



**CITY COUNCIL
MEETING AGENDA
MARCH 9, 2026 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.**

Disclaimer: Voting requirements may be subject to changes in the law, parliamentary procedural matters, or other unforeseen issues. The City Attorney provides opinion on questions of voting requirements by the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Agenda Amendments
4. Consent Agenda

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

5. Recognitions/Presentations

- A. Presentation: Gate City Bank/City of Moorhead Neighborhood Impact Home Improvement Program
- B. Swearing-In and Badge Pinning for Moorhead Police Officers

6. Approve Minutes

- A. February 23, 2026 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)

- A. Public Hearing Regarding the Application of Midland Assisted Care LLC, Leasing to Goldthorpe Corp/BeeHive Homes, for a Multi-Family "Housing with Health-Related Services" Tax Incentive for an Expansion of the Senior Living Community Located at 1001 Caddy Ave (58.900.1743)
- B. Resolution to Approve a Multi-Family "Housing with Health-Related Services" Tax Incentive for Midland Assisted Care LLC, Leasing to Goldthorpe Corp/BeeHive Homes, for the Expansion of a Senior Living Community Located at 1001 Caddy Ave (58.900.1743)

10. Community Development Department

- A. *Resolution to Approve Agricultural Lease with Prairie Rose Agricultural Institute for Research, Innovation, and Education (PRAIRIE)
- B. *Resolution to Approve Task Order for Snow Removal Equipment Procurement – Moorhead Municipal Airport Florence Klingensmith Field

11. Economic Development

12. Engineering Department

- A. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03)
- B. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Prairie Parkway 3rd Addition Street & Utility Improvements (Eng. No. 26-A6-02)
- C. *Resolution to Receive Report and Order Plans & Specifications for Prairie Parkway 4th Addition Street and Underground Utility Improvements (Eng. No. 26-A6-04)

13. Fire Department

14. Moorhead Public Service

15. Parks and Recreation Department

16. Police Department

17. Public Works

18. Administration

19. Mayor and Council Reports

20. City Manager Reports

21. Executive Session

22. New Business

23. Adjourn

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



City Council Communication

March 9, 2026

SUBJECT:

Swearing In of New Moorhead Police Officers

RECOMMENDATION:

No action needed by Council

BACKGROUND/KEY POINTS:

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

Officer Seth Oelschlager comes from the Otter Tail County Sheriff's Office where he worked as a Correctional Officer for six years. He is originally from Vergas, MN and a graduate of Minnesota State Moorhead.

Officer Faith Schaefer comes to us from the New York Mills Police where she worked as a Patrol Officer since 2022. She is originally from Bertha, MN and is a graduate of the University of North Dakota. She is also a veteran of the United States Air Force.

We look forward to the positive impact these new officers will have on the Moorhead community. Please join us in welcoming them to the City of Moorhead team!

FINANCIAL CONSIDERATIONS:

None

Voting Requirements: Not Applicable

Submitted By:

Dan Mahli, City Manager

Chris Helmick, Police Chief



**MINUTES OF THE CITY COUNCIL
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.
February 23, 2026 - 5:30 PM**

1. Call to Order/Roll Call

Roll call of the members was made as follows:

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

Present Not Voting (0):

Absent (1): Shelly Carlson

2. Pledge of Allegiance

3. Agenda Amendments

Council member Nesemeier requested discussion on local impacts related to ICE and Border Control be added as New Business on the agenda.

Motion to Approve made by Heather Nesemeier and seconded by Deb White.

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

4. Consent Agenda

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

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: City of Moorhead Communications Division

Communications Coordinator Kelly Kuntz presented an update on work being done in communications in Moorhead and across the metro area.

6. Approve Minutes

A. February 9, 2026 Meeting Minutes

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

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

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

Several Moorhead residents addressed the City Council regarding U.S. Immigration and Customs Enforcement (ICE) activities.

8. Mayor and Council Appointments

- A. *Resolution for Appointments to Boards and Committees

9. Public Hearings (5:45 pm)

- A. Public Hearing on the Abatement of Property Taxes in the Make Moorhead Home Property Tax Rebate Program

Motion to Open Public Hearing made by Heather Nesemeier and seconded by Sebastian McDougall.

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

Community Development Program Administrator Tanya Kunza shared information on the abatement of property taxes for the Make Moorhead Home Property Tax Rebate program.

Motion to Close Public Hearing made by Deb White and seconded by Lisa Borgen.

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

- B. Resolution to Abate Property Taxes for the Make Moorhead Home Property Tax Rebate Program

Motion to Approve made by Heather Nesemeier and seconded by Emily Moore.

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

10. Community Development Department

11. Economic Development

- A. *Resolution to Approve Publication of the 2026 Notice of Land Availability

12. Engineering Department

- A. Resolution to Receive Report, Order Plans & Specifications, and Call for a Public Hearing for 40th Ave S Mill & Overlay from 8th St to 20th St S (Eng. No. 26-A2-01)

Engineering Director Bob Zimmerman presented information and an update on outreach for public improvements on 40 Avenue South.

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

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

- B. *Resolution to Receive Report, Order Plans & Specifications, and Call for a Public Hearing for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03)
- C. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 18th St N, 21st St N, 53rd Ave N, 52nd Ave N, 51st Ave N, 49th Ave N, and Crystal Creek Dr Bituminous Mill & Overlay (Eng. No. 26-A2-02)
- D. *Resolution to Approve Amendment #1 to Task Order 23-04 with Bolton & Menk for the 40th Ave S Mill & Overlay from 8th St to 20th St (Eng. No. 26-A2-01)
- E. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 20th, 22nd, and 23rd Ave S and 6th & 7th St S Underground Utility and Street Improvements (Eng. No. 26-A2-04)
- F. *Resolution to Receive Petitions and Order Report for Prairie Parkway 4th Addition Street and Underground Utility Improvements (Eng. No. 26-A6-04)

13. Fire Department

14. Moorhead Public Service

- A. *Resolution to Award Bid for Furnishing 115 kV IPO Breakers at MPS Northeast and Southeast Substations
- B. *Resolution to Approve Renewable Energy Certificates Designated Entity Contract No. 25-UPGR-73 with Western Area Power Administration
- C. *Resolution to Request the Mayor and Moorhead City Council to Approve Resolution of Applications for MPS' 2026 Water Division Projects
- D. *Resolution to Approve the Minnesota Public Facilities Authority Drinking Water Revolving Fund Loan Application for Moorhead Public Service's 2026 Lead Service Line Replacement Project – Emergency Replacement
- E. *Resolution to Approve the Minnesota Public Facilities Authority Drinking Water Revolving Fund Loan Application for Moorhead Public Service's 2026 Lead Service Line Replacement Project – Distribution Phase 4
- F. *Resolution to Approve the Minnesota Public Facilities Authority Drinking Water Revolving Fund Loan Application for Moorhead Public Service's 2026 Lead Service Line Replacement – Eighth Street South

15. Parks and Recreation Department

- A. *Resolution to Approve Agreement with PepsiCo to be the Exclusive Beverage Provider

16. Police Department

17. Public Works

18. Administration

- A. *Resolution to Enter into a Grant Agreement to Provide Statewide Affordable Housing Aid to Youthworks

19. Mayor and Council Reports

Council Member Nesemeier shared information on upcoming Moorhead Public Housing and Solid Waste Advisory Committee meetings.

Council Member Moore attended a Park Advisory Board workshop and highlighted accomplishments in Moorhead parks. Council member Moore also attended Moorhead Public Library and Lake Agassiz Regional Library board meetings and provided an update on schedule for the move into the new library.

Council Member Hendrickson shared that Luther Family Ford's Salute to Law Enforcement honored Moorhead School Resource Office Andy Werk earlier in the day.

20. City Manager Reports

City Manager Mahli thanked Officer Andy Werk who was in the room for his service and much-deserved recognition. City Manager Mahli mentioned part-time temporary summer positions in Moorhead are open and encouraged residents to apply.

21. Executive Session

22. New Business

Council member Nesemeier asked for an update on the Mayor's plan to convene an ad hoc group to discuss federal ICE activities. Council members White, Mattson, and Moore also spoke about the issue of immigration enforcement in cities.

23. Adjourn

Meeting adjourned at 7:04pm.

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.

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:

Economic Development Authority

- Jason Ness, Moorhead resident, is appointed to a term commencing March 10, 2026 and ending January 31, 2027. (MPS)

PASSED: March 9, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

March 9, 2026

SUBJECT:

Public Hearing Regarding the Application of Midland Assisted Care LLC, Leasing to Goldthorpe Corp/BeeHive Homes, for a Multi-Family “Housing with Health-Related Services” Tax Incentives for the Expansion of the Senior Living Community Located at 1001 Caddy Ave (58.900.1743)

RECOMMENDATION:

The Mayor and City Council are asked to conduct a Public Hearing and consider approval of a property tax exemption and employee credits for Midland Assisted Care LLC to expand their assisted living/memory care facility located at 1001 Caddy Ave (58.900.1743).

BACKGROUND/KEY POINTS:

The Moorhead City Council and Moorhead Economic Development Authority find that granting property tax exemptions pursuant to program requirements set forth in policies approved on September 12, 2011, increases the community’s long-term economic vitality through the creation of additional housing choice, new jobs, increasing employment opportunities for Moorhead residents and expanding Moorhead’s property tax base. Further, increasing the number and types of housing units will grow Moorhead’s residential market and provide additional customers for Moorhead businesses.

Project: Erin Heitzmann, on behalf of Midland Assisted Care LLC, has plans to expand their senior living community with the second building (out of four total). This building will have 22 studio units which include a bedroom, closet, and private bathroom.

Common areas include a large living room, activity area, kitchen and dining area with vaulted ceiling, laundry, salon, nurse’s station, and offices. Services provided to residents include meal preparation, housekeeping, laundry, personal assistance with dressing, bathing, medication management, 24-hour supervision for safety, and daily activities.

Employees/Employee Credit: Midland Assisted Care/BeeHive Homes anticipates creating at least 7.25 new full-time equivalent positions. This meets the city’s minimum requirement to qualify for the “Housing with Health-Related Services” employee credit of \$1,500 per employee per year for the term of the tax exemption, up to a maximum of \$50,000.

Property Valuation: The parcel has an assessed land and building/improvement value of \$1,751,400. Existing land and building/improvement value, and any future changes to that value, remains taxable for the duration of the property tax exemption. Only the new assessed building/improvement value attributable to this project receives the exemption.

Based on the preliminary plans submitted with the application, the City Assessor has estimated that the new assessed building value for the project will be approximately \$2,000,000.

Exemption Term: The term of the exemption is four (4) years for a multi-family “housing with health-related services” project.

Timeline: Construction of the project, if approved, will begin in April 2026, with an estimated completion of December 2026. Whatever construction is complete in 2026 will be assessed



City Council Communication

March 9, 2026

January 2, 2027, and become payable in 2028. Therefore, the first year of the proposed exemption would be 2028. If construction is only partially completed on January 2, 2026, the project operator may choose to pay taxes for the partial year and begin the full exemption in 2029.

Zoning: The parcel is located within the “Residential Medium Density” zoning district, and the proposed use is permitted within this zoning district. All final building plans will meet the requirements of the zoning district and will adhere to all local and state building permit laws. The project is expected to comply with the approved plans to obtain the tax incentives.

It should be noted that the plans submitted with the application are preliminary and may be revised prior to building permit approval.

FINANCIAL CONSIDERATIONS:

The total benefit of this property tax exemption is estimated using projected values and current tax rates as follows:

1. Property Tax Exemption – Multi-Family “Housing with Health-Related Services” – 22 units x \$25,000 x 1.6% effective tax rate x 4 years = \$35,200
2. Employee Credits - \$1,500 per employee, per year, up to \$50,000 maximum to be paid from Moorhead’s Enterprise Zone Fund balance.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Amy Thorpe, Economic Development Program Administrator

Matt Leiseth, DMI/Economic Development

Attachments: Draft Resolution

General Location Map

Site Plan, Building Floor Plan, Building Elevation



GENERAL LOCATION MAP

Property Owner - Midland Assisted Care LLC
Leasing to - Goldthorpe/BeeHive Homes
Address - 1001 Caddy Ave
Parcel ID - 58.900.1743





ROOF APEX
24' - 0"

FIRST FLOOR LN
0' - 0"

TO PHASE 1 BUILDING

① FRONT ELEVATION (EAST)
1" = 20'-0"

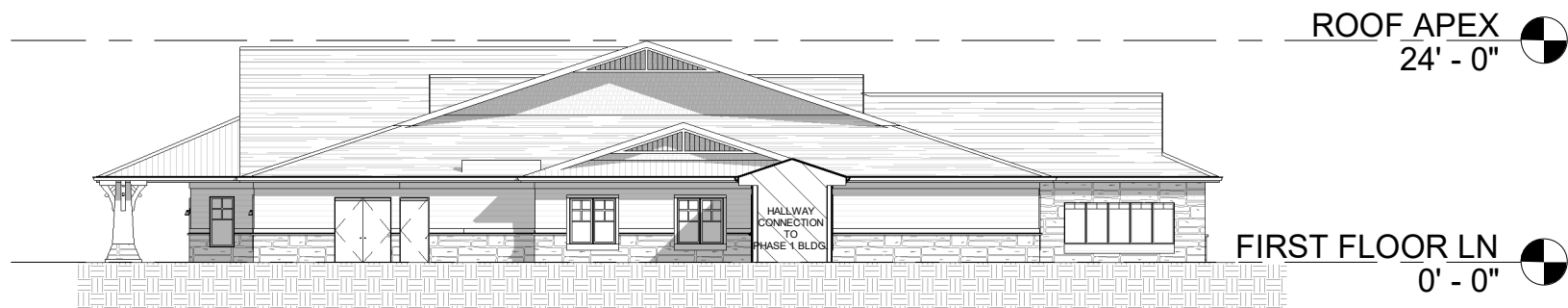
ROOF APEX
24' - 0"

FIRST FLOOR LN
0' - 0"

② LEFT-SIDE ELEVATION (SOUTH)
1" = 20'-0"



① REAR ELEVATION (WEST)
1" = 20'-0"



② RIGHT-SIDE ELEVATION (NORTH)
1" = 20'-0"

RESOLUTION

Resolution to Approve a Multi-Family “Housing with Health-Related Services” Tax Incentive for Midland Assisted Care LLC, Leasing to Goldthorpe Corp/BeeHive Homes, for the Expansion of a Senior Living Community Located at 1001 Caddy Ave (58.900.1743)

WHEREAS, Midland Assisted Care LLC desires to expand their facilities to construct a new assisted living/memory care facility located at 1001 Caddy Ave, Moorhead, Clay County, State of Minnesota, which is the second building of a planned four-building senior living community; and

WHEREAS, the City of Moorhead, pursuant to Minnesota Statute Chapter 469.1732, Subdivision 1, has the authority to grant a partial or complete exemption from property taxation of all buildings, structures, fixtures, and improvements used in or necessary to a qualifying business; and

WHEREAS, the City of Moorhead has received a completed application from Midland Assisted Care LLC filed in accordance with City procedures, policy, and guidelines requesting the following tax incentives: exemption from property taxation and employee credits; and

WHEREAS, the application submitted to the City, along with all required supporting documentation, has been deemed complete and has undergone thorough review and evaluation by City staff; and

WHEREAS, proper notice to competitors pursuant to Minnesota Statute Chapter 469.1734, Subd. 7, was published twice in the City’s official newspaper on February 12, 2026, and February 19, 2026, respectively; and

WHEREAS, Midland Assisted Care LLC is a qualified business as defined in Minnesota Statutes 469.1734; and

WHEREAS, granting the requested tax incentive is in the best interest of the City of Moorhead to create housing choice and enhance property tax base.

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

1. The City Council of the City of Moorhead hereby finds that granting an exemption from property taxation to Midland Assisted Care LLC is necessary to enable Midland Assisted Care LLC to expand housing choice in the City of Moorhead and is in the best interest of the City of Moorhead.
2. The City Council of the City of Moorhead hereby grants the tax incentives contained here subject to the terms and conditions of this resolution, the corresponding Tax Incentive Agreement, and the Laws of Minnesota.
3. The City of Moorhead hereby approves the application and grants Midland Assisted Care LLC an exemption from property taxation of new building value according to the following schedule:

Schedule II:

New Building Value / Unit	Fulltime Equivalents / Unit	Employee Credit	Exemption Amount	Term of Exemption
\$55,000 (minimum)	0.33 FTE (minimum)	\$1,500/FTE/YR Up to \$50,000	\$25,000 / unit / year	4 years

The City Assessor has estimated that the assessed value per unit will exceed the minimum above. Therefore, the following formula will show the value of the exemption:

$$22 \text{ units} \times \$25,000 \text{ per unit} \times 1.6\% \text{ effective tax rate} \times 4 \text{ years} = \$35,200$$

4. The City of Moorhead hereby approves and grants Midland Assisted Care LLC an employee credit of \$1,500 per employee per year for the term of the tax exemption up to a maximum of \$50,000. The employee credit is to be paid from Moorhead's Enterprise Zone Fund balance.
5. The Mayor and City Manager are hereby authorized and directed to execute the Tax Incentive Agreement on file by and between the City of Moorhead and Midland Assisted Care LLC.
6. In the event Midland Assisted Care LLC sells the Project Property to Goldthorpe Corporation (doing business as BeeHive Homes), the tax incentives outline herein will be automatically transferred to Goldthorpe Corporation without the need for additional City Council approval, provided all required parties execute an assignment of the Tax Incentive Agreement.
7. The City Clerk is hereby authorized and directed to certify this grant of exemption from property taxation to the City Assessor and County Assessor contingent upon Midland Assisted Care LLC and the City executing the Tax Incentive Agreement.

PASSED: March 9, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

March 9, 2026

SUBJECT:

Resolution to Approve Agricultural Lease with Prairie Rose Agricultural Institute for Research, Innovation, and Education (PRAIRIE)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve an agricultural lease with Prairie Rose Agricultural Institute for Research, Innovation, and Education (PRAIRIE) on a tract of land owned by the City of Moorhead.

BACKGROUND/KEY POINTS:

The City of Moorhead has historically entered into agricultural leases to decrease maintenance costs and generate revenue. Prairie Rose Agricultural Institute for Research, Innovation, and Education (PRAIRIE) – New Roots Farm Incubator Co-Op intends to lease approximately five acres of City owned land adjacent to the MCCARA Industrial Park. Based on the most recent data on cropland rental rates for MN Counties that was utilized in the 2025-2026 agricultural leases, it is recommended that a lease rate of \$165/acre be utilized. The lease will be for an initial 3-year term with options for extension.

PRAIRIE will be responsible for coordinating with Moorhead Public Service if they proceed with water access and the lot must be kept organized with no debris on the site and will be responsible for restoring the area to the state of its current condition unless otherwise approved by the City when the lease ends.

FINANCIAL CONSIDERATIONS:

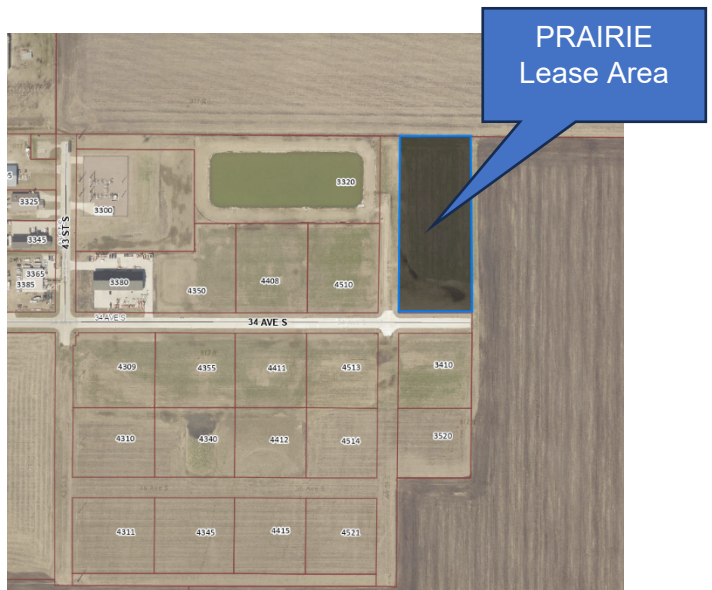
Not applicable

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Kristie Leshovsky, Community Development Director
Ethan Johnk, Assistant City Planner

Attachments: Draft Resolution



RESOLUTION

Resolution to Approve Agricultural Lease with Prairie Rose Agricultural Institute for Research, Innovation, and Education (PRAIRIE)

WHEREAS, the City Council approved the 2022 Onward Moorhead! Comprehensive Plan which encourages developing policies that support individual and community projects such as local food production; and

WHEREAS, the City of Moorhead owns land that remains vacant and undeveloped; and

WHEREAS, the City of Moorhead is responsible for maintaining the land in a manner that does not allow for the propagation of noxious weeds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the City Council authorizes the Mayor and City Manager to enter into an agricultural lease agreement with Prairie Rose Agricultural Institute for Research, Innovation, and Education (PRAIRIE) and any related lease extensions or documents associated with said agreement.

PASSED: March 9, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

March 9, 2026

SUBJECT:

Resolution to approve Task Order for Snow Removal Equipment Procurement – Moorhead Municipal Airport Florence Klingensmith Field

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a Task Order for snow removal equipment procurement – Moorhead Municipal Airport Florence Klingensmith Field

BACKGROUND/KEY POINTS:

The U.S. Federal Aviation Administration provides for application to purchase certain types of airport equipment through a federally funded grant process. Equipment procurement funding through the FAA includes items like:

- Specification and bidding documents
- Bidding procures (ie: advertising for bid, bid confirmation of various federal requirements, etc.)
- Various required contract documents

The City anticipates going through this bidding and procurement process to replace two pieces of aging equipment utilized for snow removal at the airport – a 1992 payloaders and 2006 snow blower. The proposed task order addresses all specification and bidding requirements relating to the anticipated federal grant.

FINANCIAL CONSIDERATIONS:

The task order budget is within the 2026 fleet budget and will be included in an FAA grant for anticipated 95% funding.

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 Snow Removal Equipment Procurement – Moorhead Municipal Airport Florence Klingensmith Field

WHEREAS, the Moorhead Municipal Airport Florence Klingensmith Field wishes to request FAA grant funding to replace two pieces of Airport snow removal equipment; and

WHEREAS, the Airport wishes to follow federal equipment bidding, procurement and contract regulations; and

WHEREAS, Mead and Hunt has provided a Task Order for the bidding, procurement and contract work in the amount of \$27,350 which is anticipated to be funded with a FAA grant (95% FAA grant).

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 bidding, procurement and contract work for snow removal equipment at the Moorhead Municipal Airport – Florence Klingensmith Field.

PASSED: March 9, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

March 9, 2026

SUBJECT:

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve plans & specifications and authorize advertisement for bids for the 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03).

BACKGROUND/KEY POINTS:

The proposed project area includes the streets of 17th St N from 1st Ave N to 5th Ave N and 4th Ave N from 14th St N to 17th St (map attached). These streets are included in the City's 2026-2030 Capital Improvement Plan and are scheduled for construction of improvements in 2026.

On December 8, 2025, the City Council ordered the preparation of the Engineer's Report, to consider making improvements to these streets. The report was completed by City staff under the direction of the City Engineer, made recommendations for various street and utility improvements, and was received by the Council on February 23, 2026. Following receipt of the report, the Council ordered preparation of plans & specifications for the making of the recommended improvements as proposed in the report.

The City Engineering Department has prepared plans & specifications for the proposed improvements under the direction of the City Engineer. The streets within this project area have been combined into one contract to simplify construction administration and maximize the economy of scale, while keeping the total contract size to a scope that is suitable for most local contractors. City staff recommends that the Council approve the plans & specifications and authorize advertisement for bids.

On March 9, 2026, a virtual public information presentation will be made available on the City website. The public information presentation is intended to solicit resident/owner feedback prior to receiving bids. A letter will be mailed to the abutting property owners notifying them of the presentation, how to contact staff to ask questions or submit comments regarding the proposed design, and requesting feedback by March 25, 2026. If any changes are recommended by the City Engineer in response to resident feedback, they can be incorporated into the plans prior to receiving bids.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	December 8, 2025
Receive Engineer's Report, Order Plans & Specs, and Call for a Public Hearing	February 23, 2026
Approve Plans & Specs and Authorize Ad for Bids	March 9, 2026
Receive Bids	April 1, 2026



City Council Communication

March 9, 2026

Hold Public Hearing, Order Improvements, Declare Intent to Assess & Award Bid	April 13, 2026
Anticipated Construction Schedule	May – Sept., 2026
Hold Assessment Hearing	Fall 2026

FINANCIAL CONSIDERATIONS:

The cost of the above requested actions is negligible at this time and consists of printing and mailing costs. The total project cost, including contingencies and fees, is preliminarily estimated at \$2,283,000. It is proposed to finance the project through the PIR Fund using a General Obligation Improvement Bond, and to assess approximately \$460,000 of the total project cost to the benefiting properties in accordance with the City's Special Assessment Policy. The balance of the project cost (\$1,823,000) will be paid as a City share.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City Engineer

Attachments: Location Map

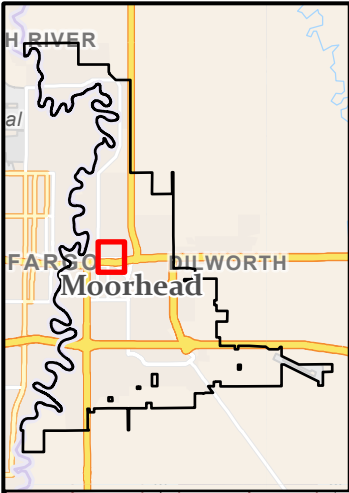
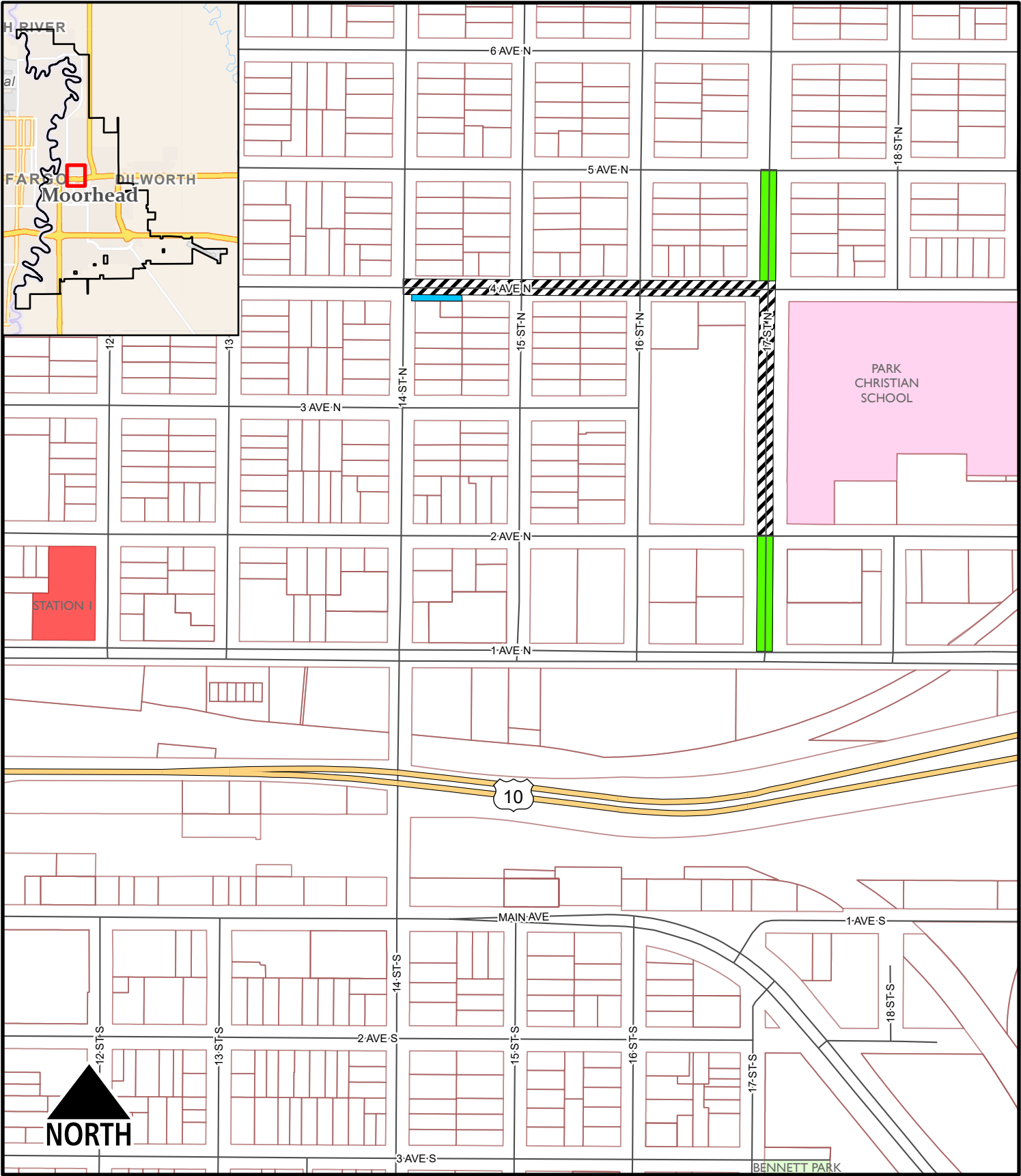


LEGEND

- MILL & OVERLAY
- REHABILITATION - BITUMINOUS PAVEMENT
- PROPOSED 5' SIDEWALK

Project 26-A2-03

REHABILITATION OF 4TH AVE N FROM 14TH ST N TO 17TH ST N.
PROPOSED 5' SIDEWALK ON 4TH AVE N.
REHABILITATION AND MILL & OVERLAY OF 17TH ST N FROM 1ST TO 5TH AVE N.



RESOLUTION

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03)

WHEREAS, pursuant to a resolution passed by the City Council on February 23, 2026, City staff has prepared plans & specifications for the 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03) under the direction of the City Engineer and such plans are presented to the Council for approval.

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

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

PASSED: March 9, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

March 9, 2026

SUBJECT:

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Prairie Parkway 3rd Addition Street & Utility Improvements (Eng. No. 26-A6-02)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve the plans & specifications and authorize advertisement for bids for the above-referenced project.

BACKGROUND/KEY POINTS:

On December 8, 2025, the City Council approved the final plat for Prairie Parkway 3rd Addition, a 7.88 acre, 43 lot, residential subdivision. The Developer intends to have the City install the public infrastructure, with the goal having some building permits issued to begin some housing construction yet this year, and to assess 100% of the cost to the benefiting property in accordance with Minnesota Statutes Annotated, Chapter 429 (MS §429). On February 9, 2026, the Council ordered the preparation of plans & specifications for the proposed improvements. Lowry Engineering has completed the plans & specifications for the proposed improvements under the direction of the City Engineer. Staff recommends that the Council approve the plans & specifications and authorize the advertisement for bids.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	February 9, 2026
Receive Engineer's Report, Order Plans & Specs	February 9, 2026
Approve Plans & Specs and Authorize Ad for Bids	March 9, 2026
Receive Bids	April 1, 2026
Receive Petitions, Order Improvements, Declare Intent to Assess & Award Bid	April 13, 2026
Anticipated Construction Schedule	May-Oct, 2026
Hold Assessment Hearing	Fall 2027

FINANCIAL CONSIDERATIONS:

The cost of tonight's actions is minimal (less than \$1,000 for the printing and mailing costs). Ultimately, if the project is ordered and constructed as proposed, the total project cost, including contingencies and fees is preliminarily estimated to be in the range of \$1,700,000 to \$1,820,000. The project is proposed to be financed through the PIR fund, and 100% of the total project cost will be assessed to the benefiting property.

Voting Requirements: Majority of Council

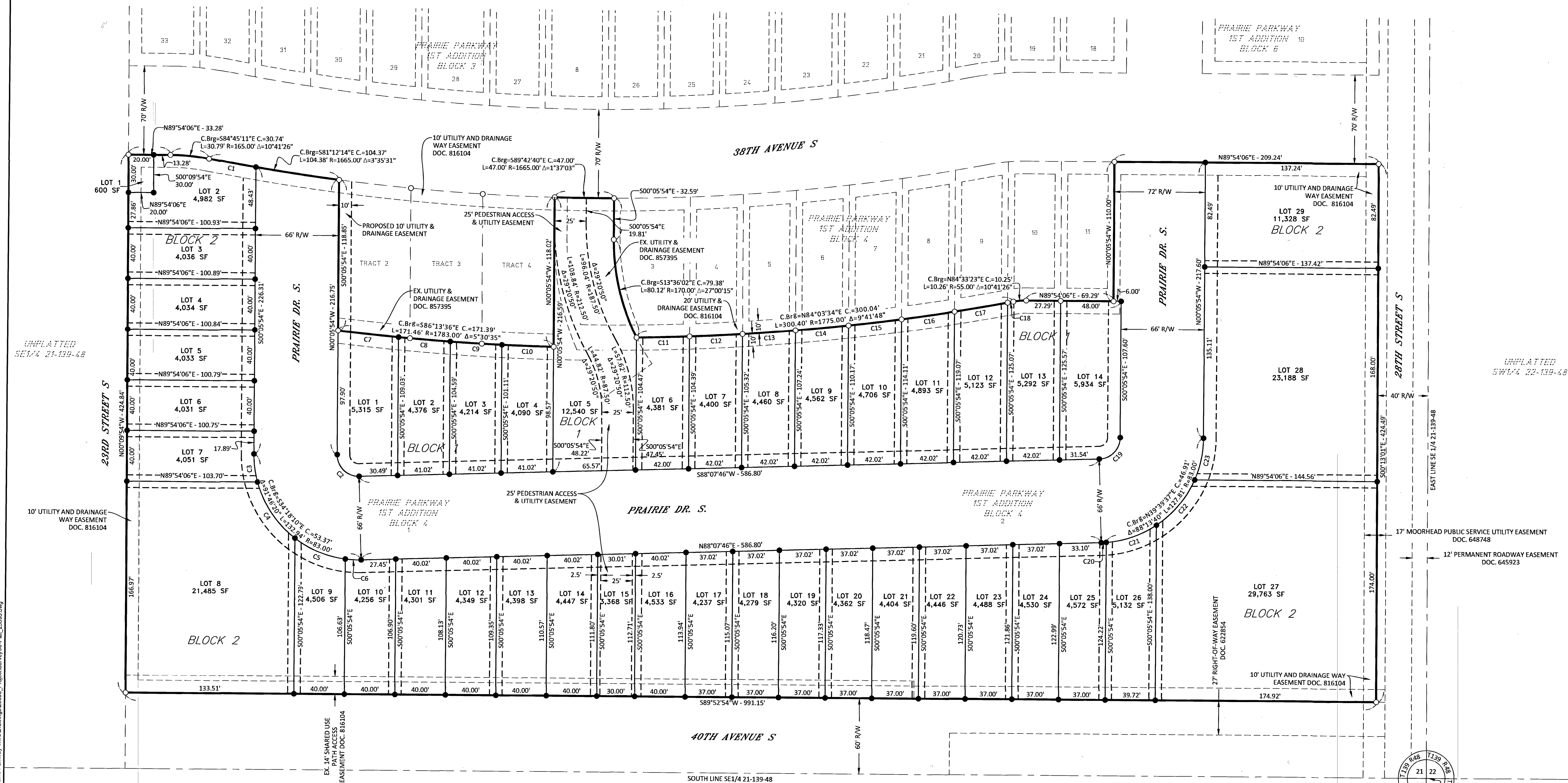
Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City engineer

Attachments: Location Map

PRAIRIE PARKWAY 3RD ADDITION

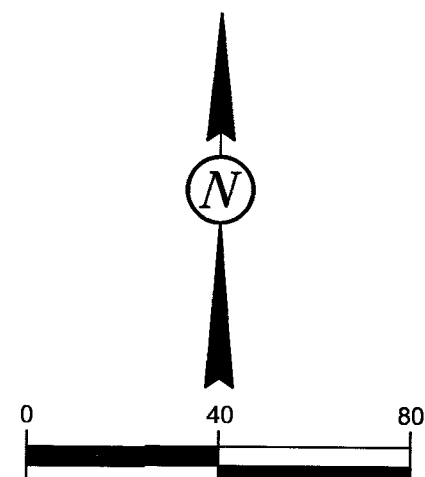
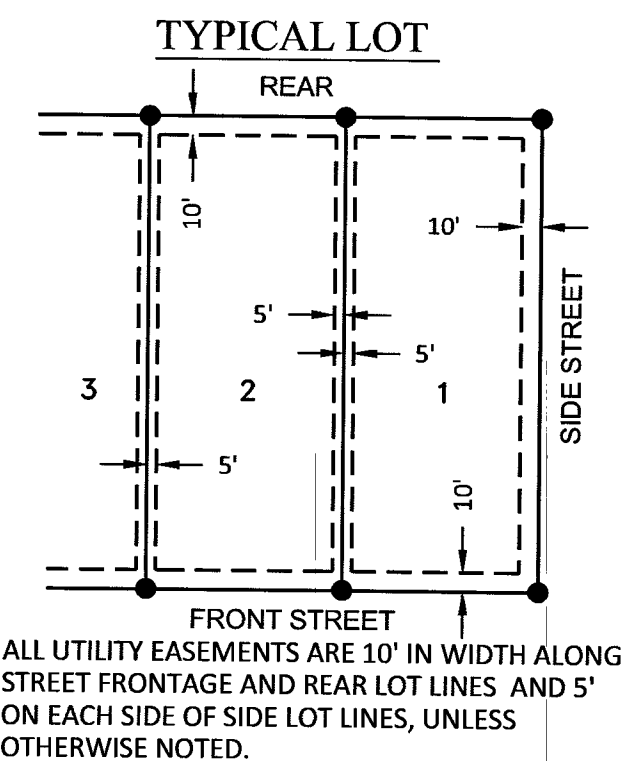
A REPLAT OF LOT 2 AND PART OF LOT 1, BLOCK 4 OF PRAIRIE PARKWAY 1ST ADDITION,
TO THE CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA



CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	37.69'	1665.00'	1°17'49"	S80°03'23"E	37.69'
C2	27.23'	17.00'	91°46'20"	N45°59'04"W	24.41'
C3	22.38'	83.00'	15°27'06"	S07°49'27"E	22.32'
C4	54.33'	83.00'	37°30'20"	S34°18'10"E	53.37'
C5	43.64'	83.00'	30°07'22"	S68°07'01"E	43.14'
C6	12.59'	83.00'	8°41'32"	S87°31'28"E	12.58'
C7	48.25'	1783.00'	1°33'02"	S84°14'50"E	48.25'
C8	41.12'	1783.00'	1°19'17"	S85°40'59"E	41.12'

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C9	41.06'	1783.00'	1°19'10"	S87°00'13"E	41.06'
C10	41.02'	1783.00'	1°19'05"	S88°19'21"E	41.02'
C11	42.00'	1775.00'	1°21'21"	N88°13'48"E	42.00'
C12	42.06'	1775.00'	1°21'28"	N86°52'24"E	42.06'
C13	42.12'	1775.00'	1°21'35"	N85°30'53"E	42.12'
C14	42.21'	1775.00'	1°21'45"	N84°09'12"E	42.21'
C15	42.33'	1775.00'	1°21'59"	N82°47'20"E	42.33'
C16	42.47'	1775.00'	1°22'15"	N81°25'14"E	42.46'

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C17	42.63'	1775.00'	1°22'34"	N80°02'50"E	42.63'
C18	4.58'	1775.00'	0°08'52"	N79°17'06"E	4.58'
C19	26.18'	17.00'	88°13'40"	S44°00'56"W	23.67'
C20	3.92'	83.00'	2°42'28"	N86°46'32"E	3.92'
C21	42.51'	83.00'	29°20'50"	N70°44'53"E	42.05'
C22	47.56'	83.00'	32°49'41"	N39°39'37"E	46.91'
C23	33.82'	83.00'	23°20'41"	N11°34'27"E	33.58'



LEGEND	
●	MONUMENT SET
○	MONUMENT FOUND
P.O.C.	POINT OF COMMENCEMENT
P.O.B.	POINT OF BEGINNING
R/W	RIGHT OF WAY
---	EX. EASEMENT
---	EX. PROPERTY LINE
---	EX. SECTION LINE
---	PROPERTY BOUNDARY LINE
---	NEW ROW/PROPERTY LINE
---	NEW EASEMENT LINE

SURVEY INFORMATION

DATE OF SURVEY: 03-25-20
BASIS OF BEARING: CITY OF MOORHEAD COORDINATE SYSTEM - [NAD83(1986) MNDOT CLAY COUNTY COORDINATES].

NOTES

1. TOTAL PLAT ACREAGE = 7.88
2. PROPOSED 10' UTILITY & DRAINAGE EASEMENT SHOWN ON THIS PLAT IS NOT DEDICATED VIA THIS PLAT, AND SUCH EASEMENT IS NOT EFFECTIVE UNTIL CREATED IN A SEPARATELY RECORDED DOCUMENT IN CONJUNCTION WITH THIS PLAT

RESOLUTION

Resolution to Approve Plans & Specifications for Prairie Parkway 3rd Addition Street & Utility Improvements (Eng. No. 26-A6-02)

WHEREAS, pursuant to a resolution passed by the City Council on February 9, 2026, Lowry Engineering has prepared plans & specifications for the proposed Prairie Parkway 3rd Addition Street & Utility Improvements (Eng. No. 26-A6-02) under the direction of the City Engineer and such plans are presented to the Council for approval.

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

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

PASSED: March 9, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

March 9, 2026

SUBJECT:

Resolution to Receive Report and Order Plans & Specifications for Prairie Parkway 4th Addition Street and Underground Utility Improvements (Eng. No. 26-A6-04)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to receive the report and order the preparation of plans & specifications for Prairie Parkway 4th Addition Street and Underground Utility Improvements (Eng. No. 26-A6-04).

BACKGROUND/KEY POINTS:

Prairie Parkway 4th Addition is a replat of a portion of 2nd Addition, and is a proposed 16.49 acre, 79-lot single-family housing subdivision located south of 40th Ave S and between 23rd St S and 28th St S. The Developer intends to construct improvements in 2026. This report is necessary to guide the development of the property. The Developer intends to petition to have the City install the public infrastructure necessary to develop the property and to assess 100% of the cost to the benefiting property in accordance with Minnesota Statutes Annotated, Chapter 429 (MS §429). On February 23, 2026, the Council ordered the preparation of the Preliminary Engineering Report (PER) for the proposed improvements.

In order to use the MS §429 process, it is necessary to follow several steps. One of these is to prepare a PER to evaluate the proposed improvements and make various technical recommendations. The report has been prepared by City staff under the direction of the City Engineer, and finds that the improvements are necessary, cost-effective and feasible to facilitate the development of the lots, that the improvements may be completed as a stand-alone project or combined with some other improvements, and that 100% of the cost of the improvements should be assessed to the buildable lots abutting upon the improvements in the Prairie Parkway 2nd and 4th Additions. Staff recommends that the Council receive the PER and order the preparation of plans & specifications for the making of the proposed improvements in Prairie Parkway 4th Addition. Staff recommends that the City receive bids for the proposed project prior to ordering the improvements in order to have the best information available regarding the actual project costs.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	February 23, 2026
Receive Engineer's Report, Order Plans & Specs	March 9, 2026
Approve Plans & Specs and Authorize Ad for Bids and Call for Public Hearing	March/April, 2026
Receive Bids	April/May, 2026
Receive Petitions, Order Improvements, Declare Intent to Assess & Award Bid	May, 2026
Anticipated Construction Schedule	June – Oct., 2026
Hold Assessment Hearing	Fall 2027



City Council Communication

March 9, 2026

FINANCIAL CONSIDERATIONS:

Ultimately, if the project is ordered and constructed as proposed, the total project cost, including contingencies and fees, is preliminarily estimated to be in the range of \$2,700,000 to \$3,100,000. The project is proposed to be financed through the PIR fund, and 100% of the total project cost will be assessed to the benefiting property.

Voting Requirements: Majority of Council

Submitted By:

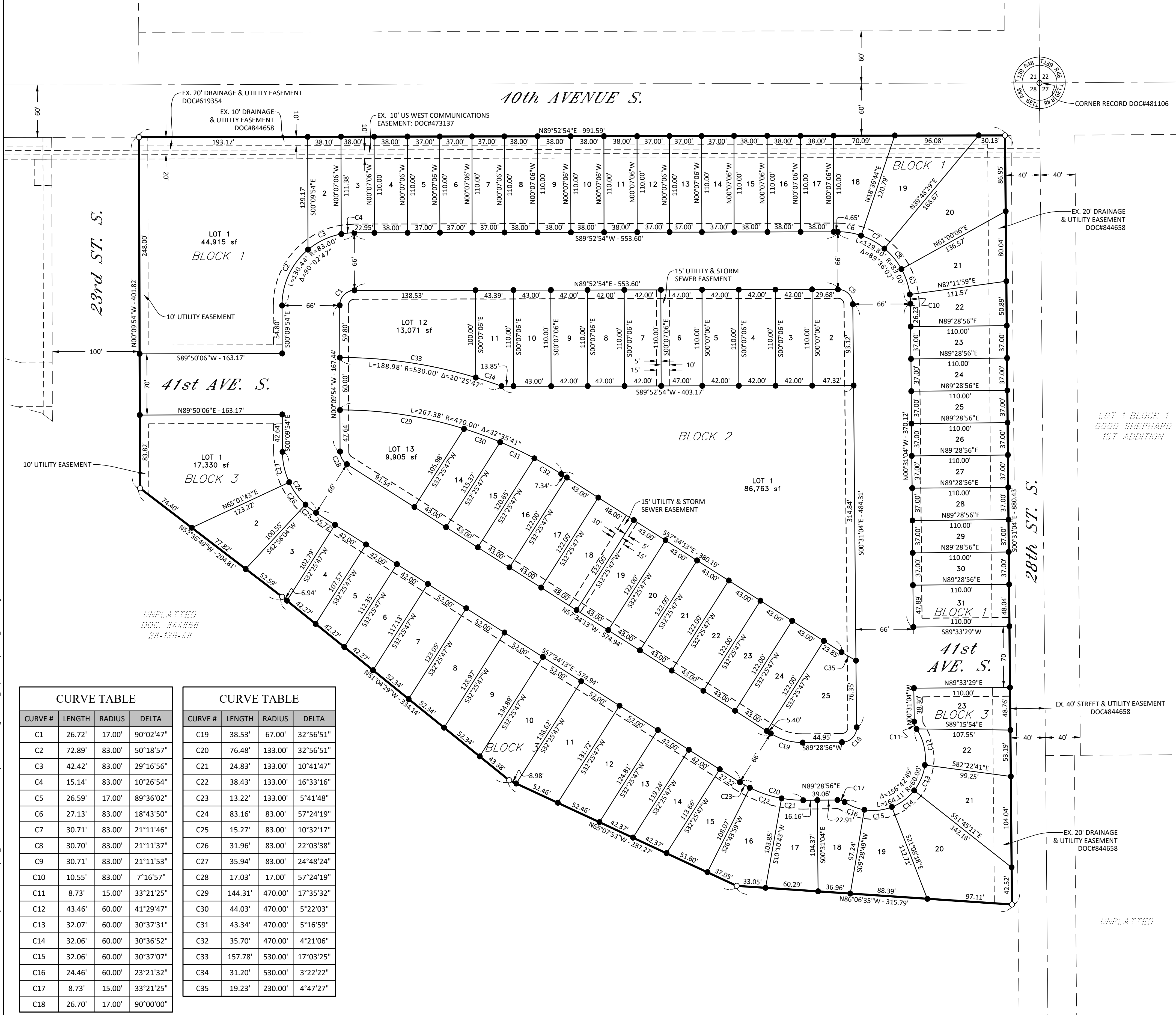
Dan Mahli, City Manager

Tom Trowbridge, City Engineer

Attachments: Prairie Parkway 4th Addition Plat

PRAIRIE PARKWAY 4th ADDITION

A REPLAT OF LOT 1, BLOCK 2, LOT 1, BLOCK 3 AND A VACATION OF PART OF THE 41ST AVENUE SOUTH RIGHT OF WAY OF PRAIRIE PARKWAY 2ND ADDITION TO THE CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA



BLOCK 1			
LOT #	SQUARE FEET	ACRES	
1	44,915	1.03	
2	4,501	0.10	
3	4,187	0.10	
4	4,180	0.10	
5	4,070	0.09	
6	4,070	0.09	
7	4,070	0.09	
8	4,180	0.10	
9	4,180	0.10	
10	4,180	0.10	
11	4,180	0.10	
12	4,070	0.09	
13	4,070	0.09	
14	4,070	0.09	
15	4,180	0.10	
16	4,180	0.10	
17	4,180	0.10	
18	5,700	0.13	
19	7,998	0.18	
20	10,025	0.23	
21	6,450	0.15	
22	4,827	0.11	
23	4,070	0.09	
24	4,070	0.09	
25	4,070	0.09	
26	4,070	0.09	
27	4,070	0.09	
28	4,070	0.09	
29	4,070	0.09	
30	4,070	0.09	
31	5,276	0.12	

BLOCK 2			
LOT #	SQUARE FEET	ACRES	
1	86,763	1.99	
2	5,103	0.12	
3	4,620	0.11	
4	4,620	0.11	
5	4,620	0.11	
6	5,170	0.12	
7	4,620	0.11	
8	4,620	0.11	
9	4,620	0.11	
10	4,730	0.11	
11	4,621	0.11	
12	13,071	0.30	
13	9,905	0.23	
14	4,774	0.11	
15	5,089	0.12	
16	5,230	0.12	
17	5,246	0.12	
18	5,856	0.13	
19	5,246	0.12	
20	5,246	0.12	
21	5,246	0.12	
22	5,246	0.12	
23	5,246	0.12	
24	5,246	0.12	
25	7,880	0.18	

BLOCK 3			
LOT #	SQUARE FEET	ACRES	
1	17,330	0.40	
2	5,782	0.13	
3	5,055	0.12	
4	4,417	0.10	
5	4,618	0.11	
6	4,819	0.11	
7	6,245	0.14	
8	6,553	0.15	
9	6,860	0.16	
10	7,159	0.16	
11	7,029	0.16	
12	6,670	0.15	
13	5,125	0.12	
14	4,891	0.11	
15	5,073	0.12	
16	5,798	0.13	
17	5,215	0.12	
18	4,716	0.11	
19	5,954	0.14	
20	9,988	0.23	
21	7,239	0.17	
22	4,721	0.11	
23	5,233	0.12	

LEGEND

- MONUMENT SET
- MONUMENT FOUND
- RIGHT OF WAY
- EX. EASEMENT
- EX. PROPERTY LINE
- EX. SECTION LINE
- PROPERTY BOUNDARY LINE
- NEW ROW/PROPERTY LINE
- NEW EASEMENT LINE

SURVEY INFORMATION

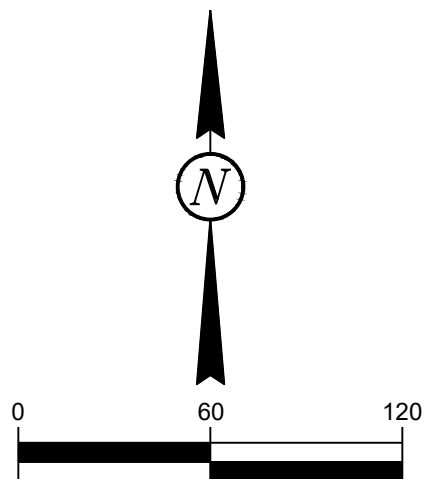
DATE OF SURVEY: 03-25-20

BASIS OF BEARING: CITY OF MOORHEAD COORDINATE SYSTEM - [NAD83(1986) MNDOT CLAY COUNTY COORDINATES].

NOTES

1. TOTAL PLAT ACREAGE = 16.49

2. PROPOSED 30' SHARED ACCESS AND UTILITY EASEMENTS SHOWN ON THIS PLAT ARE NOT DEDICATED VIA THIS PLAT, AND SUCH EASEMENTS ARE NOT EFFECTIVE UNTIL CREATED IN A SEPARATELY RECORDED DOCUMENT IN CONJUNCTION WITH THIS PLAT



SHEET 2 OF 2

LOWRY ENGINEERING

5306 51ST AVENUE SOUTH, SUITE A
FARGO, NORTH DAKOTA 58104

01/12/26 01:22:28PM Z:\Lowry Shared Files\Projects_2025\5093.1 - Prairie Parkway 4th Addition\Drawings\25093.1 - Project\Survey\XC-Plat_25093.1.dwg

RESOLUTION

Resolution to Receive Report and Order Plans & Specifications for Prairie Parkway 4th Addition Street & Underground Utility Improvements (Eng. No. 26-A6-04)

WHEREAS, pursuant to a resolution of the City Council dated February 23, 2026, staff has prepared a preliminary engineering report to consider the making of the Prairie Parkway 4th Addition Street & Underground Utility Improvements (Eng. No. 26-A6-04); and

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

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

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

1. The Council hereby receives the Preliminary Engineering Report for Prairie Parkway 4th Addition Street and Underground Utility Improvements (Eng. No. 26-A6-26). Such improvements are necessary, cost-effective, and feasible as detailed in the Preliminary Engineering Report, and may be completed as a stand-alone project or combined with some other improvements.
2. The City Engineer is hereby designated as the engineer for this improvement, and plans & specifications for the making of such improvements shall be made under the supervision of the City Engineer.

PASSED: March 9, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk