2

Service Alternatives
(January 2025)

3

Implementation Strategies
(May 2025)

4

Draft Plan Review
(August 2025)



Public Input Opportunities

1

Issues & Opportunities
(October 2024)

2

Service Alternatives
(March 2025)

3

Draft Plan Review
(August 2025)

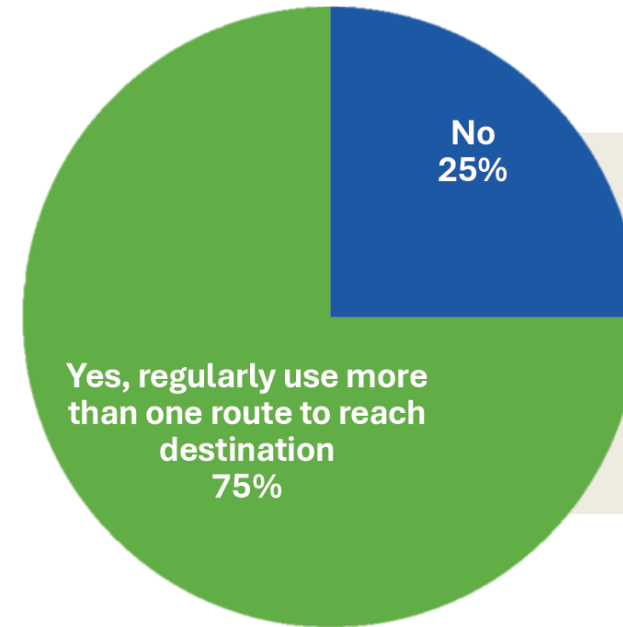
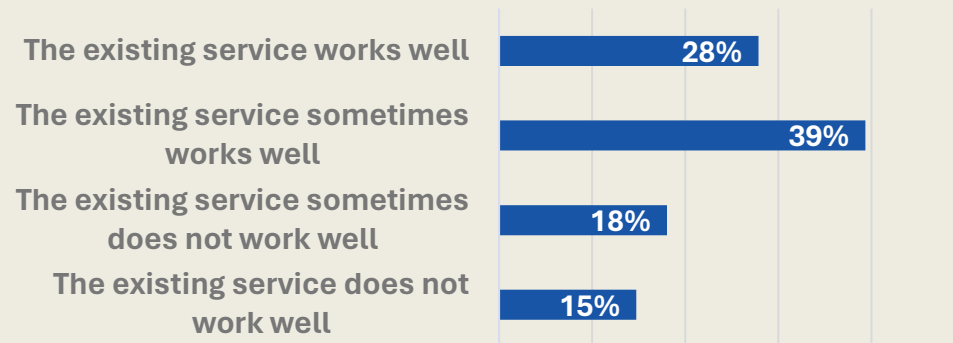


Focus Groups

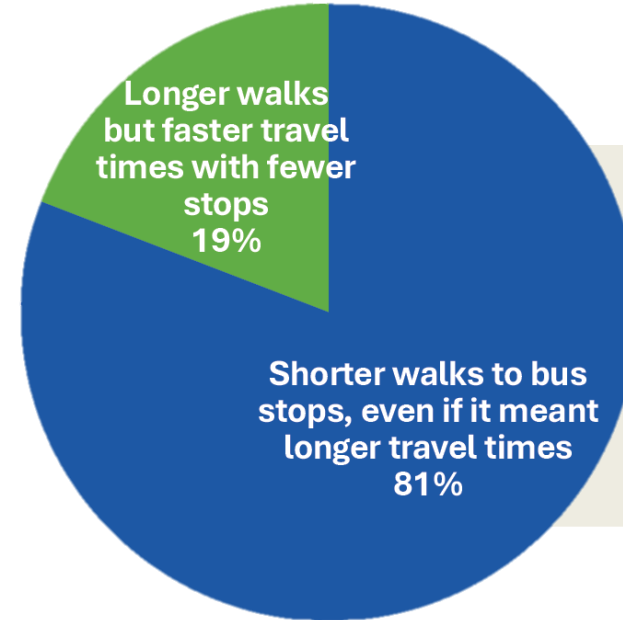
Local Jurisdiction Planners
Human Services
Community Based Organizations
Businesses
Emergency Preparedness
Educational Institutions

What have we heard?

How well does the existing MATBUS service work for you?



Do you transfer to complete your trip?



Service Access Priorities

Preferred Service Plan



Simple & Direct

Routes should connect destinations as directly as possible and are easy to understand, especially for new riders.



Bi-Directional

Routes should operate in both directions on the same street whenever possible to reduce the complexity of the service.



Fewer Transfers

Service should be focused on offering a “single-seat” ride when possible, to reduce the chance that a connection will be missed.



Maintain Access

Direct and bidirectional service should be balanced with coverage to ensure access to destinations, especially where required by road patterns and land use.



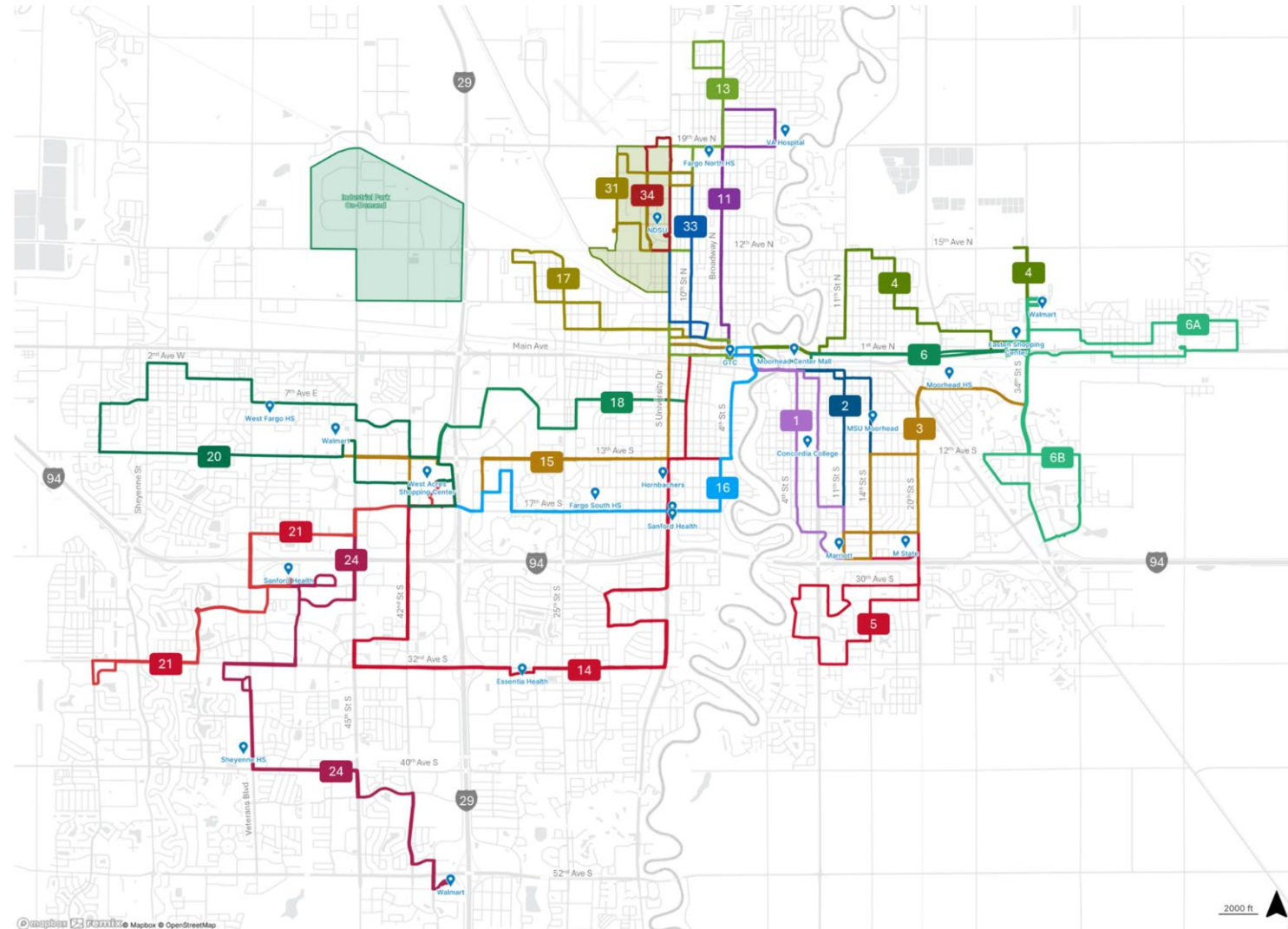
Scalable

Service should be designed to be enhanced or reduced without losing the integrity of the network.



Reliable

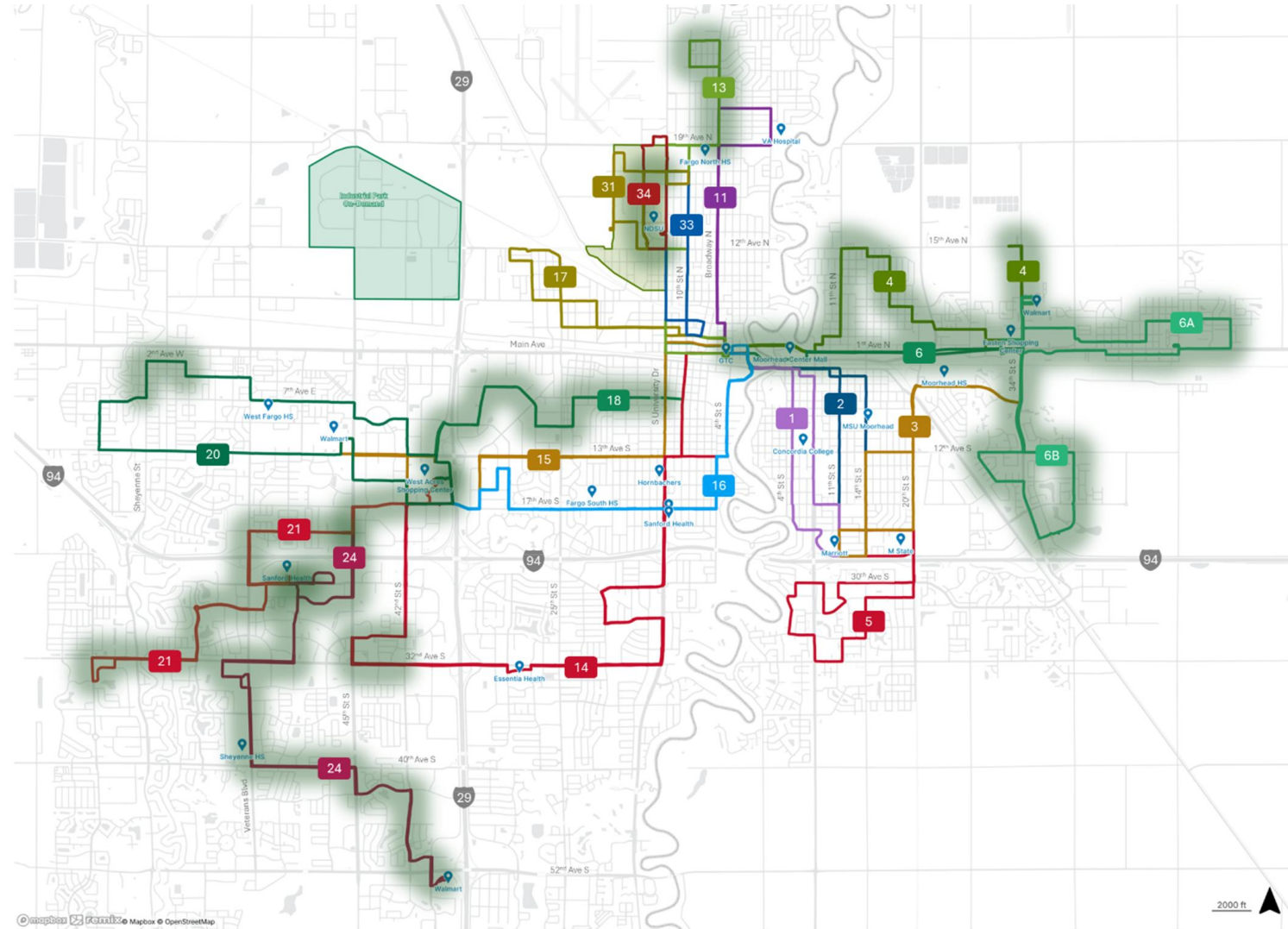
Routes should be designed to ensure they operate on time and connections can reliably be made.



Preferred Service Plan

Key Route Changes:

- **Route 3** (south and southeast Moorhead)
- **Routes 4, 6, and 9** (central Moorhead, southeast Moorhead, and Dilworth)
- **Route 13** (NDSU campus and North Fargo)
- **Routes 18, 20, 21** (new route), and **24** (central Fargo, West Fargo, and southwest Fargo)



Regional Impacts

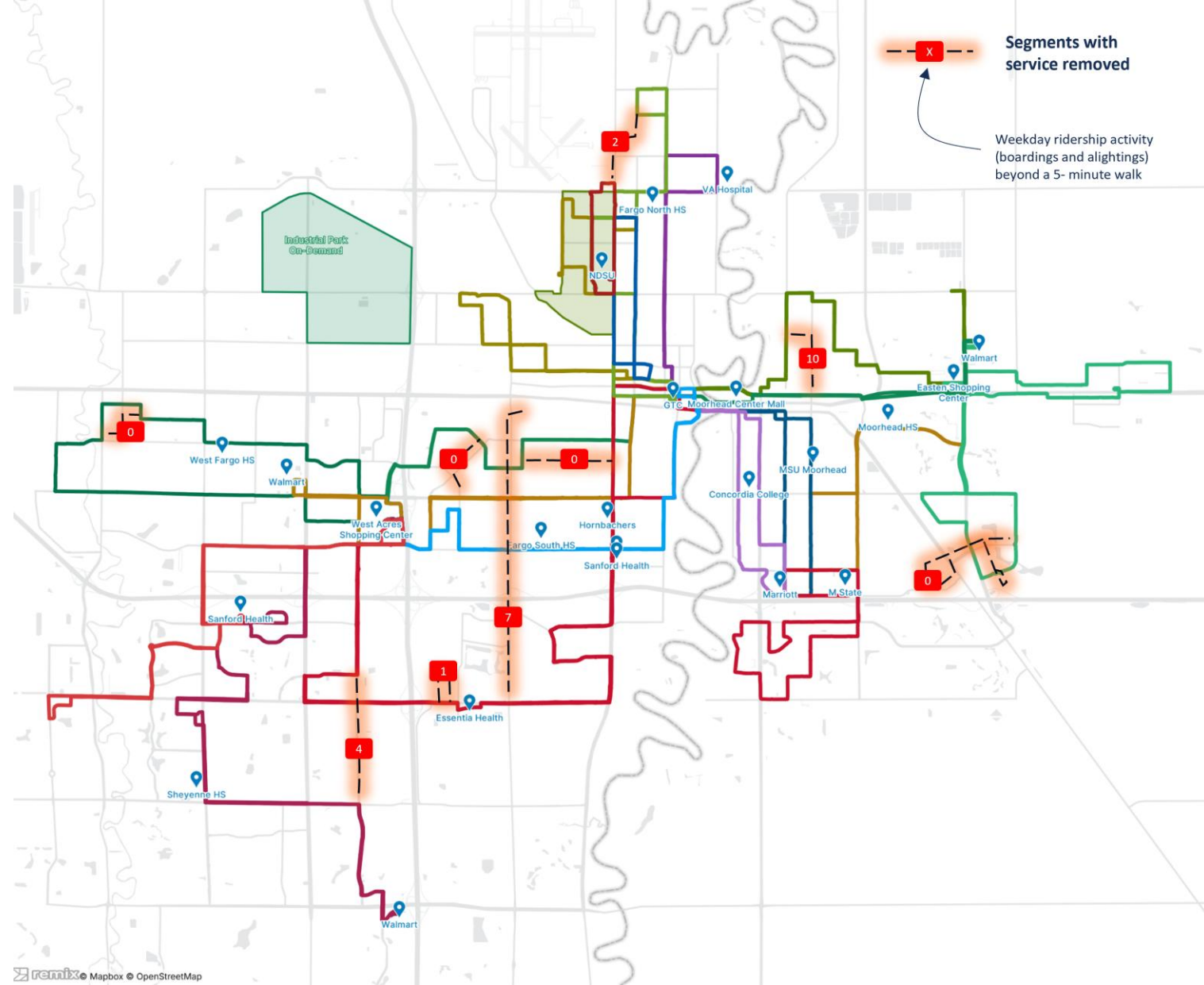


MAINTAIN ACCESS

99.6% of existing customers will continue to be served

2% increase in the number of residents served

5% increase in the number of jobs served

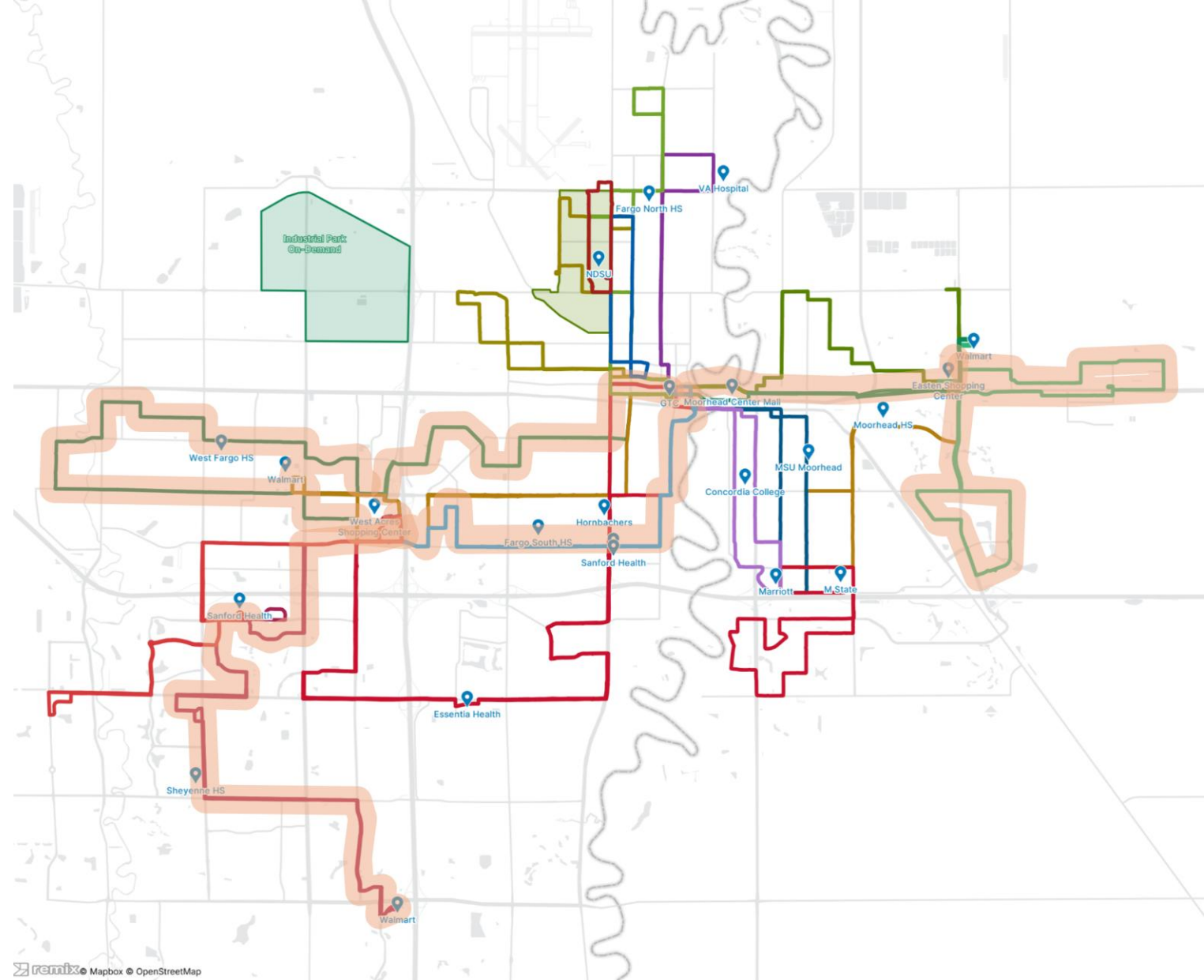


Regional Impacts

Fewer two- and three-seat rides through new interline pairs



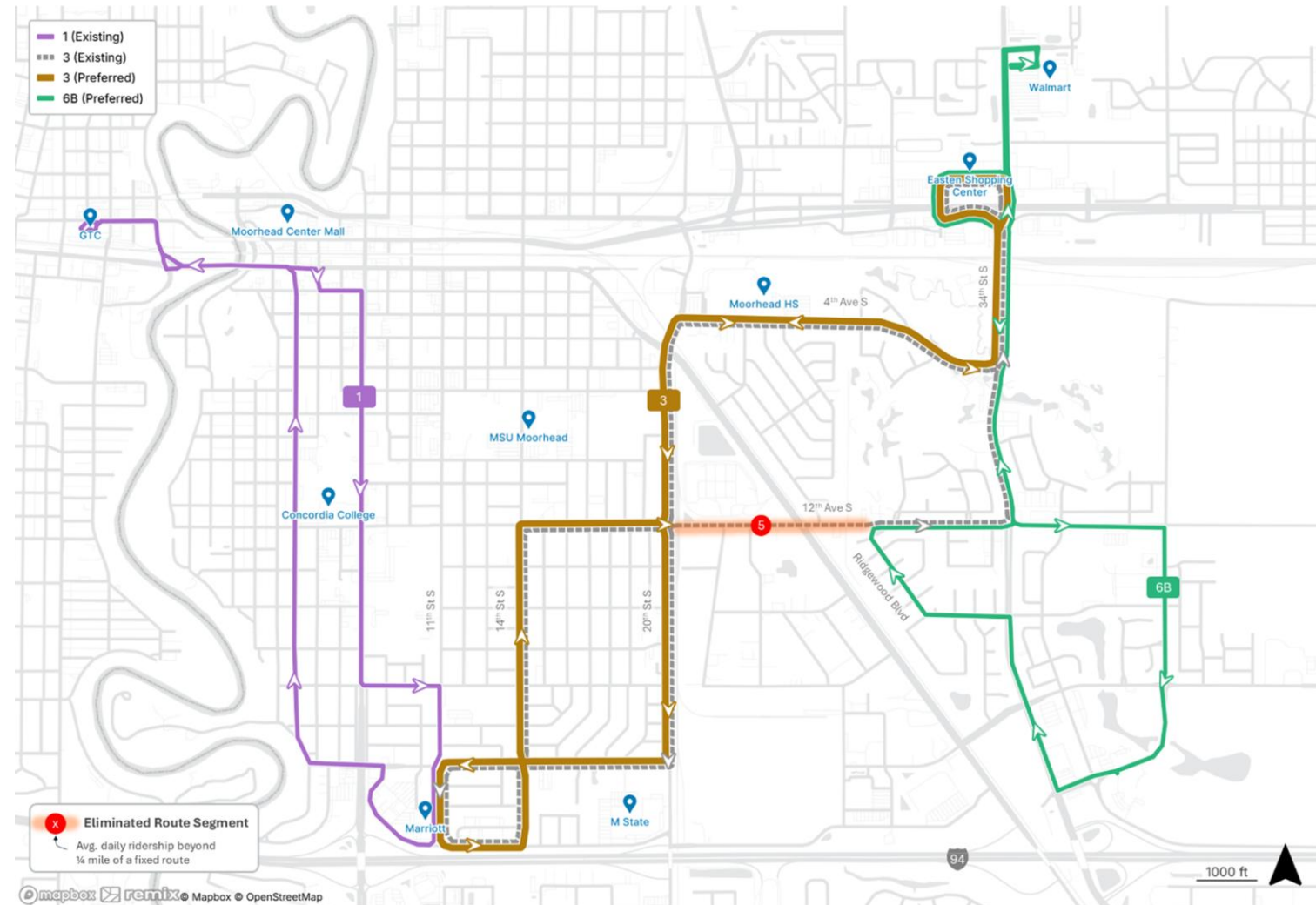
FEWER TRANSFERS AND RELIABLE



City of Moorhead

Route 3

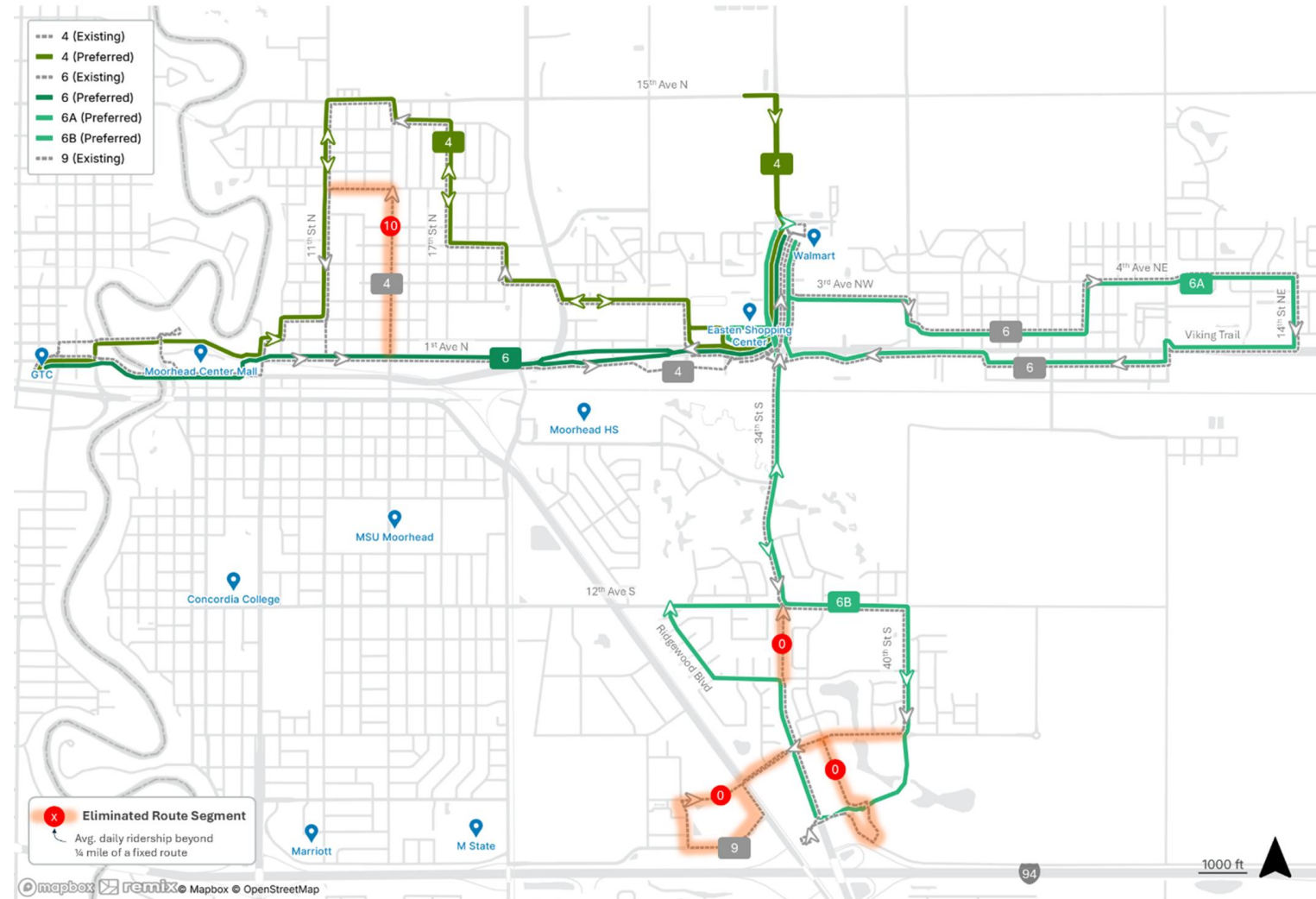
- New bi-directional service on 4th Avenue S to 3rd Street S
- Improved service to Moorhead High School and improve on-time performance by avoiding two rail crossings on 12th Avenue S
- Will continue to interline with Route 1



Cities of Moorhead & Dilworth

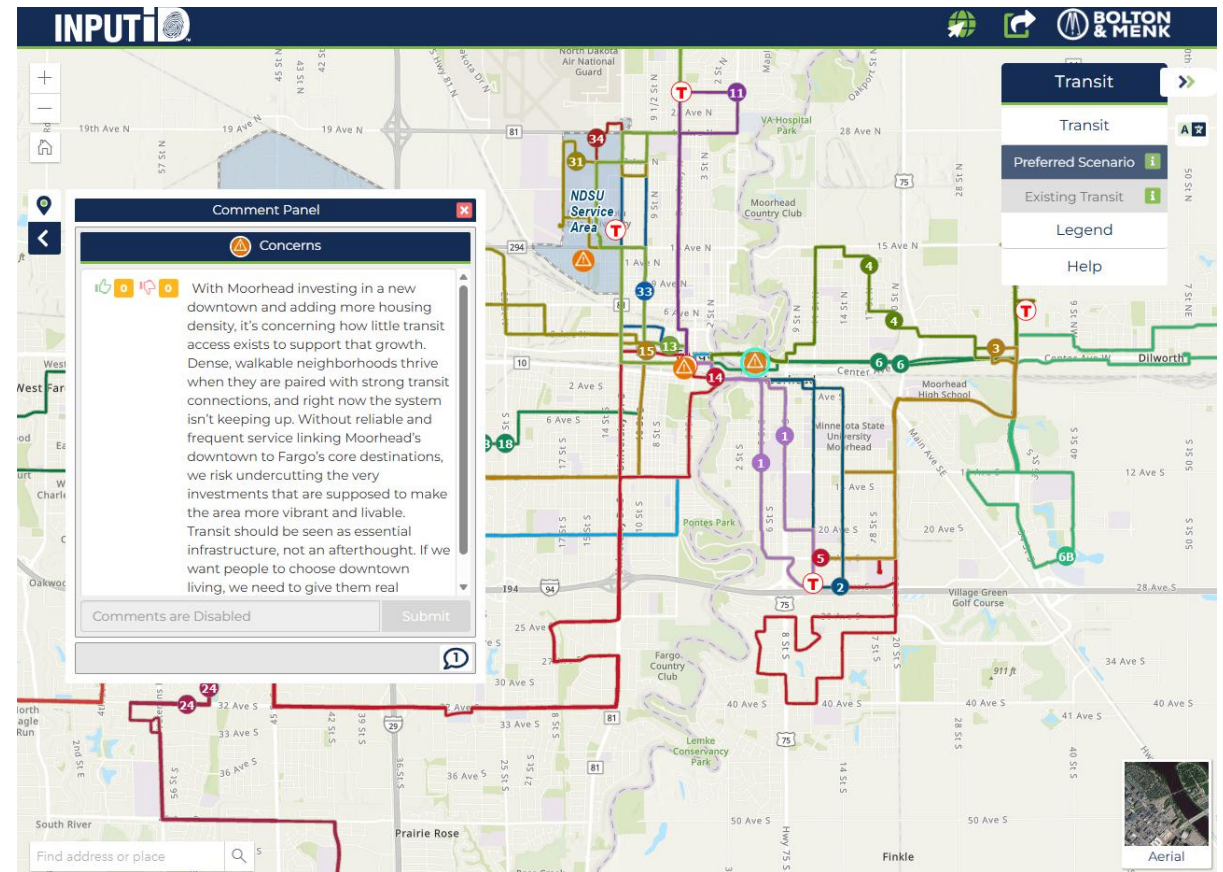
Routes 4, 6, & 9

- **Route 4** extended and made bi-directional to serve key Clay County services and north Moorhead neighborhoods
- **Route 6** will be a new bi-directional route replacing parts of Route 4, running every 30 minutes between GTC and Dilworth Walmart, interlined with 6A and 6B
- **Route 6A** (existing Route 6) will have direct connection to GTC
- **Route 6B** (existing Route 9) will drop low ridership areas, cover portions of Route 3 and interline for direct connection to GTC



Final Plan Feedback

- Service frequency & reliability
- Route changes & transfers
- Equity & accessibility
- Fare structure & funding
- Branding & rider experience
- Community engagement & communication



The Future of Transit in Fargo-Moorhead

The financial outlook for public transportation in the Fargo-Moorhead area is becoming increasingly uncertain due to budget constraints facing the City of Fargo. These limitations may result in reduced MATBUS transit services. In response, MATBUS staff are collaborating with city officials to create a scaled-back service plan guided by the principles outlined in this TDP.



Coordinated Plan

- Coordinated Public Transit Human Services Transportation Plan (aka, the Coordinated Plan)
- Plans are required to be developed locally and should include:
 1. An **inventory of available transportation services**
 2. An evaluation of transportation **needs and gaps** for the target populations
 3. Identification of **strategies** for addressing those needs
 4. **Input from seniors, people with disabilities, transportation providers, and other stakeholders**
- Purpose is to improve the **efficiency and effectiveness** of an area's transportation system



Coordinated Plan Goals

Given the identified needs, the Coordinated Plan lists the following updated goals for 2025-2029.

1

Service availability and accessibility

Public transit and supplemental transportation services should be available throughout the week, have a span of service that meets user needs, and be accessible to major destinations.

2

Education, Marketing, and Awareness

Accurate information should continue to be available to enhance awareness of current available services and how these services can be accessed.

3

Financial Sustainability and Fiscal Responsibility.

Funding should be directed to promote coordination and to ensure regional partners continue to participate in coordination activities.

4

Promote Regional Coordination

Continue working with regional transportation providers to promote collaboration, outreach, and service coordination.

5

Use of New Technologies

The region should continue promoting new technologies to improve service delivery and coordination.

Approval Timeline





Questions?

Aaron Bartling

(aaron.bartling@bolton-menk.com)

Blue Weber

(blue.weber@bolton-menk.com)



RESOLUTION

Resolution to Approve 2026-2030 Transportation Development Plan

WHEREAS, the Moorhead City Council is the duly elected body for the City of Moorhead and is responsible for the planning and development of a safe and functional multimodal transportation system; and

WHEREAS, the City of Moorhead recognizes the importance of providing efficient, reliable, and accessible public transportation to support community mobility, economic vitality, and improved connections; and

WHEREAS, the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is the Metropolitan Planning Organization (MPO) designated by the Governors of North Dakota and Minnesota to maintain the metropolitan area's transportation planning process in accordance with federal regulations; and

WHEREAS, Metro COG has undertaken the task of updating the region's Transit Development Plan (2026-2030 TDP), which is a vital element of this planning process and establishes a strategic framework for enhancing transit services, improving infrastructure, and identifying funding opportunities; and

WHEREAS, the 2026-2030 TDP was prepared through a collaborative process involving public engagement, stakeholder input, and coordination with MATBUS and other regional transit partners; and

WHEREAS, adoption of the 2026-2030 TDP will enable the City of Moorhead to pursue state, federal, and other funding sources and to coordinate more effectively with regional transit partners.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby adopt the 2026-2030 TDP as the official transit planning document for the City of Moorhead to guide transit-related investments, grant applications, and service planning.

PASSED: November 24, 2025 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk