



**CITY COUNCIL
MEETING AGENDA
MARCH 23, 2026 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.**

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

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

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

5. Recognitions/Presentations
 - A. MoorHeart Recognition: Austin Fellman
 - B. Swearing In of Sergeant Jonathan Hanson
 - C. Proclamation: Kurdish Heritage Month
 - D. Presentation: PartnerSHIP 4 Health - Growing Our Regional Food Leadership
 - E. Presentation: Age Friendly Moorhead
6. Approve Minutes
 - A. March 9, 2026 Meeting Minutes
7. Citizens Addressing the Council (Time Reserved: 15 Minutes)
8. *Mayor and Council Appointments
9. Public Hearings (5:45 pm)
 - A. Public Hearing for Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions (Eng. No. 26-A2-05)
 - B. Resolution to Order Improvements and Declare Official Intent for Eng. No. 26-A2-05 & Eng. No. 26-13-01
 - C. Resolution to Award Bid for Eng. No. 26-A2-05

- D. Public Hearing for 18 St N, 21st St N, 53rd Ave N, 52 Ave N, 51st Ave N, 49 Ave N, and Crystal Creek Dr Bituminous Mill & Overlay (Eng. No. 26-A2-02)
- E. Resolution to Order Improvements and Declare Official Intent for Eng. No. 26-A2-02
- F. Resolution to Award Bid for Eng. No. 26-A2-02
- G. Public Hearing for Partridge Creek Addition Street & Underground Utility Improvements, Stormwater Pond, and 28 St Improvements (Eng. No. 25-A6-03)
- H. Resolution to Receive Petitions and Approve Special Assessment Agreement for Eng. No. 25-A6-03
- I. Resolution to Order Improvements and Declare Official Intent for Eng. No. 25-A6-03 & Eng. No. 22-13-04
- J. Resolution to Award Bid for Eng. No. 25-A6-03

10. Community Development Department

- A. *Resolution to Approve Minor Subdivision — 4151 & 4301 28th Ave S - Parcels 58.900.2865 & 58.900.2855

11. Economic Development

12. Engineering Department

- A. *Resolution to Award Bid for the 2026 Wastewater Treatment Facility Roof Replacement Project, Phase 5 (Eng. No. 26-06-03)
- B. *Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 40th Ave S Mill & Overlay from 8 St to 20 St (Eng. No. 26-A2-01)
- C. *Resolution to Approve Temporary Easements for Temporary Construction Access for Center Avenue from 8th St to 10th St (Eng. No. 25-02-01)

13. Fire Department

14. Moorhead Public Service

15. Parks and Recreation Department

16. Police Department

- A. *Resolution to Approve the Joint Powers Agreement – Minnesota Anti-Heroin Task Force (AHTF) Renewal
- B. *Resolution to Approve Joint Powers Agreement – Minnesota Human Trafficking Investigators Task Force (MNHITF)
- C. *Resolution to Approve Joint Powers Agreement with the Minnesota Internet Crimes Against Children (ICAC) Task Force

- D. *Resolution to Approve Declaration of Surplus Equipment – Police Department Handguns, Holsters, and Weapon Lights and Authorizing the Sale of Surplus

17. Public Works

18. Administration

- A. *Resolution to Approve Labor Agreement and Memorandum of Understanding Between the City of Moorhead and Law Enforcement Labor Services (LELS) Local 610 - Battalion Chiefs
- B. *Resolution to Approve the Consumption of Beer on the Premises of the Moorhead Youth Hockey Arena on April 3 & 4, 2026

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 23, 2026

SUBJECT:

MoorHeart Recognition: Austin Fellman

RECOMMENDATION:

The Mayor and City Council are asked to recognize and honor Austin Fellman with the MoorHeart award.

BACKGROUND/KEY POINTS:

The MoorHeart award recognizes individuals and organizations that go above and beyond to demonstrate community within our City by their actions and service. A team of volunteers from City boards and commissions selects award recipients who are recognized at City Council meetings. The MoorHeart selection committee chose to recognize Austin Fellman for his leadership of Special Olympics Concordia College which celebrates individuals for who they are.

Austin works to organize and create opportunities for Special Olympic athletes to feel seen, valued and included. Through this program, athletes come together to compete, participate in a team, and build connections. His leadership style is enthusiastic, inclusive and patient.

Austin was nominated by several individuals, including parents and Concordia associates. The glowing nominations highlighted his initiative and communication, which has increased participation by the athletes and created an inclusive environment compelling others on campus to join in the fun.

The City of Moorhead thanks Austin for his contribution to Moorhead. His dedication and motivation to improving lives of others to make Moorhead a better and supportive place. Thank you, Austin!

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

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

FINANCIAL CONSIDERATIONS:

N/A

Voting Requirements: N/A

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Government Affairs Director

Attachments: N/A



City Council Communication

March 23, 2026

SUBJECT:

Promotion and Swearing-In of Detective Jonathan Hanson to the Rank of Sergeant

RECOMMENDATION:

Information only — no action requested.

BACKGROUND/KEY POINTS:

A promotional process for the position of Sergeant was recently completed, and Detective Jonathan Hanson was selected by the City Manager to fill the current vacant position. Sgt. Hanson is being sworn into his new role.

Sergeant **Hanson** grew up in Sunburg, Minnesota, and graduated from Belgrade-Brooten-Elrosa High School before earning his Law Enforcement degree from Alexandria Technical College. After graduation, he served in the United States Navy, including a 9-month deployment to Guantanamo Bay, Cuba, where he worked in detainee operations with High Value Detainees. He later completed his bachelor's degree in Criminal Justice at MSUM.

Sergeant Hanson worked at the Clay County Jail before joining the Moorhead Police Department in June 2014. His last assignment prior to promotion was serving as a detective in the Criminal Investigations Unit.

Throughout his 11 years with MPD, Sergeant Hanson has contributed extensively to the department through secondary roles, including Honor Guard member; Bike Patrol; Defensive Tactics and EVOC instructor; a Field Training Officer; and S.W.A.T. Crisis Negotiations—where he currently serves as the Team Leader for the Crisis Negotiations Team on Red River Valley SWAT.

FINANCIAL CONSIDERATIONS:

Promotion is within the approved staffing structure.

Voting Requirements: N/A

Submitted By:

Dan Mahli, City Manager

Chris Helmick, Chief of Police

Attachments:

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

WHEREAS, *the Kurdish community has been an integral part of Moorhead, contributing significantly to the city's social, cultural, and economic growth; and*

WHEREAS, *the Kurdish people have enriched Moorhead through their dedication to business, labor, education and advocacy, playing a vital role in the city's workforce, entrepreneurship, and community engagement; and*

WHEREAS, *Moorhead is home to one of the largest Kurdish populations in the region and their contributions continue to strengthen the city's diversity, economy and inclusivity; and*

WHEREAS, *Kurdish Americans in Moorhead actively promote social justice, human rights, and cultural awareness, enhancing the fabric of the community through civic engagement and leadership; and*

WHEREAS, *Newroz, the Kurdish New Year, is celebrated on March 20th and symbolizes renewal, unity, and hope for the future, and is widely observed by the Kurdish community in Moorhead; and*

WHEREAS, *the City of Moorhead recognizes and honors the contributions of Kurdish residents, their cultural heritage, and their ongoing efforts to foster a more inclusive and prosperous community for all;*

NOW, THEREFORE, BE IT RESOLVED, *That I, Shelly Carlson, Mayor of City of Moorhead, do hereby proclaim the month of March 2026 as:*

KURDISH HERITAGE MONTH

And encourage all residents to celebrate the rich history, culture, and contributions of the Kurdish people.

IN WITNESS WHEREOF, *I have set my hand and caused the Official Seal of the City of Moorhead to be affixed this 23rd day of March, 2026.*


Shelly Carlson, Mayor
City of Moorhead



FOR IMMEDIATE RELEASE

Growing Our Regional Food Leadership: A Community Conversation on Capacity & Funding

Clay County, Minnesota — Community members across the region are invited to attend *Growing Our Regional Food Leadership: A Conversation on Community, Capacity & Funding*, a hybrid event taking place Tuesday, April 7th from 4:00–6:00 p.m.

This gathering will be hosted simultaneously at five regional site locations:

- **Morris Public Library, 102 E 6th St, Morris**
- **Family Service Center, Room 8, 715 11th St N, Moorhead**
- **Sourcewell Office, 202 12th St NE, Staples**
- **Stearns County Service Center, Room 1104C/D
3301 County Road 138, Waite Park**
- **Otter Tail County Government Services Center, Dead Lake Room
560 Fir Ave W, Fergus Falls**

Participants are encouraged to attend the site nearest to them to connect in person with others in their community. A virtual option will also be available. In the event of inclement weather, the event will transition to a fully virtual format.

The event is designed for farmers, nonprofit leaders, economic development professionals, educators, advocates, and residents who care about strengthening the regional food system.

Attendees will:

- Learn about the Food Council's role in advancing regional food system priorities
- Explore how community members can shape future initiatives
- Brainstorm ways that Climate Smart Food Systems funding could be used in our region
- Receive a sneak preview of an upcoming capacity-building training series focused on using AI tools to identify funding opportunities and support grant writing
- Build connections with others committed to resilient local food systems

The session is interactive, accessible, and designed for participants of all experience levels. No background in AI or grant writing is required.

The Food Council is currently welcoming new members and partners. This event offers an opportunity to learn more, ask questions, and explore how to get involved.

Please register for the event by March 31. If you register for one of the five in-person meeting locations, a complimentary light supper will be provided.

To register, visit the following link:

<https://us06web.zoom.us/join/PWTfmYxUTwCL6fhOV7FVjA#/registration>

For media inquiries, contact:

Jason Bergstrand

Manager, PartnerSHIP 4 Health

701-306-5280

Jason.Bergstrand@claycountymn.gov

Age-Friendly Moorhead

*Creating together, a
supportive, healthy, and
vibrant community*



Moorhead City Council Meeting
March 23, 2026



ABOUT US

Presenters:

Jane Stumbo

jane@nwrdc.org

Valerie Ritland

vvritland@yahoo.com

Jennifer Erickson

jennifere@freedomrc.org

Jim McKinstra

Jim.McKinstra@lssmn.org

*A multidisciplinary collaborative
focused on cultivating a community
that engages all ages*



THE MOVEMENT: AGE-FRIENDLY MINNESOTA & AGE-FRIENDLY MOORHEAD

- As of July 2025, Minnesota is 1 of 12 states that has a Multisector Blueprint for Aging (also known as Multisector Plan on Aging -MPA)
- Minnesota joined the network in January 2022 as the 9th state
- Age-Friendly Moorhead (AFM) convened in 2024 as part of a broader state effort to address concerns in Moorhead & surrounding areas
- In 2026, AFM is working to connect with partners to initiate community projects based on data collected from Moorhead seniors

AGE-FRIENDLY MOORHEAD -ACCOMPLISHMENTS

- **Attained MSUM graduate student to assist for two semesters to help facilitate Age-Friendly priorities**
- Set up and conducted 7 listening sessions throughout Moorhead
- Compiled data on what areas need action to be a community for all ages over a lifetime (see listening session data handout)
- **Created & completed Age-Friendly Mhd logo with the talent of another MSUM student**

WHY THIS MATTERS

- According to the U.S. Census Bureau, by 2034, people age 65 and older will outnumber those under 18 for the first time in U.S. history
- By 2060, nearly 1 in 4 people will be at 65 years of age
- Shifting demographic presents opportunities for communities to prepare for rapid growth of 65+ population
- Well-designed, age-friendly communities foster economic growth, greater quality of life, and healthier residents of all ages
- Age-friendly environments have physical environments that work for everyone (universal design)
- Age-friendly communities can increase availability of volunteers

KEY CHALLENGES & OPPORTUNITIES

IDENTIFIED IN COMMUNITY LISTENING SESSIONS



COMMUNITY INFRASTRUCTURE & AMENITIES

- Rest areas- walking paths
- Indoor walking tracks
- Transportation;
accessibility of bus stops
- Additional retail stores

COMMUNITY EVENTS ACCESS

- Lack of centralized event
information (or awareness
of such a resource)
- Interest in daytime events
& intergenerational events
- Interest in “Movies for
Grown ups series

HOUSING: AFFORDABLE & ACCESSIBLE



- High demand, low
availability
- Limited accessible units
- Absence of universal design
& alternative housing

OUTDOOR & WELLNESS

- Outdoor games &
swimming
- Community gardens;
indoor botanical garden
- Musical performances

TESTIMONIAL

“ As an 18-year member of the Moorhead Fire Department, I can say that we get a significant number of calls that are directly related to the mobility issues our seniors struggle with, both in their homes and in the community at large. This puts more pressure on our EMS system and results in preventable injuries and hospitalizations. There is great value in looking at community-wide efforts to address these issues to make our city safer and more welcoming for our aging population.”

Kevin Salisbury



SOLUTIONS: WHERE DO WE START & WHO ARE POTENTIAL PARTNERS?

GENERATING IDEAS

- Bench program
- Educating businesses- dispersed areas to rest
- Strategies to bring businesses to Moorhead
- Central Activities Hub & Information sharing
- Housing Summit or Round Table dialogue (universal design) w/ stakeholders

POTENTIAL PARTNERS

- Aging community
- City of Moorhead
 - City Council
 - Parks & recreation
 - Community Develop.
- Mhd Public Library
- FMWF Chamber of Commerce
- Building Industry Association of the RRV

LISTENING SESSIONS: ADDITIONAL FEEDBACK

- Create opportunities for youth/students to teach computer skills to seniors- advances skills to search online for relevant programs/services
- Identify or create transportation options for seniors seeking to attend evening activities (i.e., buses to sporting or musical events)
- Increase accessibility of facilities (private & public)
 - example weight of doors often hinders mobility for those using canes & walkers
- Organize neighborhood watch groups- foster safety & engagement

PARTNERING OPPORTUNITIES: NEXT STEPS

- Discuss common goals and shared outcomes between the City of Moorhead and Age-Friendly Moorhead
- Identify and schedule conversations with key leaders/departments about ways to advance access and age-friendly concepts
- Invite City of Moorhead representative to attend our next Age-Friendly Moorhead meeting (3rd Wednesday of each month @ 12:30)



AGE-FRIENDLY MOORHEAD PARTNERS

- Dancing Sky Area Agency on Aging (NW Regional Development Commission)
- Lutheran Social Services (LSS of MN)
- Lakes & Prairies Community Action (CAPLP)
- Rebuilding Together Fargo-Moorhead Area
- Freedom Resource Center
- Eventide
- Moorhead Residents
- Moorhead Public Library
- Moorhead Fire Department
- Moorhead Senior Center
- AARP – Minnesota

QUESTIONS or COMMENTS?





Contact Information

Creating together, a supportive, healthy, and vibrant community.

Stephanie Aasness

- Age Friendly Moorhead Member/Technical Assistance
- Dancing Sky Area Agency on Aging
 - stephanie@nwrhc.org or 320-766-1856

Valerie Ritland

- Age Friendly Moorhead Member
- Community Member and Educator (retired/still practicing)
 - vvritland@yahoo.com or 701-388-7242

Join a meeting

3rd Wednesday of every month at 12:30pm via Zoom- please contact Stephanie or Val to join.

Resources

Age Friendly MN <https://www.agefriendlymn.org>

AARP Livability [AARP.org/Livable](https://www.aarp.org/Livable)

Listening Session Data

Transportation Issues

- **Volunteer Driver Shortage:** Limited availability of volunteer drivers hampers seniors' access to essential services.
- **Long Wait Times & Scheduling Difficulties:** Services like Valley Senior Services' Metro Senior Ride require advance reservations, often leading to delays.
- **Limited Public Transit Options:** MATBUS services face driver shortages, affecting route availability and frequency.
- **Inaccessible Bus Stops:** Many stops lack basic amenities such as lighting and benches, making them unsuitable for seniors and individuals with disabilities.
- **Handicap Parking Accessibility:** Insufficient or poorly maintained handicap parking spaces pose challenges for mobility.

Affordable Housing Challenges

- **High Demand, Low Availability:** Beyond Shelter Inc. reports to over 172 senior households on the waiting list for affordable housing.
- **Limited Accessible Units:** New developments like 65th Avenue Senior Apartments offer only 16 fully handicapped-accessible units, falling short of demand.
- **Rising Costs:** Construction and renovation expenses increase, making it difficult to meet the growing need for affordable housing.

Accessibility Concerns

- **Unsafe Sidewalk Conditions:** Icy, slippery sidewalks and potholes create hazards for seniors, especially in parking lots.
- **Inadequate Store Layouts:** Narrow aisles and heavy doors in stores hinder mobility for individuals using walkers, wheelchairs, or canes.
- **Lack of Accessible Public Facilities:** Public buildings like post offices and libraries often lack proper accessibility features.
- **Inaccessible Housing Features:** Many homes lack walk-in showers, grab bars, and other essential accessibility modifications.

Community Events Accessibility

- **Lack of Centralized Event Information:** Residents often struggle to find comprehensive listings of local events.
- **Integration Challenges for New Residents:** Newcomers report difficulties in connecting with the community and accessing information.
- **Limited Indoor Activities:** A shortage of indoor venues for social and recreational activities, especially during colder months.
- **Winter Accessibility Issues:** Walking paths become hazardous due to ice and snow, limiting mobility.

Cultural and Recreational Opportunities

- **Desire for Diverse Cultural Events:** Interest in a variety of cultural activities, including music, dance, and theater.
- **Interest in "Movies for Grown-Ups":** Demand for film screenings catering to adult audiences.
- **Traditional Music and Dance Groups:** Interest in old-time music and dance gatherings.
- **Volunteer Opportunities:** Need centralized information on volunteer groups and opportunities.

Community Infrastructure and Amenities

- **Restaurants and Local Businesses:** Desire for a wider variety of dining options and support for local businesses.
- **Neighborhood and Street Upkeep:** Concerns about the maintenance of neighborhoods and streets, including potholes and street paintings.
- **Rest Areas on Walking Paths:** Need for benches and shaded areas along walking paths for resting.
- **Indoor Walking Tracks:** Availability of indoor tracks for walking, especially during winter months.
- **Community Rooms and Cooking Facilities:** Spaces equipped for hosting events with family and friends, including cooking facilities.

Outdoor and Wellness Activities

- **Outdoor Games and Swimming:** Interest in spaces for outdoor games and swimming facilities.
- **Community Gardens:** Desire for community gardens to promote local food production and community bonding.
- **Indoor Botanical Gardens:** Interest in indoor botanical gardens for relaxation and education.
- **Music Events:** Desire for more music events, including concerts and performances.

Intergenerational and Daytime Activities

- **Daytime Event Scheduling:** Preference for events to be scheduled during the day rather than at night.
- **Combining Generations at Events:** Interest in events that bring together different generations.
- **Neighborhood Watch Groups:** Interest in establishing or supporting neighborhood watch groups for safety and community engagement.



Age-Friendly Minnesota (AFMN) is a collaborative statewide effort to make the state a better place to grow older.

Led by the Age-Friendly Minnesota Council, AFMN works to elevate and coordinate aging across state agencies and beyond. It also seeks to reframe how aging is perceived and included in plans and policies.

With more than one million Minnesotans already over 65, we have an enormous opportunity for innovation and collective effort to ensure Minnesota is ready for major demographic shifts.

AFMN's two major initiatives include the state's first multisector plan for aging, and its grants program:

Multisector Blueprint for Aging



The Multisector Blueprint for Aging is the first plan of its kind in Minnesota. As our population grows older, the Blueprint guides us as we reimagine our communities as more age-inclusive places on every front — from housing and transportation to social connection and financial security.

Learn more on the other side!

Age-Friendly Minnesota Grants



AFMN Grants fund efforts that make our systems and environments better for aging. Launched in 2023 with funding from the MN Legislature, AFMN Grants have awarded approximately \$7 million to support 148 unique projects across the state, many of which help fulfill Blueprint goals.

The AFMN Council was established in 2019 and has 15 members: nine State agencies, and six Governor-appointed community members. State agencies include:

- Metropolitan Council
- MN Board on Aging (MBA)
- MN Dept. of Commerce
- MN Dept. of Employment and Economic Development (DEED)
- MN Dept. of Health (MDH)
- MN Dept. of Human Services (DHS)
- Dept. of Transportation (MNDOT)
- MN Dept. of Veterans Affairs (MDVA)
- Minnesota Housing

Learn more! Scan the QR code or visit us online at mn.gov/dhs/age-friendly-mn/

✉ MN.DHS.AgeFriendlyMN@state.mn.us



MINNESOTA'S Multisector Blueprint for Aging



Minnesota's Multisector Blueprint for Aging is a new plan for the future developed with input from thousands of Minnesotans. The Blueprint, launched in December 2024, brings together state and local government, nonprofits, philanthropy, healthcare and other

partners to ensure we seize the opportunities and meet the challenges associated with demographic shifts. The Blueprint has galvanized new partnerships, new energy and new ideas to help us achieve an age-friendly state.

The Blueprint includes four domains, or major focus areas, and corresponding strategies:



Connected Communities

- Affordable Housing for the Lifespan
- Multimodal Transportation Options
- Public Spaces for All Ages and Seasons
- Digital Engagement



Emergency Preparedness, Individual Rights & Safety

- Financial Security as We Age
- Community and Economic Contributors



Optimized Health and Longevity

- Integrated Care: Health, Services and Supports
- Promoting Healthy Living
- Thriving Direct Care Workforce
- Support for Family, Friend and Neighbor Caregiving



Economic Security and Vitality

- Inclusive Emergency Preparedness and Response
- Elder Justice



Help bring the Blueprint to life: Join an Action Team!

Join the statewide effort now unfolding to move this work forward! Cross-sector Action Teams are working to advance the Blueprint. Action Teams include subject matter experts from a variety of fields, state agencies, community members and more.



**Action Teams are launching on a rolling basis.
Scan the QR code to sign up for a team!**



In a livable community, people of all ages can ...



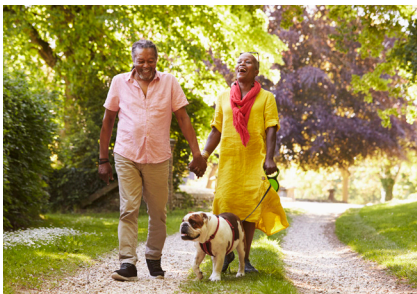
Go for a walk



Ride a bike



Get around without a car



Spend time outdoors



Work or volunteer



Participate in activities



Enjoy public places



Socialize



Buy healthy food



Find needed services



Live safely and comfortably



... and make their city, town or
neighborhood a lifelong home.

Learn more at [AARP.org/Livable](https://www.aarp.org/Livable)

AARP[®] LIVABLE COMMUNITIES RESOURCES

The AARP Livable Communities initiative supports the efforts of neighborhoods, towns, cities and rural areas to be great places for people of all ages by providing safe, walkable streets; age-friendly housing and transportation options; access to needed services; and opportunities for residents of all ages to participate in community life.

AARP Livable Communities Website

Our website is the entrance to a library of livability content and materials, including publications, articles, photo albums, and inspiring ideas and how-to's for local leaders and community advocates.

Visit: [AARP.org/Livable](https://www.aarp.org/Livable)

AARP Network of Age-Friendly States and Communities

The age-friendly network serves as a catalyst for local leaders (both elected officials and involved residents) to implement the types of changes that make communities more livable for older adults and people of all ages. Learn which towns, cities, counties and states have enrolled.

Visit: [AARP.org/AgeFriendly](https://www.aarp.org/AgeFriendly)

AARP Community Challenge

Our annual grant program helps communities become more livable by providing funds for quick-action projects that make immediate, tangible improvements and jump-start long-term change. Subscribe to our newsletter (see the next item) and be among the first to know when the next application window opens.

Visit: [AARP.org/CommunityChallenge](https://www.aarp.org/CommunityChallenge)

AARP Livable Communities Newsletter

Created for community influencers — elected officials, local leaders, advocates, municipal staff, placemaking professionals and interested residents — our free weekly e-newsletter contains inspiring information about livability opportunities and efforts.

Subscribe: [AARP.org/LivableSubscribe](https://www.aarp.org/LivableSubscribe), text **LIVABLE to 50757**, or scan the [QR code](#) ►

AARP Livability Index

An interactive online tool, the AARP Livability Index scores neighborhoods and communities across the United States based on the available services and amenities in seven broad categories: housing, neighborhood, transportation, environment, health, engagement, and opportunity.

Visit: [AARP.org/LivabilityIndex](https://www.aarp.org/LivabilityIndex)

AARP Livable Communities Map

Use this interactive map to discover where and how AARP is helping communities become more livable and age-friendly so people of all ages can thrive — and make where they live and want to remain a lifelong home.

Visit: [AARP.org/LivableMap](https://www.aarp.org/LivableMap)

AARP Technical Assistance

AARP partners with experts in housing, transportation, economic development, public spaces, community engagement and more to serve as advisors and provide specialized assistance to local governments and community organizations.

Email: Livable@AARP.org

CONNECT WITH US



[AARP.ORG/LIVABLE](https://www.aarp.org/Livable)



[@AARPLIVABLE](https://twitter.com/AARPLIVABLE)



[AARP LIVABLE COMMUNITIES](https://www.facebook.com/AARP.LIVABLE.COMMUNITIES)



LIVABLE@AARP.ORG



SCAN ME



AARP® LIVABLE COMMUNITIES LIBRARY

Check out our collection of free, award-winning information- and photo-filled publications created to inform and inspire local leaders and community residents. Scan the QR code below or visit AARP.org/LivableLibrary to download or order these titles and many more.

AARP Bike Audit Tool Kit

(Available in English and Spanish)

AARP.org/BikeAudit

AARP Disaster Resilience Tool Kit

(Available in English and Spanish)

AARP.org/DisasterResilience

AARP HomeFit Guide

(Available in English, Spanish, Chinese, Korean, and Vietnamese)

AARP.org/HomeFit

AARP Pop-Up Placemaking Tool Kit

AARP.org/LivablePopUp

AARP Rural Livability Workshop Report

AARP.org/RuralLivability

AARP Walk Audit Tool Kit

(Available in English and Spanish)

AARP.org/WalkAudit

Enabling Better Places: A Handbook for Improved Neighborhoods

AARP.org/Zoning

Creating Community Gardens for People of All Ages

AARP.org/CommunityGardens

Creating Parks and Public Spaces for People of All Ages

AARP.org/LivableParks

Discovering and Developing Missing Middle Housing

AARP.org/MissingMiddleHousing

Making Room: Housing for a Changing America

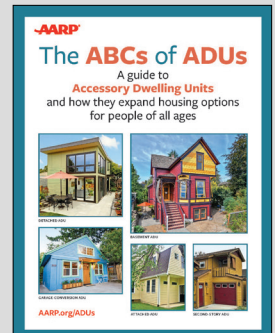
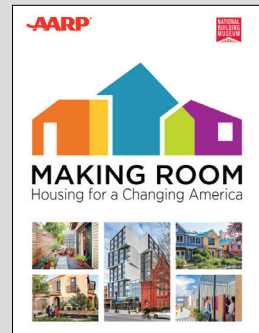
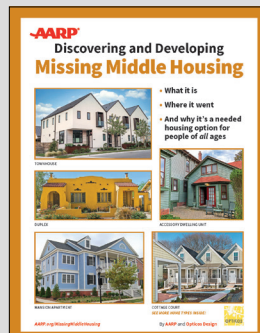
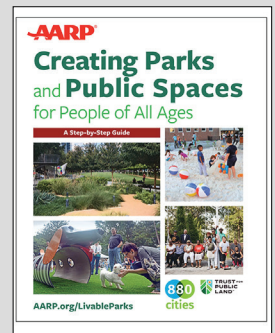
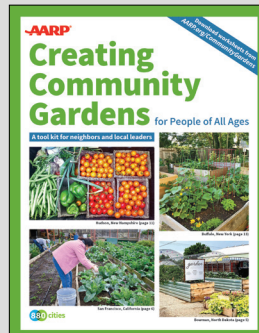
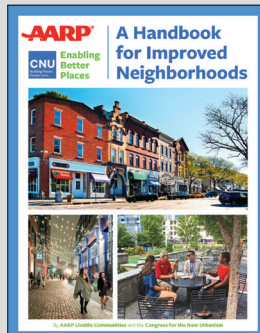
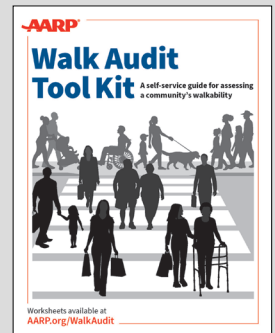
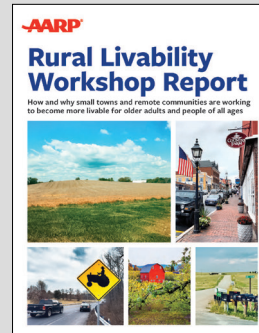
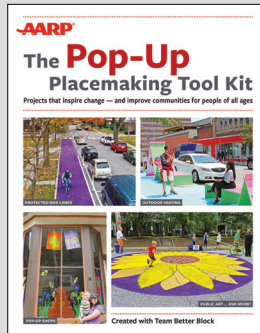
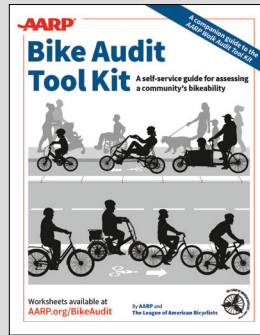
AARP.org/MakingRoom

The ABCs of ADUs

AARP.org/ADUs

AARP Housing Design Competition Tool Kit

AARP.org/HousingDesign



SCAN ME



**MINUTES OF THE CITY COUNCIL
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.
March 9, 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 (1): Shelly Carlson

Absent (0):

2. Pledge of Allegiance

3. Agenda Amendments

A request was made to add an agenda item related to the local Ad Hoc group to discuss ICE and Border Activities locally to the New Business section.

4. Consent Agenda

Motion to Approve made by Sebastian McDougall 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

5. Recognitions/Presentations

A. Presentation: Gate City Bank/City of Moorhead Neighborhood Impact Home Improvement Program

Gate City Bank Retail Manager Brandie Olson and Personal Loan Officer Eric Fritchman shared information on the Neighborhood Impact Home Improvement Program and presented a \$2M check dedicated to fund the housing rehabilitation program in Moorhead.

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

Moorhead Police Chief Chris Helmick presented new police officers and badges were pinned. Mayor Carlson conducted the swearing-in.

6. Approve Minutes

A. February 23, 2026 Meeting Minutes

Motion to Approve made by Lisa Borgen 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

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

Moorhead resident addressed the council regarding the Ad Hoc group for ICE and Border activities.

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)

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

Downtown Moorhead Inc. President/CEO Matt Leiseth presented the application of Midland Assisted Care LLC for an expansion of the Senior Living Community located at 1001 Caddy Ave.

Motion to Close Public Hearing 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

- 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)

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

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

Against 0: None

Abstain/Recuse 0: None

Motion Passed

10. Community Development Department

- A. *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

Council Member Nesemeier shared updates from the most recent Solid Waste Advisory Committee meeting. CM Nesemeier invited the public to apply to the Clay County Extension Committee as well as attend the upcoming Cass Clay Food Commission meeting.

Council Member Moore shared updates from the recent Park Board meeting and Economic Development Authority meeting. CM Moore invited everyone to attend the 35th Annual Woodlands and High Plains PowWow on March 28th.

Council Member Mattson attended the Greater FM EDC Un-Annual Meeting and invited Moorhead small businesses to connect with Dakota Business Lending.

Council Member White attended the Greater FM EDC Un-Annual Meeting and the Stand with Ukraine event on the Veterans Bridge. CM White shared updates from the latest CAPLP meeting. CM White invited everyone to attend the Global Market on March 17th for Women's History Month.

Mayor Carlson extended thanks to Mayor Pro Tem Chuck Hendrickson, for leading the last meeting as well as congratulations to the Moorhead Spuds hockey team. Mayor Carlson presented at the Fargo South Career Day and participated in a Conservation Minnesota Webinar. Mayor Carlson read a proclamation recognizing Women in Construction week as well as went against Mayor Mahoney in Hammerschlagen. Mayor Carlson met with MRES and convened the Moorhead Ad Hoc Committee to discuss ICE and border enforcement activities locally.

20. City Manager Reports

City Manager Dan Mahli shared an update on flood expectations for spring 2026. Mr. Mahli also shared that the Engineering Department has created a FAQ on the proposed work on 40th Ave. S and is available on the moorheadmn.gov website.

21. Executive Session

22. New Business

Council member Nesemeier shared an update on the ICE and Border Activities ad-hoc group created by Mayor Carlson.

23. Adjourn

Meeting adjourned at 06:36 PM.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

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



City Council Communication

March 23, 2026

SUBJECT:

Public Hearing for Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions (Eng. No. 26-A2-05)

RECOMMENDATION:

The Mayor and City Council are asked to conduct a Public Hearing to receive public comment on the above-referenced project and, after closing the hearing, consider the following resolutions:

- Resolution to Order Improvements and Declare Official Intent
- Resolution to Award Bid

BACKGROUND/KEY POINTS:

The proposed project represents the last lift of paving in various newer subdivisions. These improvements were previously petitioned by the respective Developers of each subdivision and are included in the City's Capital Improvement Plan for construction in 2026. The Developers Agreements for each subdivision state that "the City will establish a date" for the final bituminous overlay construction that is "anticipated to occur within five years of the original street construction". Delaying the placement of the final bituminous surface is a common design practice in the Red River Valley to allow for pavement settlement over excavation trenches associated with utility installation for the subdivision. Due to the relatively high water table and the properties of the clay soils common throughout the valley, it is generally not cost-effective to compact the utility trenches to sufficiently minimize settlement over time or to replace the soils with granular materials. Since most of the settlement will occur within two to three years of the original utility installation, the scheduled delay of the final bituminous surfacing allows differential pavement settlement to be corrected with the placement of the final overlay. However, delaying the placement of the final overlay can shorten the expected life of the street because the full design structural capacity will not be achieved and the street will not drain properly until the overlay is complete, leaving the street more vulnerable to damage from construction traffic, excess water, and ice buildup. Past experience indicates that construction of the final overlay within two to five years of the original street construction provides the appropriate balance between correction of short-term pavement settlement and risk of long-term cumulative damage.

The subdivisions due for a final bituminous overlay this year are Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions. All of these streets were originally paved in 2022.

The City Council ordered the preparation of a preliminary engineering report for the proposed improvements on December 8, 2025. The report was prepared by City staff under the direction of the City Engineer and received by the City Council on February 9, 2026. The report found that the proposed improvements are necessary, cost-effective, and feasible; that the various subdivisions would best be combined into a single contract (and may be combined with other, similar improvements) to provide a suitable economy of scale to attract good bids and simplify construction contract administration; and that the proposed assessments for the final overlay would be consistent with other recent final overlay projects.



City Council Communication

March 23, 2026

Although a Public Hearing is not required for the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions under MSA Chapter 429 (since they were previously petitioned by the owners of 100% of the benefiting property at the time the petitions were submitted), standard practice has included a Public Hearing on the basis that it has been several years since the initial improvements were constructed and ownership of many of the benefiting parcels has changed.

The Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions (Eng. No. 26-A2-05) is tied to the Miscellaneous Infrastructure Repairs and Trail Improvements (Eng No. 26-13-01) in the City's 2026-2030 Capital Improvement Plan for funding purposes. The Miscellaneous Infrastructure Repairs and Trail Improvements project is intended to provide a funding source for higher cost emergency infrastructure repairs beyond the scope of the approved operating budget that were not planned but may be identified during the year (e.g. a pavement blowout). To the extent this funding source is not used for infrastructure repairs, it would be available for needed improvements to existing trails.

On February 9, 2026, the Council called for a Public Hearing to be held at tonight's meeting. In order to have the best information available at the time of the Public Hearing, the Council authorized receipt of the bids for the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions in advance of the Hearing.

Ten days mailed notice was provided to the 160 benefiting properties. At the time this report was prepared, no comments had been received. Staff will provide an update at the Public Hearing on any additional comments received prior to the Hearing. Staff recommends that, after closing the Public Hearing, the Council order the improvements for both the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions and Miscellaneous Infrastructure Repairs and Trail Improvements.

Since the project was initiated by petition of at least 35% of the benefiting property owners, the improvements may be ordered by a majority vote of the full Council (5 affirmative votes). The resolution to order improvements includes the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions and the Miscellaneous Infrastructure Repairs and Trail Improvements.

The plans & specifications for the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions were approved by the City Council on February 9, 2026, and bids were received on March 4, 2026. The bids are summarized in the Financial Considerations Section of this report. Staff recommends that, after ordering the improvements, the Council award the bid to the lowest responsible bidder.

Below is an outline of the proposed project schedule.



City Council Communication

March 23, 2026

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 9, 2026
Approve Plans & Specs and Authorize Ad for Bids	February 9, 2026
Receive Bids	March 4, 2026
Hold Public Hearing, Order Improvements, Declare Intent to Assess & Award Bid	March 23, 2026
Anticipated Construction Schedule	May – Sept., 2026
Hold Assessment Hearing	Fall, 2026

FINANCIAL CONSIDERATIONS:

Four bids for the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions were received on March 4, 2026. The bids are detailed in the attached bid tabulation and summarized below:

Bidder	Bid
FM Asphalt LLC	\$233,880.00
Central Specialties, INC	\$236,954.00
Northern Improvement Company	\$249,475.00
Border States Paving, INC	\$260,492.80
Engineer's Estimate	\$263,600.00

The total cost of the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions, including testing, contingencies, and fees, is approximately \$295,500. The project will be financed through the PIR Fund, using a General Obligation (G.O.) Improvement Bond with 100% of the total project cost assessed to the benefiting properties in accordance with the City's Special Assessment Policy.

In the City's 2026-2030 Capital Improvement Plan, the estimated total cost for the Miscellaneous Infrastructure Repairs and Trail Improvements is \$200,000. Tying the two projects will allow the City to bond for the cost of the Miscellaneous Infrastructure Repairs and Trail Improvements. Debt service for the Miscellaneous Infrastructure Repairs and Trail Improvements will be funded by a debt service levy (i.e. no special assessments). The scope of the Miscellaneous Infrastructure Repairs and Trail Improvements will be determined at a later date.

Voting Requirements: Various

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, City Engineer

Attachments: Location Map, Example Public Hearing Notice, and Bid Tab



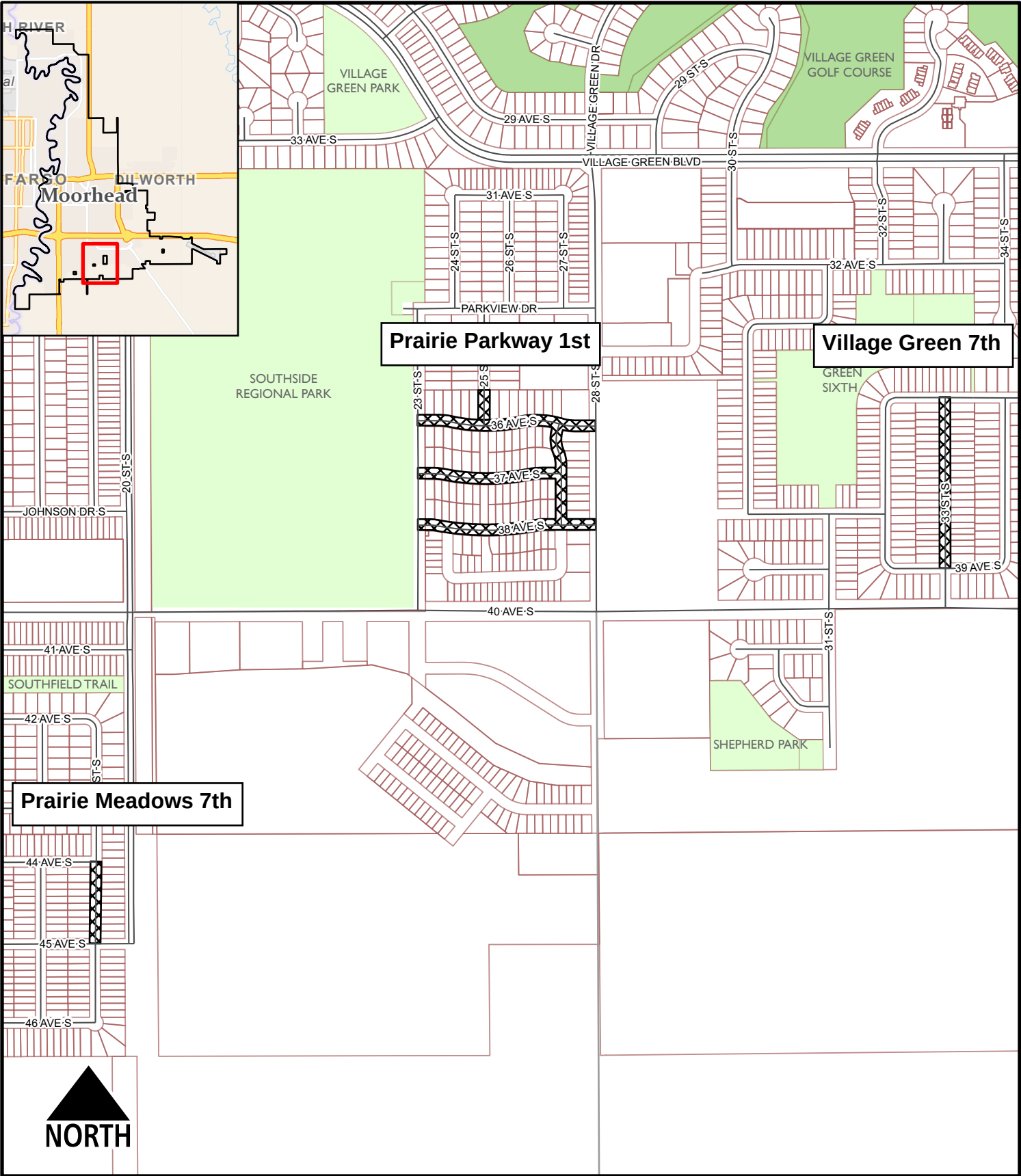
LEGEND

 FINAL WEAR COURSE OVERLAY

Project 26-A2-05

PRAIRIE PARKWAY 1ST, PRAIRIE MEADOWS 7TH, AND VILLAGE GREEN 7TH FINAL WEARING COURSE OVERLAYS.

CITY OF MOORHEAD



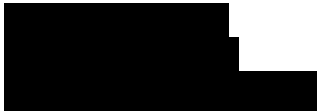


**CITY OF MOORHEAD
ENGINEERING DEPT.
PO BOX 779
MOORHEAD, MN 56561-0779**

THIS IS NOT A BILL

This is a notification of the proposed improvement hearing and estimated special assessment. A final assessment hearing will be held at a later date.

March 12, 2026



PARCEL NO.



PARCEL
ADDRESS



MOORHEAD MN 56560

Project No. 812006

Eng#. 26-A2-05

Project Description & Location: 26-A2-05-FINAL OL-PR MEADWS 7, PRAIRIE PKWY 1, VILG GRN 7

Assessment/Benefiting Area

All of Prairie Meadows 7th, Prairie Parkway 1st and Village Green 7th Additions

Notice is hereby given that the City Council of Moorhead, Minnesota will meet at the Hjemkomst Center, 202 1st Ave. N., Moorhead, MN at **5:45 pm on Monday, March 23, 2026** to consider the making of improvements on the above referenced project.

The estimated total cost that would be assessed against your property for this project is \$2,365.75 and would be assessed over a 20 year period at an estimated interest rate of 6.36 %.

Below is an example of your estimated special assessment cost.

Principal Amount = \$2,365.75 / 20 years =	First year principal	\$118.29
	Plus 6.36% interest	\$150.46
	First Year payment	\$268.75
NOTE: Interest is charged each year on the unpaid balance		

Written or oral objections will be heard and considered at said hearing. If you wish to respond yet cannot attend, please respond in writing to the Engineering Office. Responses must be received prior to the hearing on **March 23, 2026**.

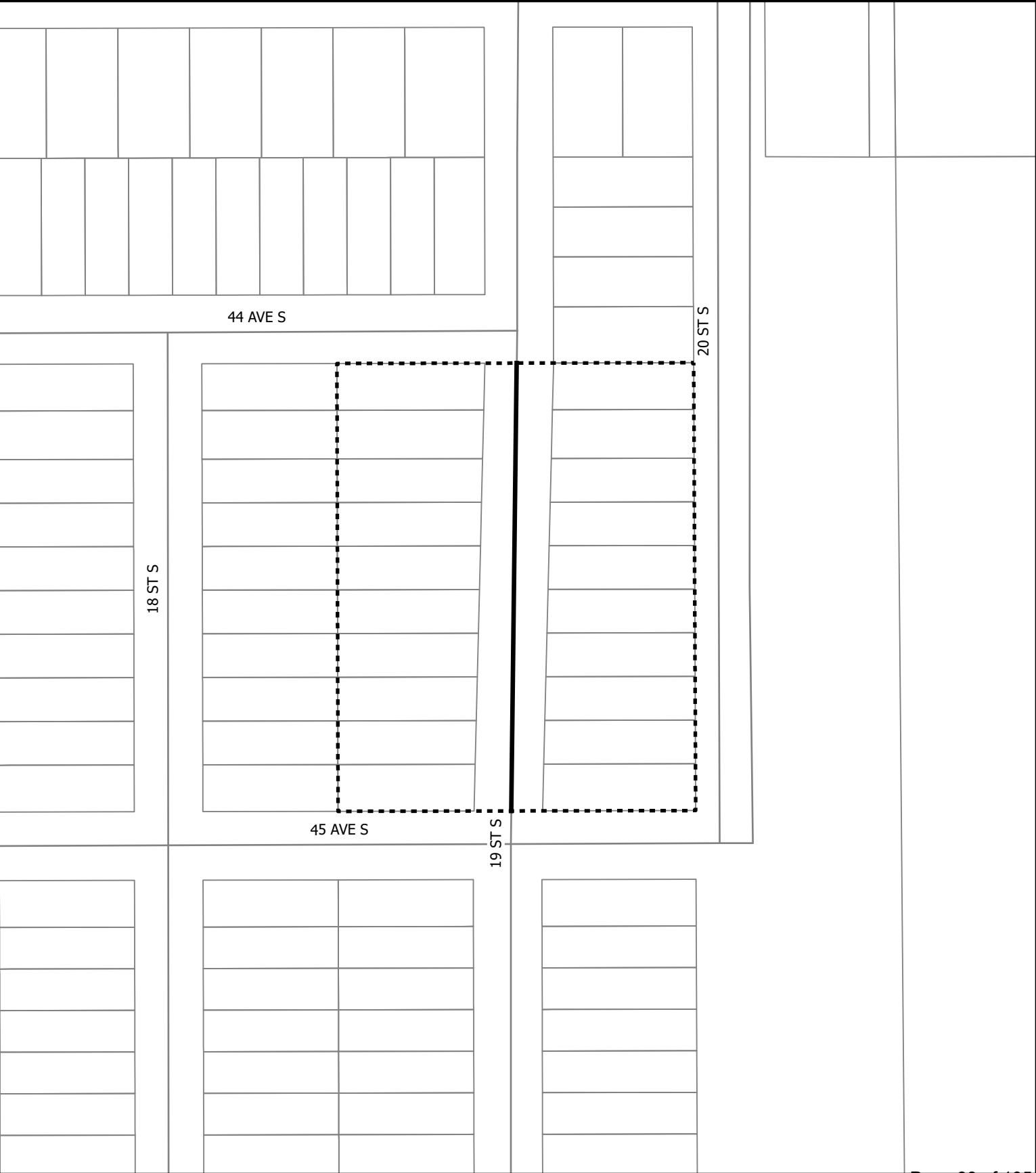
Please contact the City Clerk's Office 218-299-5166 if auxiliary aids or services are required (ten hours notice is required). TDD/TTY (for hearing and speech impaired only) dial 711.

Project 26-A2-5

Final Overlay in Prairie Meadows 7th Addition

Final Overlay

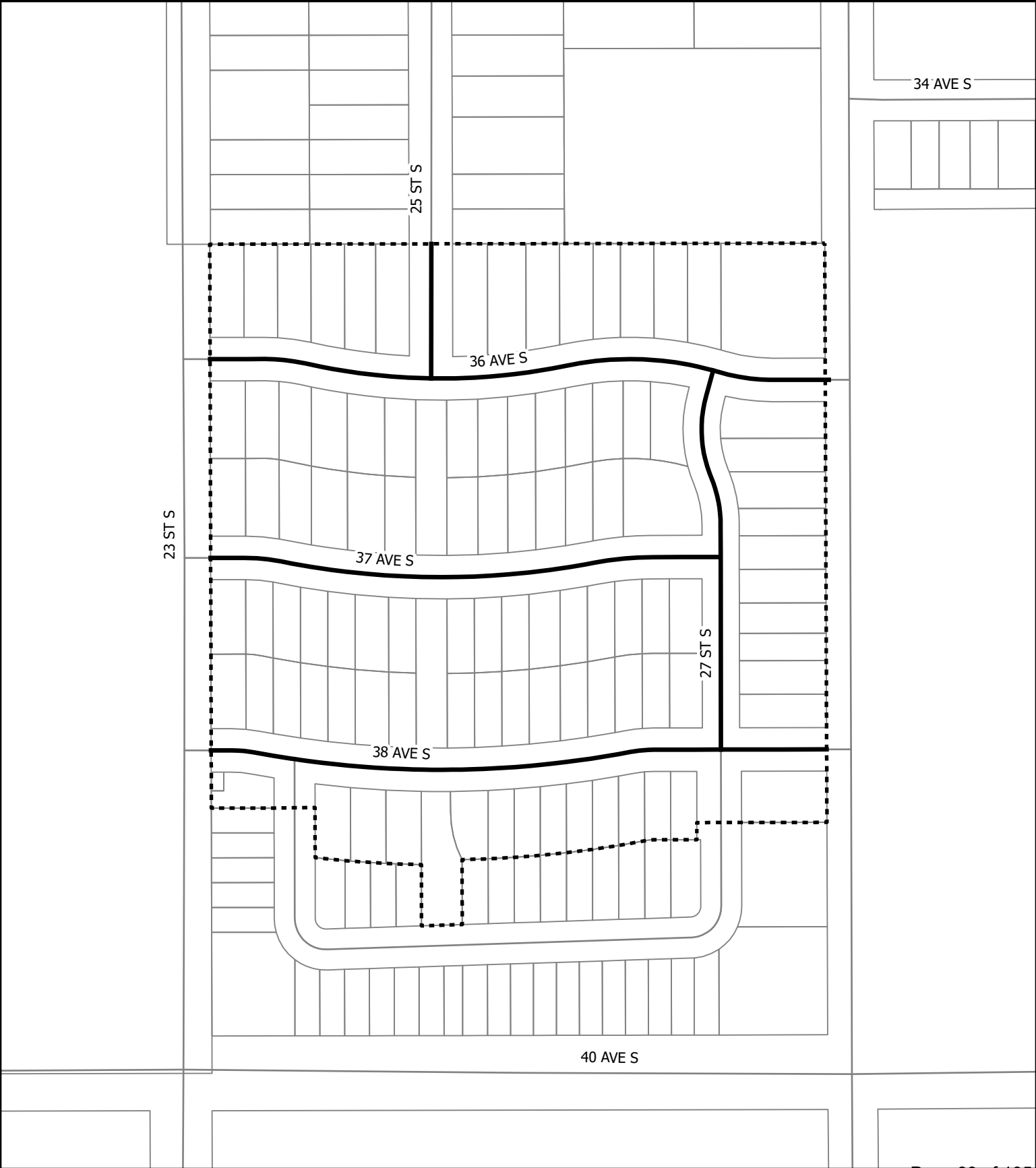
Assessment Area



Project 26-A2-5

Final Overlay in Prairie Parkway 1st Addition

- Final Overlay
- Assessment Area

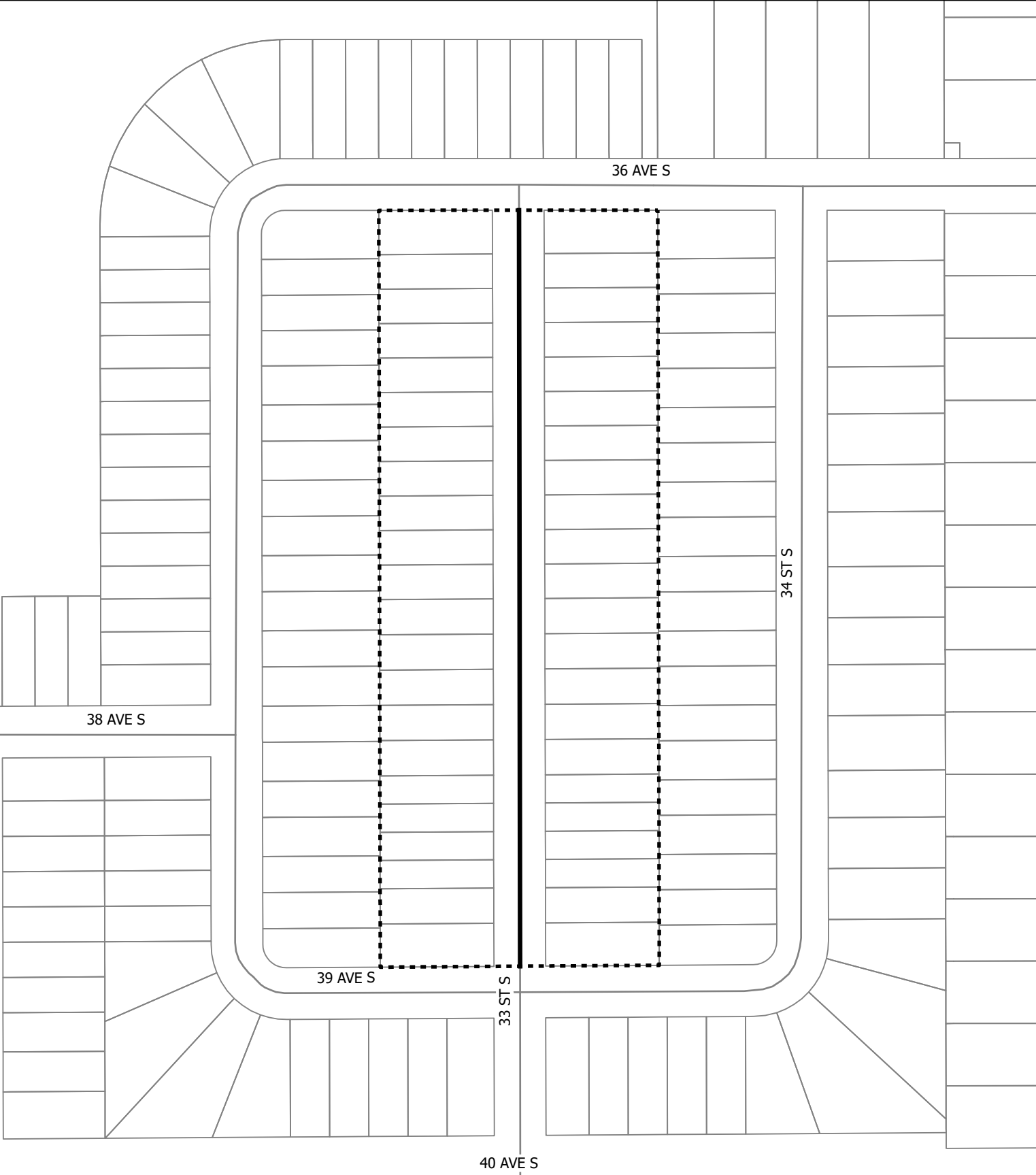


Project 26-A2-5

Final Overlay in Village Green 7th

Final Overlay

Assessment Area



PROJECT INFORMATION - ENGINEERING NO. 26-A2-05 (812006)

IMPROVEMENT: Final Bituminous Overlays

PROJECT AREAS: Prairie Meadows 7th, Village Green 7th and Prairie Parkway 1st Additions

A map showing the proposed improvements and assessment boundaries is included with your notice.

PROJECT ENGINEER:

- Michael Aamodt, EIT Civil Engineer
- Phone: 218-299-5389
- Email: Michael.aamodt@moorheadmn.gov

STREET CLASSIFICATION:

- All streets are classified as “New Streets.”
- New Streets serve local traffic; costs are fully assessed to abutting lots.

PROJECT OVERVIEW:

- Final lift of paving for the subdivision (initial paving completed in 2022).
- Improvements were petitioned by Developers and included in the City Capital Improvement Plan for 2026.
- Developer Agreements anticipate overlays within 5 years of original construction.
- Delay allows pavement settlement after utility installation.

PROJECT INFO AND NOTIFICATIONS:

To view an engineer’s presentation of this project navigate to the City website as follows:

1. Go to www.moorheadmn.gov
2. Click on ***Streets & Transit*** tab
3. Select ***Construction Projects***
4. In the links, on the right-hand side of the screen, select ***26-A2-05 – Final Bituminous Overlays***

You can also sign up for “**Project Notifications**” on this page.

1. Scroll to the bottom of the page
2. Click on the **green** “Subscribe” button
3. Complete the required information
4. Under Categories select “Engineering”
5. Click the **blue** “Subscribe” button.

FINANCIAL:

- Estimated project cost: \$520,000.
- Assessments based on actual bids and final completed work; final amount may vary.
- Only assessed for cost of work completed in your subdivision.
- Assessment term: 20 years, estimated interest rate 6.36% (final rate set after bonding).
- After final adoption of assessments, they may be paid off anytime without penalty.

SCHEDULE:

- Public Hearing: March 23, 2026 – 5:45 p.m.
Heritage Hjemkomst Center, 202 1 Ave N, Moorhead, MN
- Construction: Estimated May–Oct 2026
- Final Assessment Hearing: Estimated Oct 2026

ASSESSMENT POLICY/CALCULATIONS:

- Assessment amounts were determined by the City and the developer when the subdivision was original petitioned.
- Property owners are assessed based on the actual project cost, which reflects bid prices and completed work; final amounts may differ from current estimates.
- ***Even though several subdivisions are being constructed at the same time, you are only assessed for improvements within your own subdivision.***

EXAMPLE 1								EXAMPLE 2							
SPECIAL ASSESSMENT AMORTIZATION SCHEDULE								SPECIAL ASSESSMENT AMORTIZATION SCHEDULE							
Special Assmt								Special Assmt							
Principal \$ 1,666								Principal \$ 1,827							
Rate 6.36%								Rate 6.36%							
Principal \$ 83								Principal \$ 91							
Total Interest \$ 1,113								Total Interest \$ 1,220							
Years 20								Years 20							
Year	Pymt #	Balance	Principal	Interest	Yearly Total	Monthly Budget		Year	Pymt #	Balance	Principal	Interest	Yearly Total	Monthly Budget	
2027	1	1,666.00	83.30	105.96	189.26	15.77		2027	1	1,827.00	91.35	116.20	207.55	17.30	
2028	2	1,582.70	83.30	100.66	183.96	15.33		2028	2	1,735.65	91.35	110.39	201.74	16.81	
2029	3	1,499.40	83.30	95.36	178.66	14.89		2029	3	1,644.30	91.35	104.58	195.93	16.33	
2030	4	1,416.10	83.30	90.06	173.36	14.45		2030	4	1,552.95	91.35	98.77	190.12	15.84	
2031	5	1,332.80	83.30	84.77	168.07	14.01		2031	5	1,461.60	91.35	92.96	184.31	15.36	
2032	6	1,249.50	83.30	79.47	162.77	13.56		2032	6	1,370.25	91.35	87.15	178.50	14.88	
2033	7	1,166.20	83.30	74.17	157.47	13.12		2033	7	1,278.90	91.35	81.34	172.69	14.39	
2034	8	1,082.90	83.30	68.87	152.17	12.68		2034	8	1,187.55	91.35	75.53	166.88	13.91	
2035	9	999.60	83.30	63.57	146.87	12.24		2035	9	1,096.20	91.35	69.72	161.07	13.42	
2036	10	916.30	83.30	58.28	141.58	11.80		2036	10	1,004.85	91.35	63.91	155.26	12.94	
2037	11	833.00	83.30	52.98	136.28	11.36		2037	11	913.50	91.35	58.10	149.45	12.45	
2038	12	749.70	83.30	47.68	130.98	10.92		2038	12	822.15	91.35	52.29	143.64	11.97	
2039	13	666.40	83.30	42.38	125.68	10.47		2039	13	730.80	91.35	46.48	137.83	11.49	
2040	14	583.10	83.30	37.09	120.39	10.03		2040	14	639.45	91.35	40.67	132.02	11.00	
2041	15	499.80	83.30	31.79	115.09	9.59		2041	15	548.10	91.35	34.86	126.21	10.52	
2042	16	416.50	83.30	26.49	109.79	9.15		2042	16	456.75	91.35	29.05	120.40	10.03	
2043	17	333.20	83.30	21.19	104.49	8.71		2043	17	365.40	91.35	23.24	114.59	9.55	
2044	18	249.90	83.30	15.89	99.19	8.27		2044	18	274.05	91.35	17.43	108.78	9.07	
2045	19	166.60	83.30	10.60	93.90	7.83		2045	19	182.70	91.35	11.62	102.97	8.58	
2046	20	83.30	83.30	5.30	88.60	7.38		2046	20	91.35	91.35	5.81	97.16	8.10	
			1,666.00	1,112.56	2,778.56					1,827.00	1,220.10	3,047.10			

DOOR HANGERS:

- Door hangers may be used to notify residents of important project updates, such as temporary parking or access changes.
- Please check your front door regularly during construction.

MOBILITY CONCERNS:

- Residents with mobility needs or disabilities should contact the City as soon as possible to arrange accommodations.
- Some roadway or sidewalk areas may be temporarily removed during construction.

LANGUAGE ASSISTANCE:

- For information in another language, call **218-299-5427** (available in multiple languages).

BID TAB for project 26-A2-05
FINAL WEARING COURSE OVERLAYS
Opening: 03/04/2026 10:00am

					Engineer Estimate		FM Asphalt LLC		Central Specialties Inc.		Northern Improvement Co.		Border States Paving, Inc.	
No.	Item Code	Item Description	Units	Qty	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
SECTION I - PRAIRIE PARKWAY 1ST - STREET IMPROVEMENTS														
1	2021.501	MOBILIZATION	LS	1	\$7,500.00	\$7,500.00	\$5,200.00	\$5,200.00	\$22,150.00	\$22,150.00	\$10,000.00	\$10,000.00	\$7,640.00	\$7,640.00
2	2123.61	MACHINE TIME	HR	5	\$500.00	\$2,500.00	\$200.00	\$1,000.00	\$50.00	\$250.00	\$300.00	\$1,500.00	\$1.00	\$5.00
3	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	601	\$15.00	\$9,015.00	\$12.00	\$7,212.00	\$7.60	\$4,567.60	\$9.00	\$5,409.00	\$16.10	\$9,676.10
4	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	1284	\$90.00	\$115,560.00	\$77.00	\$98,868.00	\$74.85	\$96,107.40	\$80.00	\$102,720.00	\$95.00	\$121,980.00
5	2563.601	TRAFFIC CONTROL	LS	1	\$3,000.00	\$3,000.00	\$1,300.00	\$1,300.00	\$1,172.50	\$1,172.50	\$1,275.00	\$1,275.00	\$1,230.00	\$1,230.00
6	2573.502	STORM DRAIN INLET PROTECTION	EA	26	\$175.00	\$4,550.00	\$180.00	\$4,680.00	\$165.00	\$4,290.00	\$180.00	\$4,680.00	\$173.00	\$4,498.00
7	2582.503	24" STOP LINE SOLID WHITE-EPOXY GROUND IN (WR)	LF	80	\$20.00	\$1,600.00	\$33.00	\$2,640.00	\$30.00	\$2,400.00	\$33.00	\$2,640.00	\$31.50	\$2,520.00
8	2582.518	CROSSWALK MARKING-EPOXY GROUND IN (WR)	SF	1092	\$5.00	\$5,460.00	\$25.00	\$27,300.00	\$22.00	\$24,024.00	\$24.25	\$26,481.00	\$23.10	\$25,225.20
9	SPEC PROV	MUD JACKING CURB & GUTTER	LF	100	\$10.00	\$1,000.00	\$26.00	\$2,600.00	\$24.00	\$2,400.00	\$26.50	\$2,650.00	\$25.20	\$2,520.00
SECTION I - TOTAL						\$150,185.00		\$150,800.00		\$157,361.50		\$157,355.00		\$175,294.30
SECTION II - PRAIRIE PARKWAY 1ST - SANITARY SEWER														
10	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	20	\$500.00	\$10,000.00	\$315.00	\$6,300.00	\$350.00	\$7,000.00	\$325.00	\$6,500.00	\$295.00	\$5,900.00
SECTION II - TOTAL						\$10,000.00		\$6,300.00		\$7,000.00		\$6,500.00		\$5,900.00
SECTION III - PRAIRIE PARKWAY 1ST - WATERMAIN														
11	2504.602	ADJUST GATE VALVE AND BOX	EA	19	\$250.00	\$4,750.00	\$80.00	\$1,520.00	\$175.00	\$3,325.00	\$95.00	\$1,805.00	\$113.00	\$2,147.00
SECTION III - TOTAL						\$4,750.00		\$1,520.00		\$3,325.00		\$1,805.00		\$2,147.00
SECTION IV - PRAIRIE PARKWAY 1ST - STORM SEWER														
12	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	20	\$500.00	\$10,000.00	\$315.00	\$6,300.00	\$350.00	\$7,000.00	\$325.00	\$6,500.00	\$295.00	\$5,900.00
SECTION III - TOTAL						\$10,000.00		\$6,300.00		\$7,000.00		\$6,500.00		\$5,900.00
SECTION I - PRAIRIE MEADOWS 7TH - STREET IMPROVEMENTS														
13	2021.501	MOBILIZATION	LS	1	\$3,000.00	\$3,000.00	\$5,500.00	\$5,500.00	\$2,055.00	\$2,055.00	\$5,000.00	\$5,000.00	\$3,120.00	\$3,120.00
14	2123.61	MACHINE TIME	HR	5	\$500.00	\$2,500.00	\$200.00	\$1,000.00	\$50.00	\$250.00	\$300.00	\$1,500.00	\$1.00	\$5.00
15	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	62	\$30.00	\$1,860.00	\$12.00	\$744.00	\$7.60	\$471.20	\$18.00	\$1,116.00	\$16.10	\$998.20
16	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	121	\$100.00	\$12,100.00	\$88.00	\$10,648.00	\$74.85	\$9,056.85	\$103.50	\$12,523.50	\$95.00	\$11,495.00
17	2563.601	TRAFFIC CONTROL	LS	1	\$1,500.00	\$1,500.00	\$925.00	\$925.00	\$837.50	\$837.50	\$1,225.00	\$1,225.00	\$880.00	\$880.00
18	2573.502	STORM DRAIN INLET PROTECTION	EA	4	\$200.00	\$800.00	\$180.00	\$720.00	\$165.00	\$660.00	\$180.00	\$720.00	\$173.00	\$692.00
19	SPEC PROV	MUD JACKING CURB & GUTTER	LF	50	\$15.00	\$750.00	\$26.00	\$1,300.00	\$24.00	\$1,200.00	\$26.50	\$1,325.00	\$25.20	\$1,260.00
SECTION I - TOTAL						\$22,510.00		\$20,837.00		\$14,530.55		\$23,409.50		\$18,450.20

SECTION II - PRAIRIE MEADOWS 7TH - SANITARY SEWER														
20	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	1	\$1,000.00	\$1,000.00	\$315.00	\$315.00	\$350.00	\$350.00	\$325.00	\$325.00	\$295.00	\$295.00
SECTION II - TOTAL					\$1,000.00			\$315.00		\$350.00		\$325.00		\$295.00
SECTION III - PRAIRIE MEADOWS 7TH - WATERMAIN														
21	2504.602	ADJUST GATE VALVE AND BOX	EA	1	\$500.00	\$500.00	\$80.00	\$80.00	\$175.00	\$175.00	\$95.00	\$95.00	\$113.00	\$113.00
SECTION III - TOTAL					\$500.00			\$80.00		\$175.00		\$95.00		\$113.00
SECTION IV - PRAIRIE MEADOWS 7TH - WATERMAIN														
22	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	2	\$1,000.00	\$2,000.00	\$315.00	\$630.00	\$350.00	\$700.00	\$325.00	\$650.00	\$295.00	\$590.00
SECTION IV - TOTAL					\$2,000.00			\$630.00		\$700.00		\$650.00		\$590.00
SECTION I - VILLAGE GREEN 7TH - STREET IMPROVEMENTS														
23	2021.501	MOBILIZATION	LS	1	\$4,000.00	\$4,000.00	\$5,200.00	\$5,200.00	\$6,500.00	\$6,500.00	\$5,000.00	\$5,000.00	\$3,120.00	\$3,120.00
24	2123.61	MACHINE TIME	HR	5	\$500.00	\$2,500.00	\$200.00	\$1,000.00	\$50.00	\$250.00	\$300.00	\$1,500.00	\$1.00	\$5.00
25	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	43	\$50.00	\$2,150.00	\$12.00	\$516.00	\$7.60	\$326.80	\$18.00	\$774.00	\$16.10	\$692.30
26	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	449	\$95.00	\$42,655.00	\$78.00	\$35,022.00	\$74.85	\$33,607.65	\$88.50	\$39,736.50	\$95.00	\$42,655.00
27	2563.601	TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00	\$925.00	\$925.00	\$837.50	\$837.50	\$1,225.00	\$1,225.00	\$880.00	\$880.00
28	2573.502	STORM DRAIN INLET PROTECTION	EA	6	\$200.00	\$1,200.00	\$180.00	\$1,080.00	\$165.00	\$990.00	\$180.00	\$1,080.00	\$173.00	\$1,038.00
29	SPEC PROV	MUD JACKING CURB & GUTTER	LF	50	\$15.00	\$750.00	\$26.00	\$1,300.00	\$24.00	\$1,200.00	\$26.50	\$1,325.00	\$25.20	\$1,260.00
SECTION I - TOTAL					\$55,255.00			\$45,043.00		\$43,711.95		\$50,640.50		\$49,650.30
SECTION II - VILLAGE GREEN 7TH - SANITARY SEWER														
30	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	2	\$1,000.00	\$2,000.00	\$315.00	\$630.00	\$350.00	\$700.00	\$325.00	\$650.00	\$295.00	\$590.00
SECTION II - TOTAL					\$2,000.00			\$630.00		\$700.00		\$650.00		\$590.00
SECTION III - VILLAGE GREEN 7TH - WATERMAIN														
31	2504.602	ADJUST GATE VALVE AND BOX	EA	6	\$400.00	\$2,400.00	\$80.00	\$480.00	\$175.00	\$1,050.00	\$95.00	\$570.00	\$113.00	\$678.00
SECTION III - TOTAL					\$2,400.00			\$480.00		\$1,050.00		\$570.00		\$678.00
SECTION IV - VILLAGE GREEN 7TH - WATERMAIN														
32	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	3	\$1,000.00	\$3,000.00	\$315.00	\$945.00	\$350.00	\$1,050.00	\$325.00	\$975.00	\$295.00	\$885.00
SECTION IV - TOTAL					\$3,000.00			\$945.00		\$1,050.00		\$975.00		\$885.00
BID TOTAL					\$263,600.00			\$233,880.00		\$236,954.00		\$249,475.00		\$260,492.80

RESOLUTION

Resolution to Order Improvement and Declare Official Intent for Eng. No. 26-A2-05 & Eng. No. 26-13-01

WHEREAS, pursuant to a resolution of the City Council adopted on December 8, 2025, a Preliminary Engineering Report was prepared by City staff under the direction of the City Engineer with reference to the proposed Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions (Eng. No. 26-A2-05); and

WHEREAS, pursuant to a resolution of the City Council adopted February 9, 2026, the City Council received the Preliminary Engineering Report which finds that the proposed improvements are necessary, cost-effective and feasible, and may be combined with some other improvements; and fixed a date of March 23, 2026 for a Public Hearing on the proposed improvements; and

WHEREAS, for funding purposes, the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions (Eng. No. 26-A2-05) is tied to the Miscellaneous Infrastructure Repairs and Trail Improvements (Eng. No. 26-13-01) in the City's 2026-2030 Capital Improvement Plan; and

WHEREAS, the City Planning Commission reviewed the proposed improvements on January 5, 2026 and found them to be in compliance with the City's Comprehensive Plan; and

WHEREAS, on February 9, 2026, the City Council fixed a date of March 23, 2026 for a Public Hearing on the proposed improvements; and

WHEREAS, ten days' mailed notice and ten days' published notice of the Hearing was given, and the Hearing was held thereon on the 23rd day of March, 2026, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvements are necessary, cost-effective, and feasible, and may be constructed on their own or may be combined with some other improvements as detailed in the Preliminary Engineering Report.
2. The City's Planning Commission has reviewed the proposed capital improvements and reported in writing to the Council its findings as to compliance of the proposed improvements with the Comprehensive Municipal Plan.
3. Such improvements, including both the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions (Eng. No. 26-A2-05) and Miscellaneous Infrastructure Repairs and Trail Improvements (Eng. No. 26-13-01), are hereby ordered as proposed.
4. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax-exempt bonds.

PASSED: March 23, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Award Bid for Eng. No. 26-A2-05

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

Bidder	Bid
FM Asphalt LLC	\$233,880.00
Central Specialties, INC	\$236,954.00
Northern Improvement Company	\$249,475.00
Border States Paving, INC	\$260,492.80
Engineer's Estimate	\$263,600.00

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

1. It is found, determined and declared that the lowest responsive, responsible bid with respect to the proposed Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions improvement was received from FM Asphalt LLC of Moorhead, Minnesota in the amount of \$233,880.00. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions will be financed through the PIR fund with 100% of the cost to be assessed to the benefiting properties in accordance with the City's Special Assessment Policy.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with FM Asphalt LLC of Moorhead, Minnesota, for the Final Bituminous Wear Course in Prairie Parkway 1st, Prairie Meadows 7th, and Village Green 7th Additions (Eng. No. 26-A2-05), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$11,694.00) of the total contract amount.

PASSED: March 23, 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 23, 2026

SUBJECT:

Public Hearing 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)

RECOMMENDATION:

The Mayor and City Council are asked to conduct a Public Hearing to receive public comment on proposed improvements 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 and, after closing the Hearing, to consider the following resolutions:

- A. Order Improvements and Declare Official Intent
- B. Award Bid

BACKGROUND/KEY POINTS:

The proposed project area includes the streets of 18th St N, 21st St N, 53rd Ave N, 52nd Ave N, 51st Ave N, 49th Ave N, and Crystal Creek Dr (see attached map). 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 Preliminary Engineering Report. The report was completed by City staff under the direction of the City Engineer and presented to Council on February 9, 2026. The report evaluated the existing street and utility systems, considering how they were constructed and maintained, their age and current condition, and information obtained from soil borings. The report recommended completing a mill & overlay of all of the streets. A mill & overlay involves milling a layer of the existing pavement to allow placement of a new layer of bituminous surface. This extends the life of the pavement, typically by another 20 to 30 years.

Other recommended improvements include spot repair of curb & gutter to improve drainage where feasible, and manhole and catch basin repairs where required. The report finds that the proposed improvements are necessary, cost-effective and feasible. The report further finds that the project is of a sufficient size to achieve a desirable economy of scale and may be constructed as a stand-alone project or in connection with some other improvement. A portion of the project cost will be financed using special assessments applied on an adjusted front foot basis at the standard rates in accordance with the current fee schedule (\$27.50 per foot for rural mill & overlay [no curb & gutter] and \$45.00 per foot for urban mill & overlay [curb & gutter] projects).

In accordance with City Ordinance, the addition of sidewalks must be considered where there are gaps if there is sufficient right-of-way to construct sidewalk. For this project area, the streets in Crystal Creek have a rural drainage system (ditches and culverts) which occupy the full right-of-way making sidewalks infeasible. The streets in North Crystal Creek (18th St, and 51st, 52nd and 53rd Aves) have an urban drainage system with curb & gutter and storm sewer, so there is sufficient right-of-way to install sidewalks. Where new sidewalks are proposed, the property owners in the neighborhood are asked if they support or oppose the proposed sidewalk. If at least 75% of the property owners oppose the new sidewalk, then it is deleted from the project. On February 25, 2026 a letter was mailed to abutting property owners in North Crystal Creek regarding proposed sidewalk. The City received responses opposed to the proposed sidewalk



City Council Communication

March 23, 2026

from more than 75% of the abutting parcels, and therefore sidewalk is not proposed in the improvements.

On March 11, 2026, a virtual a public information presentation on the proposed improvements was made available on the City website. The public information presentation was intended to solicit resident/owner feedback prior to receiving bids. A letter was mailed to the abutting property owners notifying them of the presentation, and how to contact staff to ask questions or submit comments regarding the proposed design. Staff fielded several questions regarding curb drainage and parking requirements.

Since special assessments will be used to finance a portion of the project cost, and the project has been initiated by Council action rather than by petition of the benefiting property owners, it is necessary to hold a Public Hearing prior to ordering the improvements. In accordance with Minnesota Statutes, Chapter 429, 10 days published notice and 10 days mailed notice of tonight's hearing was provided to the 110 parcels that will be assessed for the proposed improvements. An example of the mailed notice is attached to this communication. At the time this communication was prepared, staff had responded to two calls with questions on how the assessments were calculated. Staff will provide an update on comments received through Monday, March 23rd at the Public Hearing. Staff recommends that, after closing the Public Hearing, the Council order the improvements and declare the intent to assess. Since the project was initiated by Council action rather than petition of at least 35% of the benefiting property owners, the improvements may only be ordered by a 4/5 supermajority of the full Council (7 affirmative votes).

Bids for the project were received on March 18, 2026, and are summarized in the Financial Considerations below. After ordering the improvements, staff recommends awarding the bid to the apparent lowest responsible bidder.

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 9, 2026
Approve Plans & Specs and Authorize Ad for Bids	February 23, 2026
Receive Bids	March 18, 2026
Hold Public Hearing, Order Improvements, Declare Intent to Assess & Award Bid	March 23, 2026
Anticipated Construction Schedule	May – Sept., 2026
Hold Assessment Hearing	Fall 2026

FINANCIAL CONSIDERATIONS:

Five bids for the project were received on March 18, 2026. The bids are detailed in the attached bid tabulation and summarized below:



City Council Communication

March 23, 2026

Bidder	Bid
Northern Improvement Company	\$492,898.25
Border States Paving, Inc.	\$559,927.20
FM Asphalt, LLC	\$589,546.80
R.J. Zavoral and Sons, Inc.	\$637,493.30
Central Specialties Incorporated	\$684,785.90
Engineer's Estimate	\$735,606.00

Based on a review of the bids, staff recommends award to the low bidder.

Based on the low bid, the total cost of the improvements, including contingencies, testing, and fees, is estimated to be approximately \$592,535. The project will be financed through the PIR fund. Of the total project cost, approximately \$461,989 will be special assessed to the benefiting properties in accordance with the City's Special Assessment Policy. The balance will be paid as a City share with debt service on the City share paid through the general property tax levy.

Voting Requirements: Various

Submitted By:

Dan Mahli, City Manager

Tom Trowbridge, City Engineer

Attachments: Location Map, Public Hearing Notice Mailing Example, Bid Tabulation

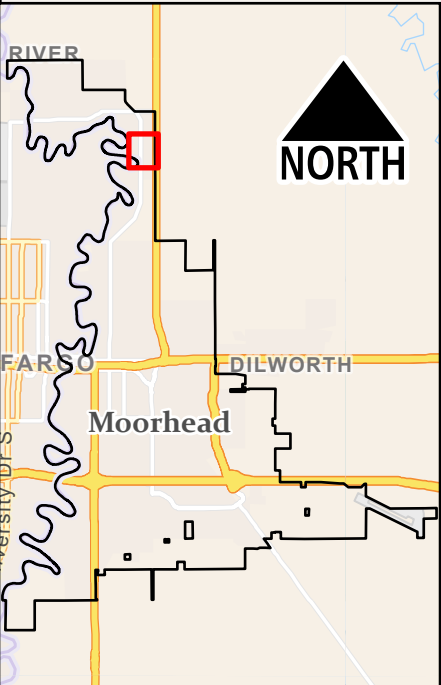
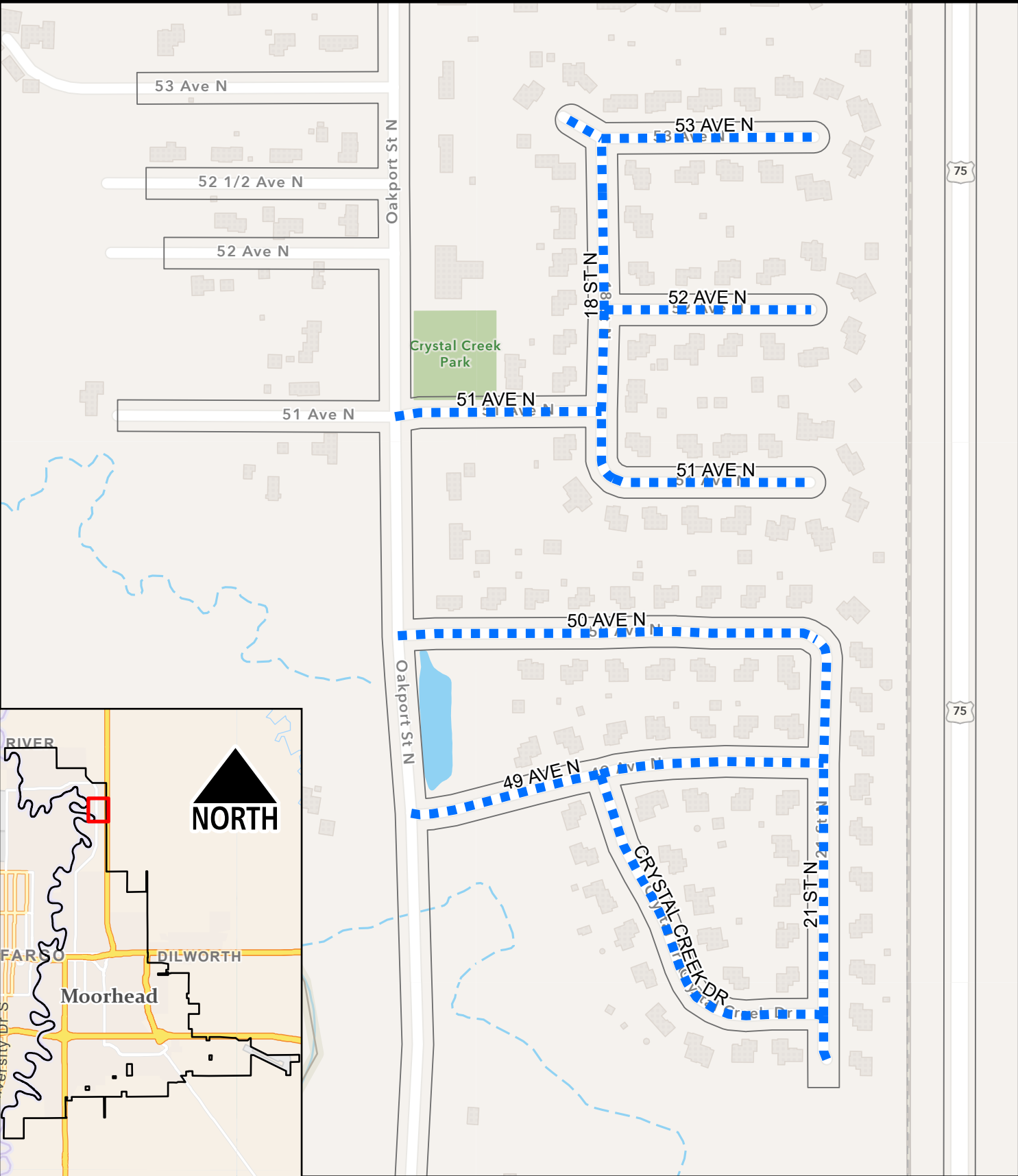


LEGEND

■ MILL & OVERLAY

Project 26-A2-2

Street Improvements on 18th St N, 21st St N, 53rd Ave N, 52nd Ave N, 51st Ave N, 49th Ave N, and Crystal Creek Dr.
AKA streets within Crystal Creek and North Crystal Creek First Subdivisions.





**CITY OF MOORHEAD
ENGINEERING DEPT.
PO BOX 779
MOORHEAD, MN 56561-0779**

THIS IS NOT A BILL

This is a notification of the proposed improvement hearing and estimated special assessment. A final assessment hearing will be held at a later date.

March 12, 2026



PARCEL NO.



PARCEL
ADDRESS



MOORHEAD MN 56560

Project No. 812005

Eng#. 26-A2-02

Project Description & Location: 26-A2-02-RURAL MILL AND OVERLAY - CRYSTAL CREEK ADDITION

Assessment/Benefiting Area

All properties abutting 49, 50, 51, 52 and 53 Aves N; 18 St N between 51 and 53 Aves N; Crystal Cr Dr and 21 St N between Crystal Cr Dr and 50 Ave N

Notice is hereby given that the City Council of Moorhead, Minnesota will meet at the Hjemkomst Center, 202 1st Ave. N., Moorhead, MN at **5:45 pm on Monday, March 23, 2026** to consider the making of improvements on the above referenced project.

The estimated total cost that would be assessed against your property for this project is \$5,715.00 and would be assessed over a 20 year period at an estimated interest rate of 6.36 %.

Below is an example of your estimated special assessment cost.

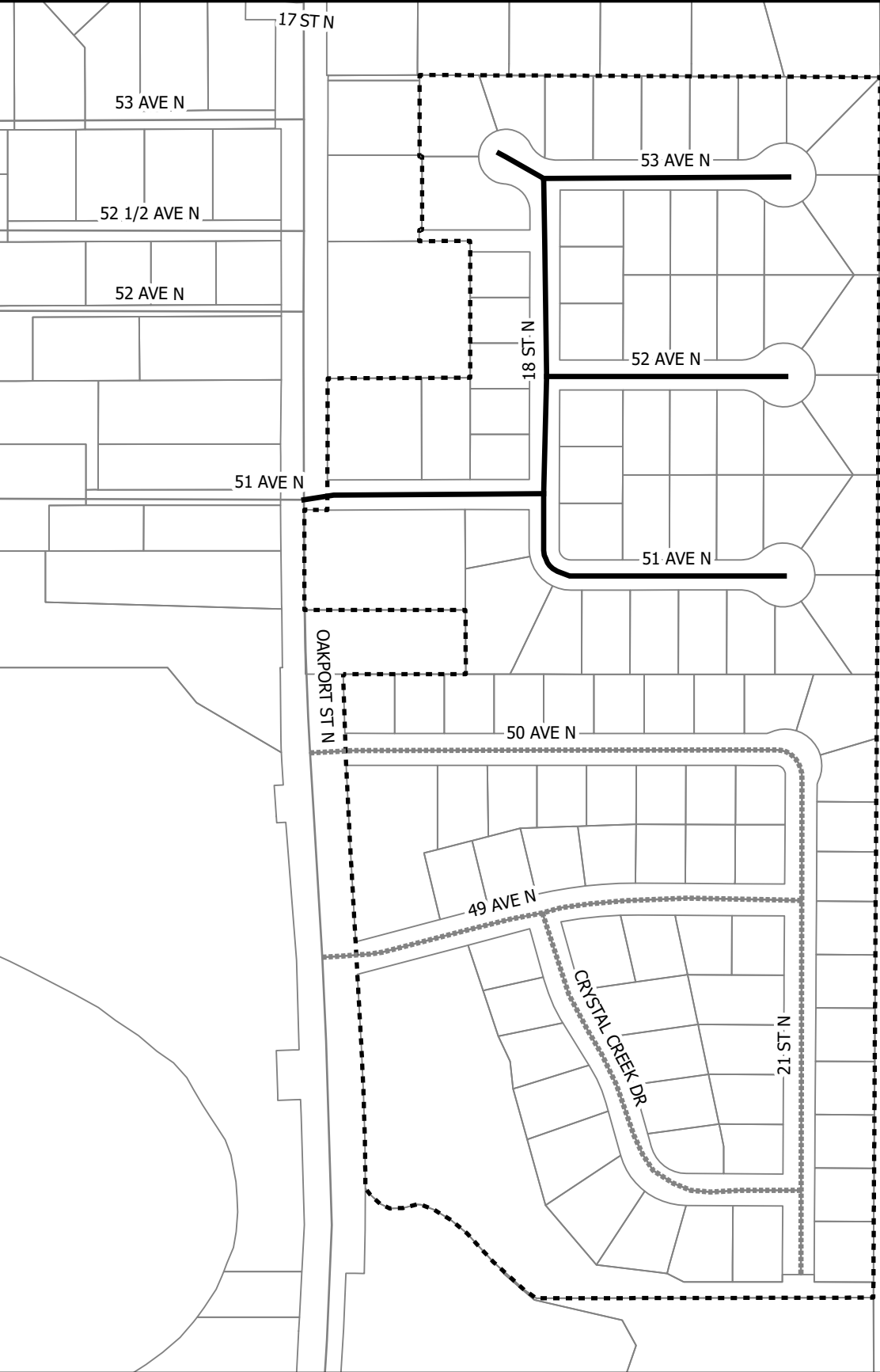
Principal Amount = \$5,715.00 / 20 years =	First year principal	\$285.75
	Plus 6.36% interest	\$363.47
	First Year payment	\$649.22
NOTE: Interest is charged each year on the unpaid balance		

Written or oral objections will be heard and considered at said hearing. If you wish to respond yet cannot attend, please respond in writing to the Engineering Office. Responses must be received prior to the hearing on **March 23, 2026**.

Please contact the City Clerk's Office 218-299-5166 if auxiliary aids or services are required (ten hours notice is required). TDD/TTY (for hearing and speech impaired only) dial 711.

Project 26-A2-2 Mill and Overlay in North Crystal Creek,
and Rural Mill & Overlay in Crystal Creek

- Mill & Overlay \$45/FF
- Rural Mill & Overlay \$27.50
- Assessment Area



PROJECT AND ASSESSMENT INFORMATION - ENGINEERING NO. 26-A2-02 (812005)

Proposed Improvement: Mill and Overlay

Project Area: 49TH–53RD Aves N; Crystal Creek Drive; 18TH St N; 21ST St N (all east of Oakport St)

A map illustrating the project limits and assessment boundaries is located on the back side of your notice.

Project Engineer: Jim Shulz, Senior Engineer Phone: 218-299-5379 Email: jim.shulz@moorheadmn.gov

Street Classification:

All streets in the project area are Local Streets, serving abutting properties and local traffic. About one-third of project costs are assessed to abutting properties, with the remainder funded through the City's general tax levy.

Project Overview:

On December 8, 2025, the City Council authorized the Engineer's Report, which reviewed pavement, utilities, soil borings, and sewer televising. The findings support a mill and overlay, replacing the top pavement layer with a new 2-inch bituminous surface.

Utilities:

Water mains and sanitary sewer (PVC) are in good condition, and no replacements are planned. Storm sewer (RCP) will remain as is. North Crystal Creek streets have functioning curb-and-gutter drainage; Crystal Creek relies on ditches and culverts with some existing issues, but regrading is not included. No sidewalks are planned.

Project Info and Notifications: To view an engineer's presentation of this project navigate to the City website as follows:

1. Go to www.moorheadmn.gov
2. Click on **Streets & Transit** tab
3. Select **Construction Projects**
4. In the links, on the right-hand side of the screen, select **26-A2-02 – 18 St N & 50 Ave N (Crystal Creek)**

You can also sign up for "Project Notifications" on this page.

1. Scroll to the bottom of the page
2. Click on the green "Subscribe" button
3. Complete the required information
4. Under Categories select "Engineering"
5. Click the blue "Subscribe" button.

Financial Summary:

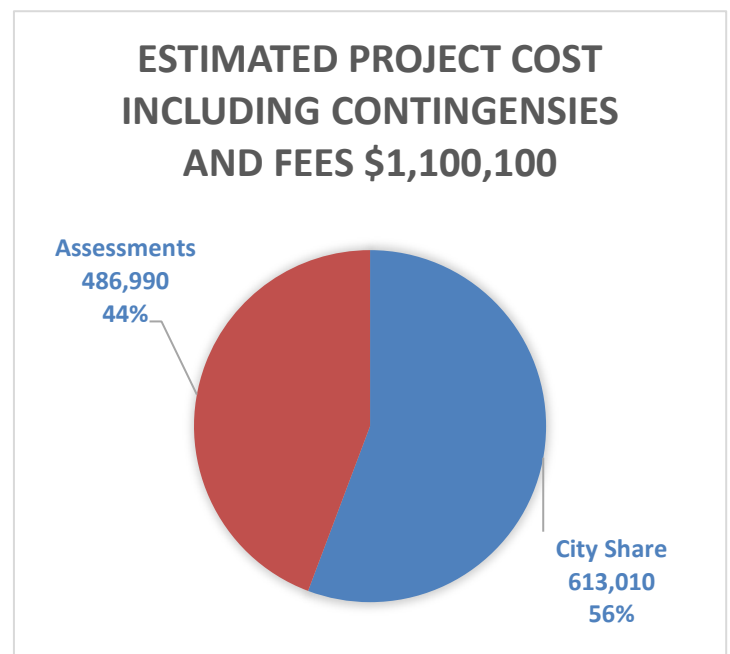
- Estimated project cost with contingencies & fees: \$1,100,000
- City share: \$613,010
- Assessments: \$486,990

Schedule:

- Bid Opening: March 18, 2026
- Public Hearing: March 23, 2026 – 5:45 p.m.
Heritage Hjemkomst Center, 202 1 Ave N, Moorhead, MN
- Construction: Estimated May–Oct 2026
- Final Assessment Hearing: Estimated Oct 2026

Assessment Policy:

- The City uses flat per-front-foot rates to keep assessments fair for all properties.
- Rates have been in place since 2005 and are updated annually to reflect construction costs.



- Only certain frontage is assessed; side-lot footage over 150 feet is excluded.
- The City Council sets rates to recover about 30–40% of project costs; the rest is funded by the City.
- Property owners never pay more than the set rate:
 - If project costs rise, the City covers the difference.
 - If costs fall, the City's share decreases.
- Current rates:
 - \$27.50/front foot for rural mill & overlay without curb and gutter
 - \$45.00/front foot for rural mill & overlay with curb and gutter

Examples:

- 100 ft frontage, no curb/gutter → \$2,750
- 100 ft frontage, with curb/gutter → \$4,500
- Corner lot with 200 ft side frontage → only 50 ft assessed (first 150 ft exempt)
- Alternate methods are used to calculate front footage for irregular shaped lots and lots on curves

Assessment Schedule / Information:

- Final assessment notices are issued in September or October each year.
- Assessments are formally certified to the County on or as close to **November 15**.
- Following City Council adoption of the final assessment roll, property owners may **pay off or reduce the assessment without interest** prior to certification.
- Once certified, the assessment will be included in **2027 property tax statements**.
- The assessment is amortized over a **20-year term** at an **estimated interest rate of 5.4%**; the final rate will be established after the City issues project bonds.
- Example amortization schedules illustrate projected payments over the full 20-year repayment period.

EXAMPLE 1							EXAMPLE 2						
SPECIAL ASSESSMENT AMORTIZATION SCHEDULE							SPECIAL ASSESSMENT AMORTIZATION SCHEDULE						
Special Assmt							Special Assmt						
Principal \$ 2,998							Principal \$ 4,635						
Rate 6.36%							Rate 6.36%						
Principal \$ 150							Principal \$ 232						
Total Interest \$ 2,002							Total Interest \$ 3,095						
Years 20							Years 20						
Year	Pymt #	Balance	Principal	Interest	Yearly Total	Monthly Budget	Year	Pymt #	Balance	Principal	Interest	Yearly Total	Monthly Budget
2027	1	2,998.00	149.90	190.67	340.57	28.38	2027	1	4,635.00	231.75	294.79	526.54	43.88
2028	2	2,848.10	149.90	181.14	331.04	27.59	2028	2	4,403.25	231.75	280.05	511.80	42.65
2029	3	2,698.20	149.90	171.61	321.51	26.79	2029	3	4,171.50	231.75	265.31	497.06	41.42
2030	4	2,548.30	149.90	162.07	311.97	26.00	2030	4	3,939.75	231.75	250.57	482.32	40.19
2031	5	2,398.40	149.90	152.54	302.44	25.20	2031	5	3,708.00	231.75	235.83	467.58	38.97
2032	6	2,248.50	149.90	143.00	292.90	24.41	2032	6	3,476.25	231.75	221.09	452.84	37.74
2033	7	2,098.60	149.90	133.47	283.37	23.61	2033	7	3,244.50	231.75	206.35	438.10	36.51
2034	8	1,948.70	149.90	123.94	273.84	22.82	2034	8	3,012.75	231.75	191.61	423.36	35.28
2035	9	1,798.80	149.90	114.40	264.30	22.03	2035	9	2,781.00	231.75	176.87	408.62	34.05
2036	10	1,648.90	149.90	104.87	254.77	21.23	2036	10	2,549.25	231.75	162.13	393.88	32.82
2037	11	1,499.00	149.90	95.34	245.24	20.44	2037	11	2,317.50	231.75	147.39	379.14	31.60
2038	12	1,349.10	149.90	85.80	235.70	19.64	2038	12	2,085.75	231.75	132.65	364.40	30.37
2039	13	1,199.20	149.90	76.27	226.17	18.85	2039	13	1,854.00	231.75	117.91	349.66	29.14
2040	14	1,049.30	149.90	66.74	216.64	18.05	2040	14	1,622.25	231.75	103.18	334.93	27.91
2041	15	899.40	149.90	57.20	207.10	17.26	2041	15	1,390.50	231.75	88.44	320.19	26.68
2042	16	749.50	149.90	47.67	197.57	16.46	2042	16	1,158.75	231.75	73.70	305.45	25.45
2043	17	599.60	149.90	38.13	188.03	15.67	2043	17	927.00	231.75	58.96	290.71	24.23
2044	18	449.70	149.90	28.60	178.50	14.88	2044	18	695.25	231.75	44.22	275.97	23.00
2045	19	299.80	149.90	19.07	168.97	14.08	2045	19	463.50	231.75	29.48	261.23	21.77
2046	20	149.90	149.90	9.53	159.43	13.29	2046	20	231.75	231.75	14.74	246.49	20.54
			2,998.00	2,002.06	5,000.06					4,635.00	3,095.27	7,730.27	

Door Hangers

- Door hangers may be used to notify residents of important project updates, such as temporary parking or access changes.
- Please check your front door regularly during construction.

Mobility Concerns

- Residents with mobility needs or disabilities should contact the City as soon as possible to arrange accommodations.
- Some roadway or sidewalk areas may be temporarily removed during construction.

Language Assistance

- For information in another language, call **218-299-5427** (available in multiple languages).

BID TAB for project 26-A2-05
FINAL WEARING COURSE OVERLAYS
Opening: 03/04/2026 10:00am

					Engineer Estimate		FM Asphalt LLC		Central Specialties Inc.		Northern Improvement Co.		Border States Paving, Inc.	
No.	Item Code	Item Description	Units	Qty	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
SECTION I - PRAIRIE PARKWAY 1ST - STREET IMPROVEMENTS														
1	2021.501	MOBILIZATION	LS	1	\$7,500.00	\$7,500.00	\$5,200.00	\$5,200.00	\$22,150.00	\$22,150.00	\$10,000.00	\$10,000.00	\$7,640.00	\$7,640.00
2	2123.61	MACHINE TIME	HR	5	\$500.00	\$2,500.00	\$200.00	\$1,000.00	\$50.00	\$250.00	\$300.00	\$1,500.00	\$1.00	\$5.00
3	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	601	\$15.00	\$9,015.00	\$12.00	\$7,212.00	\$7.60	\$4,567.60	\$9.00	\$5,409.00	\$16.10	\$9,676.10
4	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	1284	\$90.00	\$115,560.00	\$77.00	\$98,868.00	\$74.85	\$96,107.40	\$80.00	\$102,720.00	\$95.00	\$121,980.00
5	2563.601	TRAFFIC CONTROL	LS	1	\$3,000.00	\$3,000.00	\$1,300.00	\$1,300.00	\$1,172.50	\$1,172.50	\$1,275.00	\$1,275.00	\$1,230.00	\$1,230.00
6	2573.502	STORM DRAIN INLET PROTECTION	EA	26	\$175.00	\$4,550.00	\$180.00	\$4,680.00	\$165.00	\$4,290.00	\$180.00	\$4,680.00	\$173.00	\$4,498.00
7	2582.503	24" STOP LINE SOLID WHITE-EPOXY GROUND IN (WR)	LF	80	\$20.00	\$1,600.00	\$33.00	\$2,640.00	\$30.00	\$2,400.00	\$33.00	\$2,640.00	\$31.50	\$2,520.00
8	2582.518	CROSSWALK MARKING-EPOXY GROUND IN (WR)	SF	1092	\$5.00	\$5,460.00	\$25.00	\$27,300.00	\$22.00	\$24,024.00	\$24.25	\$26,481.00	\$23.10	\$25,225.20
9	SPEC PROV	MUD JACKING CURB & GUTTER	LF	100	\$10.00	\$1,000.00	\$26.00	\$2,600.00	\$24.00	\$2,400.00	\$26.50	\$2,650.00	\$25.20	\$2,520.00
SECTION I - TOTAL						\$150,185.00		\$150,800.00		\$157,361.50		\$157,355.00		\$175,294.30
SECTION II - PRAIRIE PARKWAY 1ST - SANITARY SEWER														
10	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	20	\$500.00	\$10,000.00	\$315.00	\$6,300.00	\$350.00	\$7,000.00	\$325.00	\$6,500.00	\$295.00	\$5,900.00
SECTION II - TOTAL						\$10,000.00		\$6,300.00		\$7,000.00		\$6,500.00		\$5,900.00
SECTION III - PRAIRIE PARKWAY 1ST - WATERMAIN														
11	2504.602	ADJUST GATE VALVE AND BOX	EA	19	\$250.00	\$4,750.00	\$80.00	\$1,520.00	\$175.00	\$3,325.00	\$95.00	\$1,805.00	\$113.00	\$2,147.00
SECTION III - TOTAL						\$4,750.00		\$1,520.00		\$3,325.00		\$1,805.00		\$2,147.00
SECTION IV - PRAIRIE PARKWAY 1ST - STORM SEWER														
12	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	20	\$500.00	\$10,000.00	\$315.00	\$6,300.00	\$350.00	\$7,000.00	\$325.00	\$6,500.00	\$295.00	\$5,900.00
SECTION III - TOTAL						\$10,000.00		\$6,300.00		\$7,000.00		\$6,500.00		\$5,900.00
SECTION I - PRAIRIE MEADOWS 7TH - STREET IMPROVEMENTS														
13	2021.501	MOBILIZATION	LS	1	\$3,000.00	\$3,000.00	\$5,500.00	\$5,500.00	\$2,055.00	\$2,055.00	\$5,000.00	\$5,000.00	\$3,120.00	\$3,120.00
14	2123.61	MACHINE TIME	HR	5	\$500.00	\$2,500.00	\$200.00	\$1,000.00	\$50.00	\$250.00	\$300.00	\$1,500.00	\$1.00	\$5.00
15	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	62	\$30.00	\$1,860.00	\$12.00	\$744.00	\$7.60	\$471.20	\$18.00	\$1,116.00	\$16.10	\$998.20
16	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	121	\$100.00	\$12,100.00	\$88.00	\$10,648.00	\$74.85	\$9,056.85	\$103.50	\$12,523.50	\$95.00	\$11,495.00
17	2563.601	TRAFFIC CONTROL	LS	1	\$1,500.00	\$1,500.00	\$925.00	\$925.00	\$837.50	\$837.50	\$1,225.00	\$1,225.00	\$880.00	\$880.00
18	2573.502	STORM DRAIN INLET PROTECTION	EA	4	\$200.00	\$800.00	\$180.00	\$720.00	\$165.00	\$660.00	\$180.00	\$720.00	\$173.00	\$692.00
19	SPEC PROV	MUD JACKING CURB & GUTTER	LF	50	\$15.00	\$750.00	\$26.00	\$1,300.00	\$24.00	\$1,200.00	\$26.50	\$1,325.00	\$25.20	\$1,260.00
SECTION I - TOTAL						\$22,510.00		\$20,837.00		\$14,530.55		\$23,409.50		\$18,450.20

SECTION II - PRAIRIE MEADOWS 7TH - SANITARY SEWER														
20	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	1	\$1,000.00	\$1,000.00	\$315.00	\$315.00	\$350.00	\$350.00	\$325.00	\$325.00	\$295.00	\$295.00
SECTION II - TOTAL					\$1,000.00		\$315.00		\$350.00		\$325.00		\$295.00	
SECTION III - PRAIRIE MEADOWS 7TH - WATERMAIN														
21	2504.602	ADJUST GATE VALVE AND BOX	EA	1	\$500.00	\$500.00	\$80.00	\$80.00	\$175.00	\$175.00	\$95.00	\$95.00	\$113.00	\$113.00
SECTION III - TOTAL					\$500.00		\$80.00		\$175.00		\$95.00		\$113.00	
SECTION IV - PRAIRIE MEADOWS 7TH - WATERMAIN														
22	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	2	\$1,000.00	\$2,000.00	\$315.00	\$630.00	\$350.00	\$700.00	\$325.00	\$650.00	\$295.00	\$590.00
SECTION IV - TOTAL					\$2,000.00		\$630.00		\$700.00		\$650.00		\$590.00	
SECTION I - VILLAGE GREEN 7TH - STREET IMPROVEMENTS														
23	2021.501	MOBILIZATION	LS	1	\$4,000.00	\$4,000.00	\$5,200.00	\$5,200.00	\$6,500.00	\$6,500.00	\$5,000.00	\$5,000.00	\$3,120.00	\$3,120.00
24	2123.61	MACHINE TIME	HR	5	\$500.00	\$2,500.00	\$200.00	\$1,000.00	\$50.00	\$250.00	\$300.00	\$1,500.00	\$1.00	\$5.00
25	2232.504	MILL BITUMINOUS SURFACE 1.5"	SY	43	\$50.00	\$2,150.00	\$12.00	\$516.00	\$7.60	\$326.80	\$18.00	\$774.00	\$16.10	\$692.30
26	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	449	\$95.00	\$42,655.00	\$78.00	\$35,022.00	\$74.85	\$33,607.65	\$88.50	\$39,736.50	\$95.00	\$42,655.00
27	2563.601	TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00	\$925.00	\$925.00	\$837.50	\$837.50	\$1,225.00	\$1,225.00	\$880.00	\$880.00
28	2573.502	STORM DRAIN INLET PROTECTION	EA	6	\$200.00	\$1,200.00	\$180.00	\$1,080.00	\$165.00	\$990.00	\$180.00	\$1,080.00	\$173.00	\$1,038.00
29	SPEC PROV	MUD JACKING CURB & GUTTER	LF	50	\$15.00	\$750.00	\$26.00	\$1,300.00	\$24.00	\$1,200.00	\$26.50	\$1,325.00	\$25.20	\$1,260.00
SECTION I - TOTAL					\$55,255.00		\$45,043.00		\$43,711.95		\$50,640.50		\$49,650.30	
SECTION II - VILLAGE GREEN 7TH - SANITARY SEWER														
30	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	2	\$1,000.00	\$2,000.00	\$315.00	\$630.00	\$350.00	\$700.00	\$325.00	\$650.00	\$295.00	\$590.00
SECTION II - TOTAL					\$2,000.00		\$630.00		\$700.00		\$650.00		\$590.00	
SECTION III - VILLAGE GREEN 7TH - WATERMAIN														
31	2504.602	ADJUST GATE VALVE AND BOX	EA	6	\$400.00	\$2,400.00	\$80.00	\$480.00	\$175.00	\$1,050.00	\$95.00	\$570.00	\$113.00	\$678.00
SECTION III - TOTAL					\$2,400.00		\$480.00		\$1,050.00		\$570.00		\$678.00	
SECTION IV - VILLAGE GREEN 7TH - WATERMAIN														
32	SPEC PROV	FURNISH AND INSTALL MANHOLE EXTENSION RING	EA	3	\$1,000.00	\$3,000.00	\$315.00	\$945.00	\$350.00	\$1,050.00	\$325.00	\$975.00	\$295.00	\$885.00
SECTION IV - TOTAL					\$3,000.00		\$945.00		\$1,050.00		\$975.00		\$885.00	
BID TOTAL					\$263,600.00		\$233,880.00		\$236,954.00		\$249,475.00		\$260,492.80	

RESOLUTION

Resolution to Order Improvements and Declare Official Intent for Eng. No. 26-A2-02

WHEREAS, pursuant to a resolution of the City Council adopted on December 8, 2025, a Preliminary Engineering Report has been prepared by City staff under the direction of the City Engineer with reference to proposed improvements 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); and

WHEREAS, pursuant to a resolution of the City Council adopted February 9, 2026, the City Council received the report from the City Engineer and fixed a date of March 23, 2026 for a Public Hearing on the proposed improvements; and

WHEREAS, the City Planning Commission reviewed the proposed improvement on January 5, 2026, and found it to be in compliance with the City's Comprehensive Plan; and

WHEREAS, ten days' mailed notice and ten days' published notice of the hearing was given, and the hearing was held thereon on the 23rd day of March, 2026, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvements are necessary, cost-effective, and feasible, and may be completed as a stand-alone project or combined with some other improvement as detailed in the Preliminary Engineering Report.
2. The City's Planning Commission has reviewed the proposed capital improvement and reported in writing to the Council its findings as to compliance of the proposed improvement with the Comprehensive Municipal Plan.
3. Such improvements are hereby ordered as proposed in the Council resolution adopted February 9, 2026.
4. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax-exempt bonds.

PASSED: March 23, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Award Bid for Eng. No. 26-A2-02

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

Bidder	Bid
Northern Improvement Company	\$492,898.25
Border States Paving, Inc.	\$559,927.20
FM Asphalt, LLC	\$589,546.80
R.J. Zavoral and Sons, Inc.	\$637,493.30
Central Specialties Incorporated	\$684,785.90
Engineer's Estimate	\$735,606.00

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

1. It is found, determined and declared that the lowest responsive, responsible bid with respect to the proposed improvement was received from Northern Improvement Company of Fargo ND in the amount of \$492,898.25. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The project will be financed through the PIR fund with a portion of the cost to be assessed to the benefiting properties in accordance with the City's Special Assessment Policy. The balance will be paid as a City share with debt service on the City share paid through the general property tax levy.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with Northern Improvement Company of Fargo, ND, 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), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$24,644.91) of the total contract amount.

PASSED: March 23, 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 23, 2026

SUBJECT:

Public Hearing for Partridge Creek Addition Street & Underground Utility Improvements, Stormwater Pond, and 28th St Improvements (Eng. No. 25-A6-03).

RECOMMENDATION:

The Mayor and City Council are asked to conduct a Public Hearing to consider Partridge Creek Addition Street & Underground Utility Improvements, Stormwater Pond, and 28 St Improvements and, after closing the Hearing, to consider the following resolutions:

- Resolution to Receive Petitions and Approve a Special Assessment Agreement
- Resolution to Order Improvements and Declare Official Intent
- Resolution to Award Bid

BACKGROUND/KEY POINTS:

On July 28, 2025, the City Council approved the final plat for Partridge Creek Addition, a 17-acre residential subdivision. The Developer requested that the City install the public infrastructure necessary to serve the subdivision and assess the cost to the benefiting property in accordance with Minnesota Statutes Annotated, Chapter 429 (MS §429). Previous Council actions for this project include:

- On July 28, 2025, the Council ordered the preliminary engineering report.
- On January 12, 2026, the Council received the report, ordered the preparation of plans & specifications, and called for a Public Hearing for the proposed improvements. The report found that the proposed improvements are necessary, cost-effective and feasible. The report further found that the project is of sufficient size to achieve a desirable economy of scale and may be constructed as a stand-alone project or in connection with some other improvement.
- On February 9, 2026, the Council approved the plans & specifications and authorized the advertisement for bids.

The Partridge Creek Addition Street and Underground Utility Improvements, Stormwater Pond, and 28 St Improvements project includes both trunk and local infrastructure.

- Trunk infrastructure provides service to multiple existing or future subdivisions (i.e. more than a single property or subdivision). For this project, the trunk infrastructure includes 28 St (classified as a collector street), a regional stormwater pond, and large diameter sanitary sewer.
- Local infrastructure provides service to individual properties within a subdivision. For this project, the local infrastructure includes the streets and utilities within Partridge Creek Addition.

The trunk infrastructure in this project serves other benefiting properties outside of Partridge Creek Addition (see attached map). Although the improvements will be constructed under one contract, the project is split into four phases for special assessment purposes:



City Council Communication

March 23, 2026

- **Partridge Creek Addition Street & Underground Utility Local Infrastructure Improvements (Eng. No. 25-A6-03A):** This phase of the project includes the local street and utility improvements necessary to serve the lots in Partridge Creek Addition and future lots directly abutting the subdivision, but outside of the Partridge Creek Addition plat (i.e. future adjacent lots in parcel numbers 589002865 and 589002855). The cost for these improvements will be proportionately assessed to the 77 lots in Partridge Creek Addition and adjacent parcels with the assessments for the adjacent undeveloped parcels deferred (further discussed in the Financial Considerations below).
- **28 St Trunk Infrastructure Improvements (Eng. No. 25-A6-03B):** This phase of the project includes the 28 St trunk infrastructure improvements. The cost for these improvements will be proportionately assessed to a parcel in Prairie Parkway 4th Addition (parcel number 586250070), the Lutheran Church of the Good Shepherd property (parcel number 582600010), all lots in Partridge Creek Addition, and to undeveloped benefiting property both west and east of the segment of 28 St to be improved (parcel numbers 589002865 and 589001748, respectively). The assessments for the undeveloped parcels will be deferred (further discussed in the Financial Considerations below).
- **Regional Stormwater Pond Trunk Infrastructure Improvements (Eng. No. 25-A6-03C):** This phase of the project includes the trunk stormwater regional pond to serve the lots in Partridge Creek Addition and two adjacent undeveloped parcels (parcel numbers 589002865 and 589002855). The City's stormwater master plan identified this regional pond as the most efficient and cost-effective improvement to serve stormwater needs for full development of these parcels. The cost for these improvements will be proportionately assessed to the lots in Partridge Creek Addition and the adjacent undeveloped parcels with the assessments for the adjacent undeveloped parcels deferred (further discussed in the Financial Considerations below).
- **Trunk Sanitary Sewer Improvement (Eng. No. 25-A6-03D):** This phase of the project includes a segment of large diameter sanitary sewer to serve the lots in Partridge Creek Addition, four undeveloped parcels within City limits (parcel numbers 589002865, 589002855, 589001748, and 589002854), and one parcel outside of City limits (parcel number 210281440). The cost for these improvements will be proportionately assessed to the lots in Partridge Creek Addition, the undeveloped parcels within City limits, and the parcel outside City limits. The assessments for the undeveloped parcels within City limits will be deferred and the assessment for the parcel outside City limits will be postponed (further discussed in the Financial Considerations below).

The project was bid with an alternate to reduce the depth of the trunk sanitary sewer to evaluate potential cost savings. This alternate bid is useful to determine whether it is more economically feasible to serve the property east of 28th St by gravity (deeper sewer pipe) or with another sanitary lift station (shallower sewer pipe). Although the alternate would reduce the cost of this project, it would require the construction of a new sanitary lift station to serve properties east of 28 St (parcel numbers 589001748 and 589002854) when those properties are platted and developed.



City Council Communication

March 23, 2026

This project is included in the City's 2026-2030 Capital Improvement Plan and is tied to the Bluestem Pedestrian Bridge Project (Eng No. 22-13-04) for funding purposes.

Since special assessments will be used to finance the Partridge Creek Addition Street and Underground Utility Improvements, Stormwater Pond, and 28 St Improvements project and the project includes trunk infrastructure improvements that will benefit property outside of the Partridge Creek Addition plat, it is necessary to hold a Public Hearing prior to ordering the improvements. In accordance with Minnesota Statutes, Chapter 429, 10 days published notice and 10 days mailed notice of tonight's hearing was provided to the 84 parcels that will be assessed for the proposed improvements. Examples of the mailed notice are attached.

Staff recommends that, after closing the Public Hearing, the Council approve the resolutions identified above. Because the Partridge Creek Addition Street and Underground Utility Improvements, Stormwater Pond, and 28 St Improvements project is tied to the Bluestem Pedestrian Bridge Project, the resolution to order the improvements includes both projects. Since the project was initiated by petition, but benefits properties that have not petitioned for the improvements, it may only be ordered by a 4/5 supermajority of the full Council (7 affirmative votes).

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	Jul, 28, 2025
Receive Engineer's Report, Order Plans & Specs and Call for Public Hearing	Jan 12, 2026
Approve Plans & Specs and Authorize Ad for Bids	Feb 09, 2026
Receive Bids	Mar 11, 2026
Receive Petitions, Order Improvements, Declare Intent to Assess & Award Bid	Mar 23, 2026
Anticipated Construction Schedule	May to Oct 2026
Hold Assessment Hearing	Fall 2027

FINANCIAL CONSIDERATIONS:

Two bids for the Partridge Creek Addition Street and Underground Utility Improvements, Stormwater Pond, and 28 St Improvements project were received on March 11, 2026. The bids are detailed in the attached bid tabulation and summarized below:

Bidder	Base Bid	Base Bid + Alternate
Ryan Contracting Co.	\$3,860,793.68	\$3,829,963.68
Dakota Underground Company	\$4,530,510.41	\$4,462,800.41
Engineer's Estimate	\$4,355,786.00	\$4,310,686.00

The cost for the Base Bid plus Alternate (shallow sanitary sewer) is only minimally lower than the Base Bid (deep sanitary sewer). Based on the bids, serving the properties east of 28 St via the



City Council Communication

March 23, 2026

deeper gravity sanitary sewer (Base Bid) is more cost-effective than serving those properties with a new, future sanitary lift station (Base Bid plus Alternate). A new sanitary lift station would result in higher construction costs and increased long-term operations and maintenance costs for the Wastewater Utility. Therefore, staff recommends award of the Base Bid.

Based on the low bid, the total cost of the improvements including testing, contingencies, and fees, is estimated to be approximately \$4,873,000. The project will be financed through the PIR fund and 100% of the cost of the improvements will be assessed to the benefiting properties in accordance with the applicable Developers Agreement, Special Assessment Agreement, and/or City's Special Assessment Policy. Approximately \$2,896,000 will be assessed upon project completion, approximately \$1,940,000 will be deferred to undeveloped parcels within City limits, and approximately \$17,000 will be postponed to the one parcel outside City limits. In accordance with the City's Special Assessment Policy:

- Special assessment collections for improvements benefiting undeveloped parcels within City limits are adopted and deferred, without interest, until one of the following events, whichever occurs first:
 - the year following the date the undeveloped property is platted, or
 - no later than the year following 10 years from the date of the final assessment hearing notice for the improvements.

For this project, in accordance with the Special Assessment Agreement, staff anticipates that the assessment hearing to consider adoption of the assessments will be held in the Fall of 2027 with the first installment of special assessment payments for platted parcels due in 2028. The first installment for the deferred special assessments would be due no later than 2038 for property that remains unplatted. Collections would begin sooner for parcels that are platted before 2038.

- Special assessments collections for improvements benefiting parcels outside City limits are not adopted and are postponed, without interest, until the property is annexed. Upon annexation, the adoption of postponed special assessments would be considered by the City Council at an assessment hearing.

In the City's 2026-2030 Capital Improvement Plan (CIP), the Partridge Creek Addition Street and Underground Utility Improvements, Stormwater Pond, and 28 St Improvements project (Eng. No. 25-A6-03) is tied to the Bluestem Pedestrian Bridge Project (Eng No. 22-13-04). In the CIP, the estimated total cost for the Bluestem Pedestrian Bridge Project is \$7,100,000. Funding sources include various Federal grant programs and local cost shares for the City of Moorhead and the City of Fargo. The City of Moorhead's estimated local cost-share is \$888,000. Tying the Partridge Creek Addition Street and Underground Utility Improvements, Stormwater Pond, and 28 St Improvements project to the Bluestem Pedestrian Bridge Project will allow the City to bond for the local share of the Bluestem Pedestrian Bridge Project. Debt service for the City's local share of the Bluestem Pedestrian Bridge Project will be funded by a debt service levy (i.e. no special assessments).



City Council Communication

March 23, 2026

Voting Requirements: Various

Submitted By:

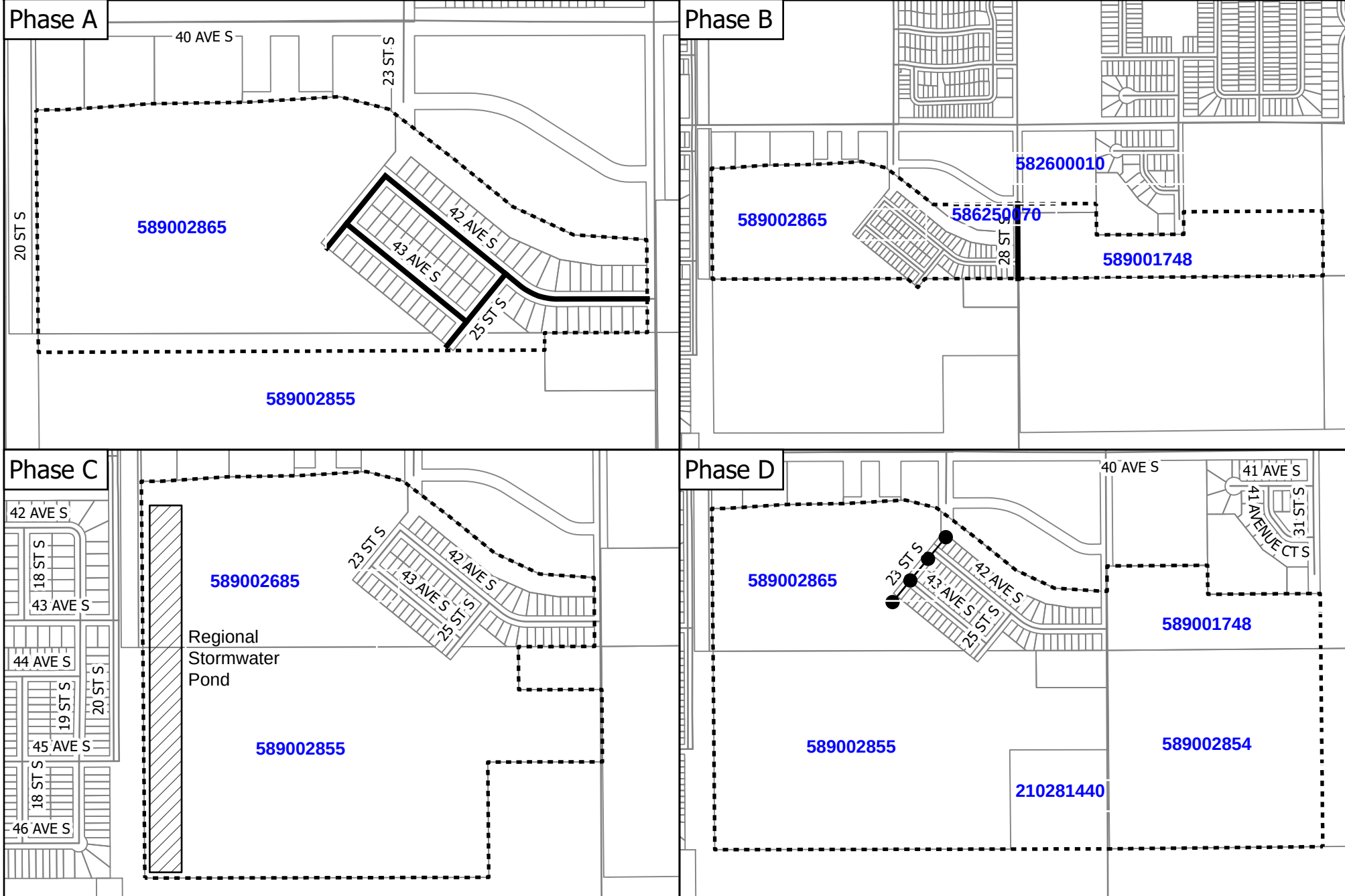
Dan Mahli, City Manager

Bob Zimmerman, Engineering Director

Attachments: Location Map, and Sample Public Hearing Notice Letters, Bid Tab

Project 25-A6-3, Improvements for Partridge Creek Subdivision

 Assessment Area
  New Road
 New Storm Pond
  Sanitary Sewer Trunk Line





**CITY OF MOORHEAD
ENGINEERING DEPT.
PO BOX 779
MOORHEAD, MN 56561-0779**

THIS IS NOT A BILL

This is a notification of the proposed improvement hearing and estimated special assessment. A final assessment hearing will be held at a later date.

March 12, 2026



PARCEL NO. [REDACTED]

PARCEL ADDRESS [REDACTED] MOORHEAD MN 56560

Project No. 812007

Eng#. 25-A6-03A

Project Description & Location: 25-A6-03A-PARTRIDGE CREEK STS AND UG UTILITIES

Assessment/Benefiting Area

All of Partridge Creek Add and those parcel to the west of Partridge Creek Addition, bounded by 40 Ave Drain Ditch on the N, BNSF RR on the W, Moorhead City limits on the S and 28 St on the E

Notice is hereby given that the City Council of Moorhead, Minnesota will meet at the Hjemkomst Center, 202 1st Ave. N., Moorhead, MN at **5:45 pm on Monday, March 23, 2026** to consider the making of improvements on the above referenced project.

The estimated total cost that would be assessed against your property for this project is \$35,220.98 and would be assessed over a 25 year period at an estimated interest rate of 6.36 %.

Below is an example of your estimated special assessment cost.

Principal Amount = \$35,220.98 / 25 years =	First year principal	\$1,408.84
	Plus 6.36% interest	\$2,240.05
	First Year payment	\$3,648.89
NOTE: Interest is charged each year on the unpaid balance		

Written or oral objections will be heard and considered at said hearing. If you wish to respond yet cannot attend, please respond in writing to the Engineering Office. Responses must be received prior to the hearing on **March 23, 2026**.

Please contact the City Clerk's Office 218-299-5166 if auxiliary aids or services are required (ten hours notice is required). TDD/TTY (for hearing and speech impaired only) dial 711.



**CITY OF MOORHEAD
ENGINEERING DEPT.
PO BOX 779
MOORHEAD, MN 56561-0779**

THIS IS NOT A BILL

This is a notification of the proposed improvement hearing and estimated special assessment. A final assessment hearing will be held at a later date.

March 12, 2026



PARCEL NO.



PARCEL
ADDRESS



MOORHEAD MN 56560

Project No. 812008

Eng#. 25-A6-03B

Project Description & Location: 25-A6-03B-PARTRDG CR-CONSTRUCT 28 ST S FROM 41 AV S APX 725'

Assessment/Benefiting Area

All of Partridge Creek Add (PCA); all of parcel directly W of PCA, Parcel W of 28 St, N of PCA from 41 Av S along 28 St apx 310'; Parcel E of 28 St from 41 Av, S, apx 77' along 28 St; Parcel E of 28 St apx 77' S of 41 Av along 28 St S apx 570'

Notice is hereby given that the City Council of Moorhead, Minnesota will meet at the Hjemkomst Center, 202 1st Ave. N., Moorhead, MN at **5:45 pm on Monday, March 23, 2026** to consider the making of improvements on the above referenced project.

The estimated total cost that would be assessed against your property for this project is \$685.75 and would be assessed over a 25 year period at an estimated interest rate of 6.36 %.

Below is an example of your estimated special assessment cost.

Principal Amount = \$685.75 / 25 years =	First year principal	\$27.43
	Plus 6.36% interest	\$43.61
	First Year payment	\$71.04
NOTE: Interest is charged each year on the unpaid balance		

Written or oral objections will be heard and considered at said hearing. If you wish to respond yet cannot attend, please respond in writing to the Engineering Office. Responses must be received prior to the hearing on **March 23, 2026**.

Please contact the City Clerk's Office 218-299-5166 if auxiliary aids or services are required (ten hours notice is required). TDD/TTY (for hearing and speech impaired only) dial 711.



**CITY OF MOORHEAD
ENGINEERING DEPT.
PO BOX 779
MOORHEAD, MN 56561-0779**

THIS IS NOT A BILL

This is a notification of the proposed improvement hearing and estimated special assessment. A final assessment hearing will be held at a later date.

March 12, 2026



PARCEL NO.



PARCEL
ADDRESS



MOORHEAD MN 56560

Project No. 812009

Eng#. 25-A6-03C

Project Description & Location: 25-A6-03C-PARTRIDGE CR-REGIONAL STORM WATER POND

Assessment/Benefiting Area

All of Partridge Creek Add (PCA); 33.25 Acre parcel directly W and adjacent to PCA and 68.75 Acre Parcel S of PCA bound by BNSF RR on W, 28 St on E, Mhd City limits on the S

Notice is hereby given that the City Council of Moorhead, Minnesota will meet at the Hjemkomst Center, 202 1st Ave. N., Moorhead, MN at **5:45 pm on Monday, March 23, 2026** to consider the making of improvements on the above referenced project.

The estimated total cost that would be assessed against your property for this project is \$2,537.13 and would be assessed over a 25 year period at an estimated interest rate of 6.36 %.

Below is an example of your estimated special assessment cost.

Principal Amount = \$2,537.13 / 25 years =	First year principal	\$101.49
	Plus 6.36% interest	\$161.36
	First Year payment	\$262.85
NOTE: Interest is charged each year on the unpaid balance		

Written or oral objections will be heard and considered at said hearing. If you wish to respond yet cannot attend, please respond in writing to the Engineering Office. Responses must be received prior to the hearing on **March 23, 2026**.

Please contact the City Clerk's Office 218-299-5166 if auxiliary aids or services are required (ten hours notice is required). TDD/TTY (for hearing and speech impaired only) dial 711.



**CITY OF MOORHEAD
ENGINEERING DEPT.
PO BOX 779
MOORHEAD, MN 56561-0779**

THIS IS NOT A BILL

This is a notification of the proposed improvement hearing and estimated special assessment. A final assessment hearing will be held at a later date.

March 12, 2026

PARCEL NO. [REDACTED]

PARCEL ADDRESS [REDACTED] MOORHEAD MN 56560

Project No. 812010

Eng#. 25-A6-03D

Project Description & Location: 25-A6-03D-PARTRIDGE CR-TRUNK SANITARY SEWER

Assessment/Benefiting Area

All of Partridge Creek Add (PCA); 33.25 Ac pcl W of PCA; 68.75 Ac pcl S of PCA; 9.74 Ac pcl out of city limits W of 28 St, next to 68.75 ac pcl on N and W sides; 18 Acs of pcl E of 28 St starting apx 77' S of 41 Av S for apx 570' S and 42 Acs of pcl E of 28 St apx 650' S of 41 Av S then S apx 1350' to end

Notice is hereby given that the City Council of Moorhead, Minnesota will meet at the Hjemkomst Center, 202 1st Ave. N., Moorhead, MN at **5:45 pm on Monday, March 23, 2026** to consider the making of improvements on the above referenced project.

The estimated total cost that would be assessed against your property for this project is \$344.15 and would be assessed over a 25 year period at an estimated interest rate of 6.36 %.

Below is an example of your estimated special assessment cost.

Principal Amount = \$344.15 / 25 years =	First year principal	\$13.77
	Plus 6.36% interest	\$21.89
	First Year payment	\$35.65
NOTE: Interest is charged each year on the unpaid balance		

Written or oral objections will be heard and considered at said hearing. If you wish to respond yet cannot attend, please respond in writing to the Engineering Office. Responses must be received prior to the hearing on **March 23, 2026**.

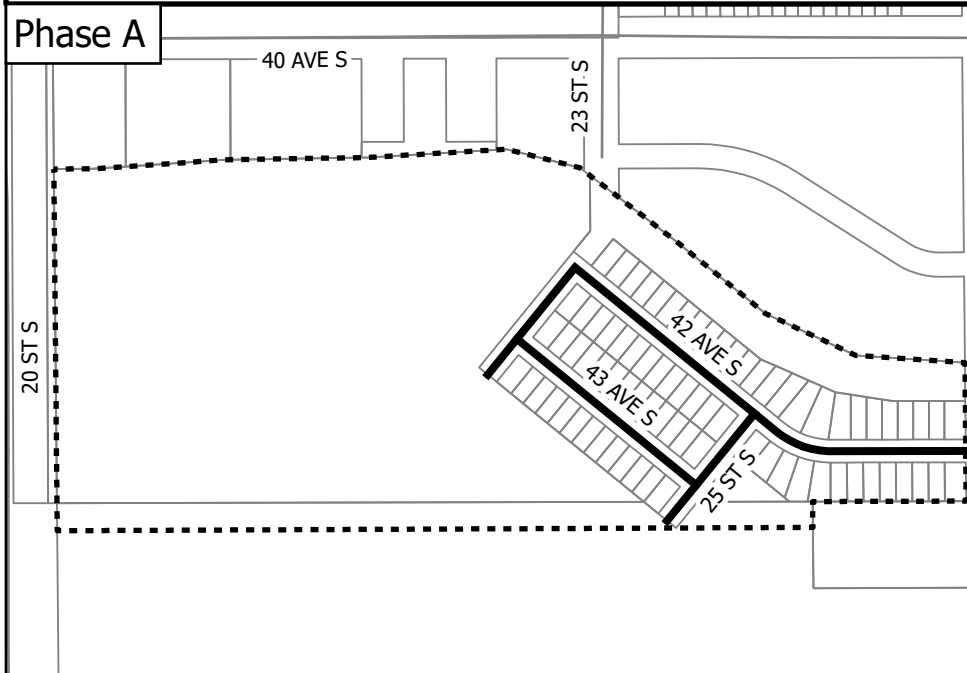
Please contact the City Clerk's Office 218-299-5166 if auxiliary aids or services are required (ten hours notice is required). TDD/TTY (for hearing and speech impaired only) dial 711.

Project 25-A6-3, Improvements for Partridge Creek Subdivision

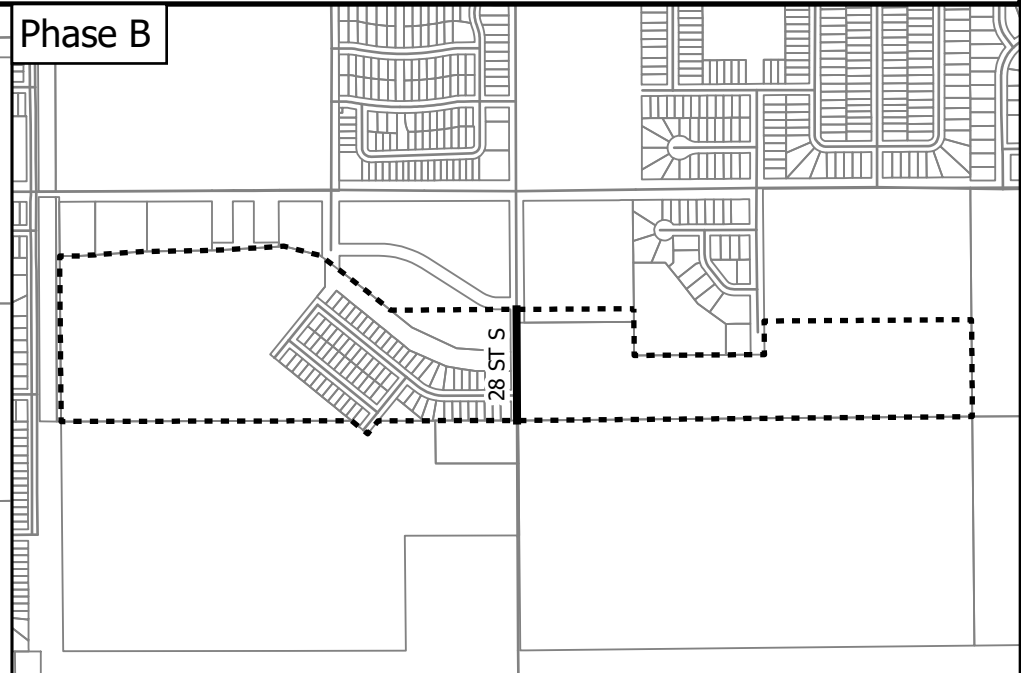
 Assessment Area  New Road
 New Storm Pond  Sanitary Sewer Trunk Line



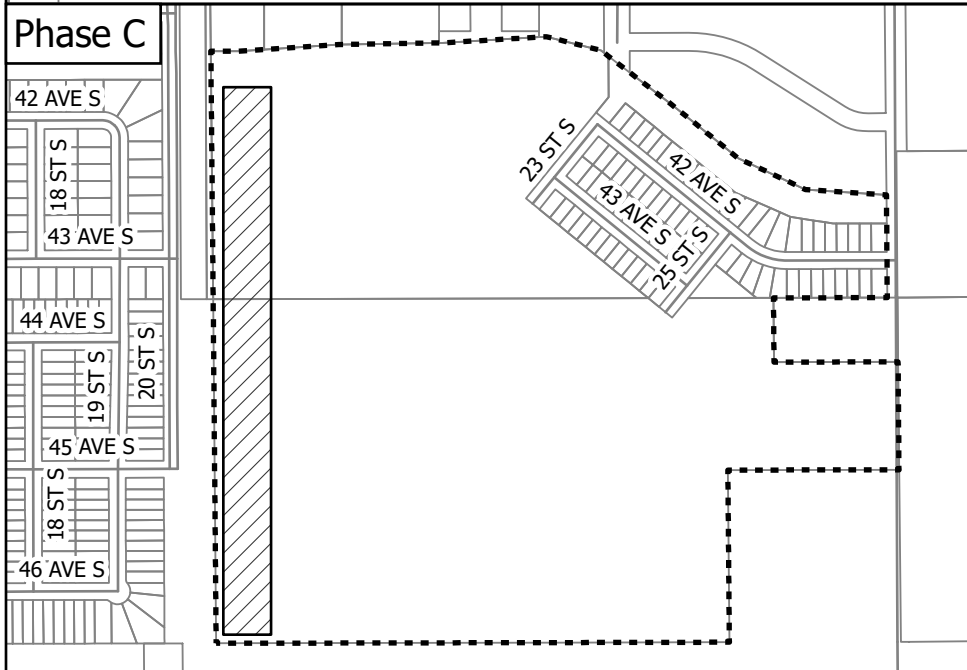
Phase A



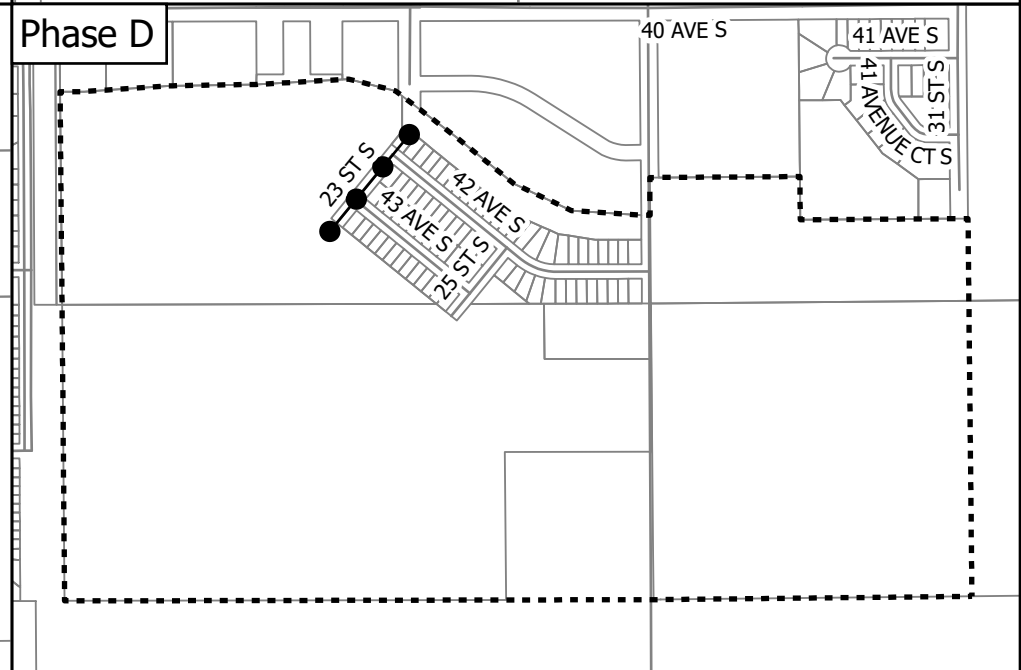
Phase B



Phase C



Phase D



BID TAB NO. 25-A6-03
PARTRIDGE CREEK ADDITION STREET & UTILITY IMPROVEMENTS, STORMWATER POND, 28TH STREET IMPROVEMENTS
3/11/2026

					2026		2026		2026		
No.	Item Code	Item Description	Units	Qty	Engineer Estimate		Ryan Contracting Co.		Dakota Underground Company		
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
SECTION I - STREET IMPROVEMENTS											
	1	2021.501	MOBILIZATION	LS	1	\$215,000.00	\$215,000.00	\$175,000.00	\$175,000.00	\$60,000.00	\$60,000.00
	2	2104.502	SALVAGE 31"x51" RCPA APRON	EA	2	\$1,500.00	\$3,000.00	\$1,500.00	\$3,000.00	\$1,000.00	\$2,000.00
	3	2104.502	REMOVE SANITARY CLEANOUT	EA	1	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$0.01	\$0.01
	4	2104.503	REMOVE 48" RC STORM PIPE	LF	30	\$50.00	\$1,500.00	\$40.00	\$1,200.00	\$0.01	\$0.30
	5	2104.503	REMOVE CULVERT	EA	3	\$300.00	\$900.00	\$500.00	\$1,500.00	\$500.00	\$1,500.00
	6	2104.503	REMOVE & REPLACE 6" PVC DRAINTILE	EA	60	\$50.00	\$3,000.00	\$40.00	\$2,400.00	\$15.00	\$900.00
	7	2104.504	REMOVE BITUMINOUS PAVEMENT	SY	364	\$15.00	\$5,460.00	\$15.00	\$5,460.00	\$15.00	\$5,460.00
	8	2104.504	REMOVE GRAVEL DRIVEWAY	SY	173	\$7.50	\$1,297.50	\$16.00	\$2,768.00	\$5.00	\$865.00
	9	2106.507	SELECT (SANDY LOAM) TOPSOIL BORROW (CV)	CY	3737	\$45.00	\$168,165.00	\$49.45	\$184,794.65	\$95.00	\$355,015.00
	10	2106.507	SELECT GRANULAR BORROW (CV) (P)	CY	826	\$45.00	\$37,170.00	\$44.50	\$36,757.00	\$60.00	\$49,560.00
	11	2106.507	EXCAVATION - COMMON (EV) (P)	CY	5370	\$10.00	\$53,700.00	\$3.25	\$17,452.50	\$7.00	\$37,590.00
	12	2108.504	GEOTEXTILE FABRIC TYPE V - MODIFIED	SY	14578	\$3.00	\$43,734.00	\$2.10	\$30,613.80	\$4.00	\$58,312.00
	13	2112.604	SUBGRADE PREPARATION	SY	13859	\$2.00	\$27,718.00	\$2.20	\$30,489.80	\$4.00	\$55,436.00
	14	2123.61	MACHINE TIME	HR	10	\$300.00	\$3,000.00	\$200.00	\$2,000.00	\$1,000.00	\$10,000.00
	15	2211.507	AGGREGATE BASE (CV) CRUSHED CONCRETE (P)	CY	2517	\$45.00	\$113,265.00	\$55.40	\$139,441.80	\$78.00	\$196,326.00
	16	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	1762	\$75.00	\$132,150.00	\$74.50	\$131,269.00	\$80.00	\$140,960.00
	17	2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3,B)	TON	2467	\$75.00	\$185,025.00	\$71.00	\$175,157.00	\$75.00	\$185,025.00
	18	2521.518	4" CONCRETE WALK	SF	6189	\$10.00	\$61,890.00	\$8.00	\$49,512.00	\$9.00	\$55,701.00
	19	2531.602	PEDESTRIAN CURB RAMP - 5' WIDE	EA	14	\$2,000.00	\$28,000.00	\$1,800.00	\$25,200.00	\$1,400.00	\$19,600.00
	20	2531.602	PEDESTRIAN CURB RAMP - 8' WIDE	EA	2	\$2,800.00	\$5,600.00	\$1,300.00	\$2,600.00	\$2,600.00	\$5,200.00
	21	2531.603	CONCRETE CURB AND GUTTER DESIGN B424	LF	1366	\$22.00	\$30,052.00	\$26.25	\$35,857.50	\$26.00	\$35,516.00
	22	2531.603	CONCRETE CURB & GUTTER - TYPE C (MOUNTABLE)	LF	4909	\$22.00	\$107,998.00	\$21.20	\$104,070.80	\$23.00	\$112,907.00
	23	2563.601	TRAFFIC CONTROL	LS	1	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00
	24	2564.602	FURNISH AND INSTALL SIGN TYPE C	SF	83	\$40.00	\$3,320.00	\$45.00	\$3,735.00	\$48.00	\$3,984.00
	25	2564.602	FURNISH AND INSTALL SIGN TYPE D	SF	37.5	\$50.00	\$1,875.00	\$34.25	\$1,284.38	\$36.00	\$1,350.00
	26	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00
	27	2573.502	STORM DRAIN INLET PROTECTION	EA	34	\$160.00	\$5,440.00	\$175.00	\$5,950.00	\$200.00	\$6,800.00
	28	2573.503	SILT FENCE , TYPE MACHINE SLICED	LF	2551	\$2.75	\$7,015.25	\$2.20	\$5,612.20	\$2.30	\$5,867.30
	29	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	366	\$3.00	\$1,098.00	\$3.75	\$1,372.50	\$4.00	\$1,464.00
	30	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH TYPE 5 HYDROMULCH	ACRE	12.9	\$3,500.00	\$45,150.00	\$3,700.00	\$47,730.00	\$3,875.00	\$49,987.50
	31	2575.505	TURF ESTABLISHMENT - GRASS SEEDING W/ STRAW DISK ANCHORING	ACRE	6.94	\$1,000.00	\$6,940.00	\$1,850.00	\$12,839.00	\$1,945.00	\$13,498.30
	32	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH BLANKET - TYPE 1	ACRE	2.39	\$4,000.00	\$9,560.00	\$8,300.00	\$19,837.00	\$8,700.00	\$20,793.00
	33	2575.505	TURF ESTABLISHMENT - GRASS SEEDING WITH BLANKET - TYPE 2	ACRE	5.08	\$4,000.00	\$20,320.00	\$9,150.00	\$46,482.00	\$9,600.00	\$48,768.00
	34	2575.523	WATER FOR TURF ESTABLISHMENT	MGAL	300	\$50.00	\$15,000.00	\$27.50	\$8,250.00	\$30.00	\$9,000.00
	35	2582.503	4" BROKEN LINE YELLOW-EPOXY GROUND IN (WR)	LF	170	\$8.00	\$1,360.00	\$10.00	\$1,700.00	\$26.50	\$4,505.00
	36	SPEC PROV	TOPSOIL STRIP & SPREAD - (EV) (STORMWATER POND) (P)	CY	24934	\$3.50	\$87,269.00	\$2.00	\$49,868.00	\$6.00	\$149,604.00
	37	SPEC PROV	EXCAVATION - COMMON (EV) (P) (STORMWATER POND)	CY	113535	\$3.75	\$425,756.25	\$2.30	\$261,130.50	\$4.60	\$522,261.00
	38	SPEC PROV	REMOVE GRAVEL ROAD	SY	2014	\$7.50	\$15,105.00	\$8.00	\$16,112.00	\$3.00	\$6,042.00
	39	SPEC PROV	TOPSOIL STRIP & SPREAD (EV) (P)	CY	5996	\$2.00	\$11,992.00	\$2.25	\$13,491.00	\$5.00	\$29,980.00
	40	SPEC PROV	INNERDUCT 2.0"	LF	120	\$15.00	\$1,800.00	\$15.00	\$1,800.00	\$10.00	\$1,200.00
SECTION I - TOTAL							\$1,890,125.00		\$1,660,737.43		\$2,266,977.41
SECTION II - SANITARY SEWER											
	41	2104.502	REMOVE SANITARY CLEANOUT	EA	1	\$500.00	\$500.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	42	2503.503	8" PVC PIPE SEWER SDR-35	LF	2123	\$65.00	\$137,995.00	\$65.00	\$137,995.00	\$43.00	\$91,289.00
	43	2503.503	15" PVC PIPE SEWER SDR-26	LF	722	\$300.00	\$216,600.00	\$160.00	\$115,520.00	\$320.00	\$231,040.00
	44	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	1	\$20,000.00	\$20,000.00	\$15,000.00	\$15,000.00	\$50,000.00	\$50,000.00
	45	2503.602	8" CLEAN-OUT ASSEMBLY	EA	4	\$3,000.00	\$12,000.00	\$2,000.00	\$8,000.00	\$1,400.00	\$5,600.00
	46	2503.602	4" SEWER RISER	EA	77	\$200.00	\$15,400.00	\$300.00	\$23,100.00	\$330.00	\$25,410.00
	47	2503.602	8"x 4" PVC WYE	EA	77	\$650.00	\$50,050.00	\$500.00	\$38,500.00	\$350.00	\$26,950.00
	48	2503.603	4" PVC SANITARY SERVICE PIPE	LF	2752	\$30.00	\$82,560.00	\$45.00	\$123,840.00	\$26.00	\$71,552.00
	49	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4007	EA	7	\$10,000.00	\$70,000.00	\$8,400.00	\$58,800.00	\$9,000.00	\$63,000.00
	50	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4007	EA	5	\$18,000.00	\$90,000.00	\$22,000.00	\$110,000.00	\$26,600.00	\$133,000.00
	51	2506.603	CONSTRUCT 8" - 8' OUTSIDE DROP	EA	2	\$8,000.00	\$16,000.00	\$8,000.00	\$16,000.00	\$13,000.00	\$26,000.00
	52	2506.603	CONSTRUCT 8" - 11' OUTSIDE DROP	EA	2	\$10,000.00	\$20,000.00	\$10,000.00	\$20,000.00	\$13,000.00	\$26,000.00
	53	2506.603	CONSTRUCT 15" - 6' OUTSIDE DROP	EA	1	\$8,000.00	\$8,000.00	\$12,000.00	\$12,000.00	\$20,000.00	\$20,000.00
	54	SPEC PROV	CLEAN AND TELEWISE PIPE SEWER MAIN	LF	2845	\$3.00	\$8,535.00	\$3.00	\$8,535.00	\$3.00	\$8,535.00
	55	SPEC PROV	LOCATOR PIPE ASSEMBLY	EA	77	\$200.00	\$15,400.00	\$200.00	\$15,400.00	\$120.00	\$9,240.00
	56	SPEC PROV	CLEAN AND TELEWISE SANITARY SEWER SERVICE LATERALS	EA	77	\$100.00	\$7,700.00	\$300.00	\$23,100.00	\$105.00	\$8,085.00
SECTION II - TOTAL							\$770,740.00		\$726,290.00		\$796,701.00

SECTION III - WATERMAIN										
57	2503.602	WATERMAIN LOWERING	EA	4	\$7,500.00	\$30,000.00	\$2,000.00	\$8,000.00	\$6,000.00	\$24,000.00
58	2503.602	DUCTILE IRON FITTINGS	EA	16	\$1,200.00	\$19,200.00	\$800.00	\$12,800.00	\$1,350.00	\$21,600.00
59	2504.602	CONNECT TO EXISTING 8" WATERMAIN	EA	1	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00
60	2504.602	CONNECT TO EXISTING 24" WATERMAIN	EA	1	\$7,500.00	\$7,500.00	\$8,000.00	\$8,000.00	\$11,000.00	\$11,000.00
61	2504.602	HYDRANT	EA	11	\$8,500.00	\$93,500.00	\$7,500.00	\$82,500.00	\$9,000.00	\$99,000.00
62	2504.602	CONNECT NEW WATER SERVICE	EA	77	\$500.00	\$38,500.00	\$500.00	\$38,500.00	\$450.00	\$34,650.00
63	2504.602	6" GATE VALVE AND BOX	EA	4	\$2,500.00	\$10,000.00	\$3,000.00	\$12,000.00	\$3,000.00	\$12,000.00
64	2504.602	8" GATE VALVE AND BOX	EA	22	\$3,000.00	\$66,000.00	\$3,400.00	\$74,800.00	\$5,000.00	\$110,000.00
65	2504.602	1" CURB STOP AND BOX	EA	77	\$750.00	\$57,750.00	\$650.00	\$50,050.00	\$650.00	\$50,050.00
66	2504.602	1" WATER SERVICE PIPE	LF	2924	\$25.00	\$73,100.00	\$40.00	\$116,960.00	\$26.00	\$76,024.00
67	2504.603	6" PVC C900 WATERMAIN	LF	93	\$45.00	\$4,185.00	\$54.00	\$5,022.00	\$40.00	\$3,720.00
68	2504.603	8" PVC C900 WATERMAIN	LF	2984	\$50.00	\$149,200.00	\$55.00	\$164,120.00	\$45.00	\$134,280.00
69	2504.604	4" POLYSTYRENE INSULATION	SY	400	\$40.00	\$16,000.00	\$40.00	\$16,000.00	\$0.01	\$4.00
SECTION III - TOTAL						\$566,935.00		\$592,752.00		\$578,328.00

SECTION IV - STORM SEWER										
70	2506.602	CONNECT TO EXISTING DRAINAGE STRUCTURE	EA	2	\$2,000.00	\$4,000.00	\$4,000.00	\$8,000.00	\$2,000.00	\$4,000.00
71	2554.602	12" CMP FLARED END SECTION	EA	1	\$500.00	\$500.00	\$500.00	\$500.00	\$750.00	\$750.00
72	2554.602	INSTALL SALVAGED 31"X51" RCPA APRON	EA	2	\$1,000.00	\$2,000.00	\$2,000.00	\$4,000.00	\$1,000.00	\$2,000.00
73	2501.502	42" RC PIPE APRON	EA	1	\$2,500.00	\$2,500.00	\$4,500.00	\$4,500.00	\$3,500.00	\$3,500.00
74	2501.502	48" PC PIPE APRON	EA	1	\$4,500.00	\$4,500.00	\$5,000.00	\$5,000.00	\$3,600.00	\$3,600.00
75	2503.503	31" x 51 RCPA CULVERT CLASS IV	LF	30	\$200.00	\$6,000.00	\$270.00	\$8,100.00	\$330.00	\$9,900.00
76	2503.503	12" RC PIPE SEWER DESIGN 3006 CL III	LF	994	\$75.00	\$74,550.00	\$58.00	\$57,652.00	\$46.00	\$45,724.00
77	2503.503	15" RC PIPE SEWER DESIGN 3006 CL III	LF	522	\$82.00	\$42,804.00	\$62.00	\$32,364.00	\$51.00	\$26,622.00
78	2503.503	18" RC PIPE SEWER DESIGN 3006 CL III	LF	620	\$90.00	\$55,800.00	\$65.00	\$40,300.00	\$59.00	\$36,580.00
79	2503.503	24" RC PIPE SEWER DESIGN 3006 CL III	LF	958	\$125.00	\$119,750.00	\$90.00	\$86,220.00	\$70.00	\$67,060.00
80	2503.503	30" RC PIPE SEWER DESIGN 3006 CL III	LF	343	\$160.00	\$54,880.00	\$130.00	\$44,590.00	\$105.00	\$36,015.00
81	2503.503	36" RC PIPE SEWER DESIGN 3006 CL III	LF	789	\$200.00	\$157,800.00	\$150.00	\$118,350.00	\$138.00	\$108,882.00
82	2503.503	42" RC PIPE SEWER DESIGN 3006 CL III	LF	214	\$250.00	\$53,500.00	\$200.00	\$42,800.00	\$187.00	\$40,018.00
83	2503.503	48" RC PIPE SEWER DESIGN 3006 CL III	LF	170	\$350.00	\$59,500.00	\$250.00	\$42,500.00	\$265.00	\$45,050.00
84	2502.503	4" PERF PVC PIPE DRAIN	LF	6275	\$12.00	\$75,300.00	\$4.75	\$29,806.25	\$9.00	\$56,475.00
85	2503.603	12" HDPE PIPE SEWER	LF	1654	\$40.00	\$66,160.00	\$40.00	\$66,160.00	\$34.00	\$56,236.00
86	2503.602	12" PIPE PLUG	EA	1	\$350.00	\$350.00	\$300.00	\$300.00	\$150.00	\$150.00
87	2503.602	15" PIPE PLUG	EA	1	\$400.00	\$400.00	\$400.00	\$400.00	\$150.00	\$150.00
88	2503.602	18" PIPE PLUG	EA	1	\$450.00	\$450.00	\$500.00	\$500.00	\$200.00	\$200.00
89	2504.604	4" POLYSTYRENE INSULATION	SY	200	\$40.00	\$8,000.00	\$50.00	\$10,000.00	\$0.01	\$2.00
90	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48"- 4020	EA	17	\$5,000.00	\$85,000.00	\$3,000.00	\$51,000.00	\$4,700.00	\$79,900.00
91	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60"- 4020	EA	6	\$9,000.00	\$54,000.00	\$6,000.00	\$36,000.00	\$7,000.00	\$42,000.00
92	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84"- 4020	EA	1	\$14,000.00	\$14,000.00	\$12,000.00	\$12,000.00	\$13,200.00	\$13,200.00
93	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 108"- 4022	EA	1	\$30,000.00	\$30,000.00	\$22,000.00	\$22,000.00	\$29,000.00	\$29,000.00
94	2506.502	CONSTRUCT POND OUTLET STRUCTURE	EA	1	\$30,000.00	\$30,000.00	\$25,000.00	\$25,000.00	\$26,000.00	\$26,000.00
95	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN G OR H	EA	32	\$2,500.00	\$80,000.00	\$2,400.00	\$76,800.00	\$2,900.00	\$92,800.00
96	2511.504	RIP-RAP, CLASS II	SY	23	\$150.00	\$3,450.00	\$60.00	\$1,380.00	\$190.00	\$4,370.00
97	SPEC PROV	CLEAN AND TELEWISE PIPE SEWER MAIN	LF	6264	\$3.00	\$18,792.00	\$3.00	\$18,792.00	\$5.00	\$31,320.00
98	SPEC PROV	REAR YARD SUMP PUMP CONNECTION	EA	60	\$400.00	\$24,000.00	\$600.00	\$36,000.00	\$450.00	\$27,000.00
SECTION IV - TOTAL						\$1,127,986.00		\$881,014.25		\$888,504.00

BID TOTAL						\$4,355,786.00		\$3,860,793.68		\$4,530,510.41
-----------	--	--	--	--	--	----------------	--	----------------	--	----------------

SECTION V - SANITARY SEWER ALTERNATE										
99	2503.503	15" PVC PIPE SEWER SDR-26	LF	722	\$250.00	\$180,500.00	\$145.00	\$104,690.00	\$265.00	\$191,330.00
100	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	1	\$20,000.00	\$20,000.00	\$15,000.00	\$15,000.00	\$50,000.00	\$50,000.00
101	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4007	EA	5	\$18,000.00	\$90,000.00	\$20,000.00	\$100,000.00	\$24,000.00	\$120,000.00
102	2506.603	CONSTRUCT 8" - 7' OUTSIDE DROP	EA	2	\$7,000.00	\$14,000.00	\$7,500.00	\$15,000.00	\$10,000.00	\$20,000.00
103	2506.603	CONSTRUCT 8" - 6' OUTSIDE DROP	EA	2	\$6,000.00	\$12,000.00	\$6,500.00	\$13,000.00	\$10,000.00	\$20,000.00
104	2506.603	CONSTRUCT 15" - 12' OUTSIDE DROP	EA	1	\$9,000.00	\$9,000.00	\$10,000.00	\$10,000.00	\$17,000.00	\$17,000.00
SECTION V - TOTAL						\$325,500.00		\$257,690.00		\$418,330.00

ALTERNATE TOTAL						\$325,500.00		\$257,690.00		\$418,330.00
-----------------	--	--	--	--	--	--------------	--	--------------	--	--------------

RESOLUTION

Resolution to Receive Petitions and Approve Special Assessment Agreement for Eng. No. 25-A6-03

WHEREAS, the City of Moorhead has received petitions from the owners of 100% of the benefiting property in Partridge Creek Addition for the City to construct the Partridge Creek Addition Street & Underground Utility Improvements, Stormwater Pond, and 28th St Improvements (Eng. No. 25-A6-03); and to assess a portion of the cost of such improvements to their property pursuant to Minnesota Statutes Annotated, Chapter 429 and the City's Special Assessment Policy; and

WHEREAS, in accordance with the Developers Agreement and the petitions received from the Developer, the City and Developer wish to enter into a Special Assessment Agreement and Waiver of Appeal that sets forth the terms of the proposed special assessments.

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

1. Certain petitions requesting the construction of street and utility improvements in Partridge Creek Addition Street & Underground Utility Improvements, Stormwater Pond, and 28th St Improvements (Eng. No. 25-A6-03) are hereby declared to be signed by the Owners of 100% of the benefiting property in Partridge Creek Addition. This declaration is made in conformity to Minnesota Statutes, Section 429.035.
2. That the proposed improvement, called Partridge Creek Addition Street & Underground Utility Improvements, Stormwater Pond, and 28th St Improvements (Eng. No. 25-A6-03) has been reviewed by the City Engineer and that the City Engineer has reported to the Council in a preliminary way that the proposed improvement is necessary, cost-effective and feasible; that it may best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.
3. That the Special Assessment Agreement & Waiver of Appeal is hereby approved and the Mayor and City Manager are authorized to execute said agreement.

PASSED: March 23, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Order Improvements and Declare Official Intent for Eng. No. 25-A6-03 and Eng. No. 22-13-04

WHEREAS, on March 23, 2026, the City Council received petitions from the owners of 100% of the Partridge Creek Addition properties for the City to construct Partridge Creek Addition Street & Underground Utility Improvements, Stormwater Pond, and 28 St Improvements (Eng. No. 25-A6-03), and to assess the benefiting portion of the cost of such improvements to their property; and

WHEREAS, on January 12, 2026, the City Council received the Preliminary Engineering Report from the City Engineer which finds that the proposed improvements are necessary, cost-effective and feasible, and may be combined with some other improvements; and

WHEREAS, for funding purposes, the Partridge Creek Street & Underground Utility Improvements, Stormwater Pond, and 28 St Improvements project (Eng. No. 25-A6-03) is tied to the Bluestem Pedestrian Bridge Project (22-13-04); and

WHEREAS, the City Planning Commission reviewed the proposed Partridge Creek Addition on July 15, 2025, and found it to be in accordance with the City's Comprehensive Plan; and

WHEREAS, on January 12, 2026, the City Council fixed a date of March 23, 2026 for a Public Hearing on the proposed improvements; and

WHEREAS, ten days' mailed notice and ten days' published notice of the hearing was given, and the hearing was held thereon on the 23rd day of March, 2026, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvements are necessary, cost-effective, and feasible, and may be constructed on their own or may be combined with some other improvements as detailed in the Preliminary Engineering Report.
2. The City's Planning Commission has reviewed the proposed capital improvement and reported in writing to the Council its findings as to compliance of the proposed improvement with the Comprehensive Municipal Plan.
3. Such improvements, including both the Partridge Creek Street & Underground Utility Improvements, Stormwater Pond, and 28 St Improvements (Eng. No. 25-A6-03) and the Bluestem Pedestrian Bridge Project (Eng. No. 22-13-04), are hereby ordered as proposed.
4. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax-exempt bonds.

PASSED: March 23, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Award Bid for Eng. No. 25-A6-03

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

Bidder	Bid
Ryan Contracting Co.	\$3,860,793.68
Dakota Underground Company	\$4,530,510.41
Engineer's Estimate	\$4,355,786.00

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

1. It is found, determined and declared that the lowest responsive, responsible bid with respect to the proposed improvement was received from Ryan Contracting Co. of Elko New Market, MN in the amount of \$3,860,793.68. Said bid is in all respects in accordance with the plans and specifications heretofore approved by the City Council. Thus, said bid is hereby in all things approved and accepted.
2. The project will be financed through the PIR fund and 100% of the cost will be assessed to the benefiting properties in accordance with the City's Special Assessment Policy and applicable Developer's Agreement.
3. The Mayor and City Manager are hereby authorized and directed to enter into a Contract with Ryan Contracting Co. of Elko New Market, MN, for Partridge Creek Addition Street & Utility Improvements, Stormwater Pond, and 28th St Improvements (Eng. No. 25-A6-03), according to the plans and specifications therefore approved by the City Council and on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$193,039.68) of the total contract amount.

PASSED: March 23, 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 23, 2026

SUBJECT:

Resolution to Approve Minor Subdivision – 4151 & 4301 28th St S – Parcel 58.900.2865 & 58.900.2855

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve a minor subdivision of 4151 & 4301 28th St S – Parcel 58.900.2865 & 58.900.2855.

BACKGROUND/KEY POINTS:

The City of Moorhead, on behalf of Meridian Mortgage LLC, has requested to subdivide the above parcels into four parcels to develop a stormwater pond for the recently platted Partridge Creek Addition. Tract A & C will be combined into one parcel for pond once City acquires parcels. The proposal is consistent with Title 11, Chapter 3 of the Moorhead City Code.

FINANCIAL CONSIDERATIONS:

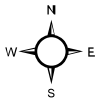
Not Applicable

Voting Requirements: Majority of Council

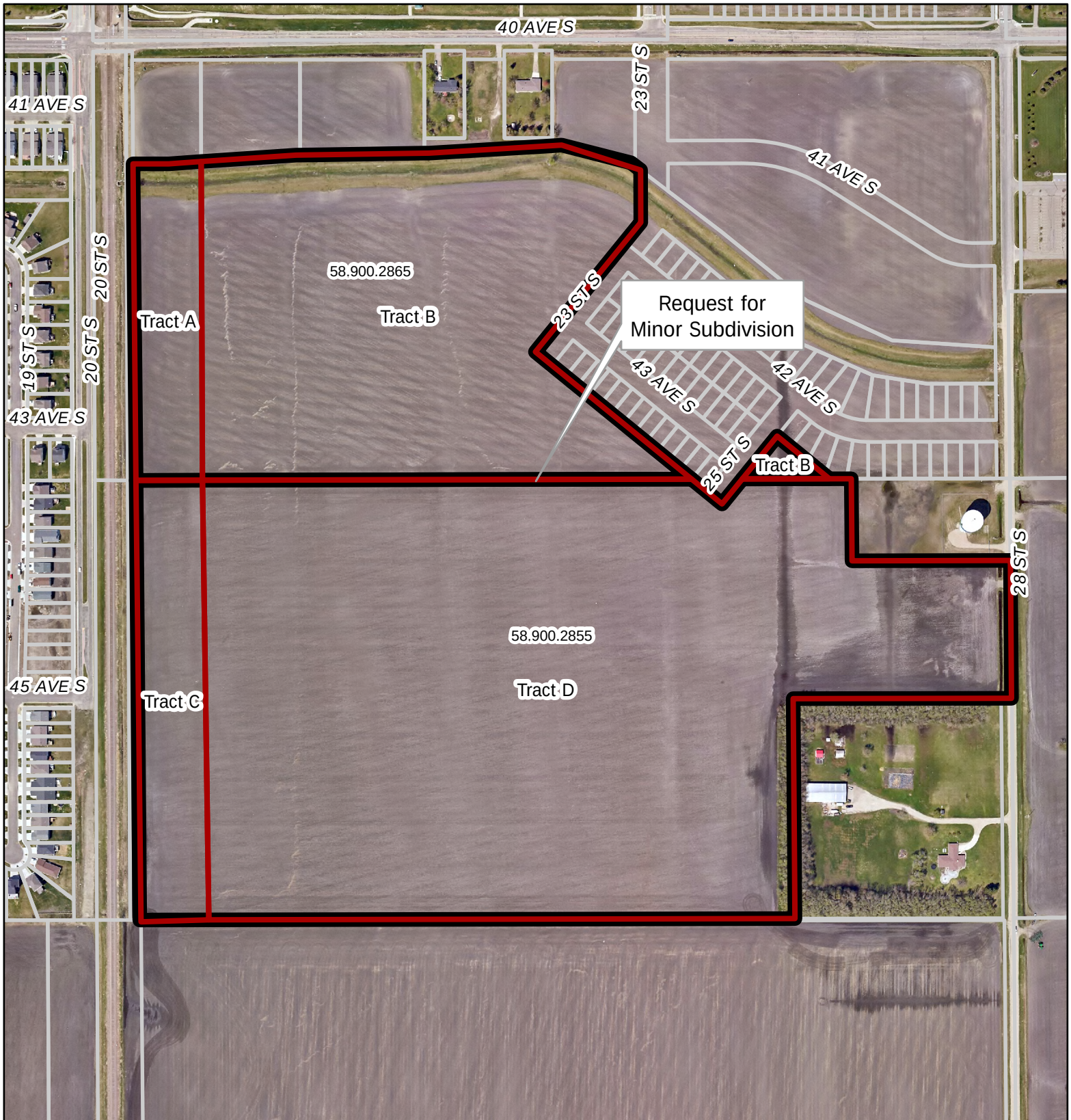
Submitted By:

Dan Mahli, City Manager
Robin Huston, City Planner / Zoning Administrator
Forrest Steinhoff, Assistant City Planner

Attachments: General Location Map
Minor Subdivision Plan
Draft Resolution

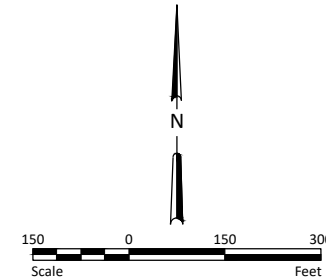
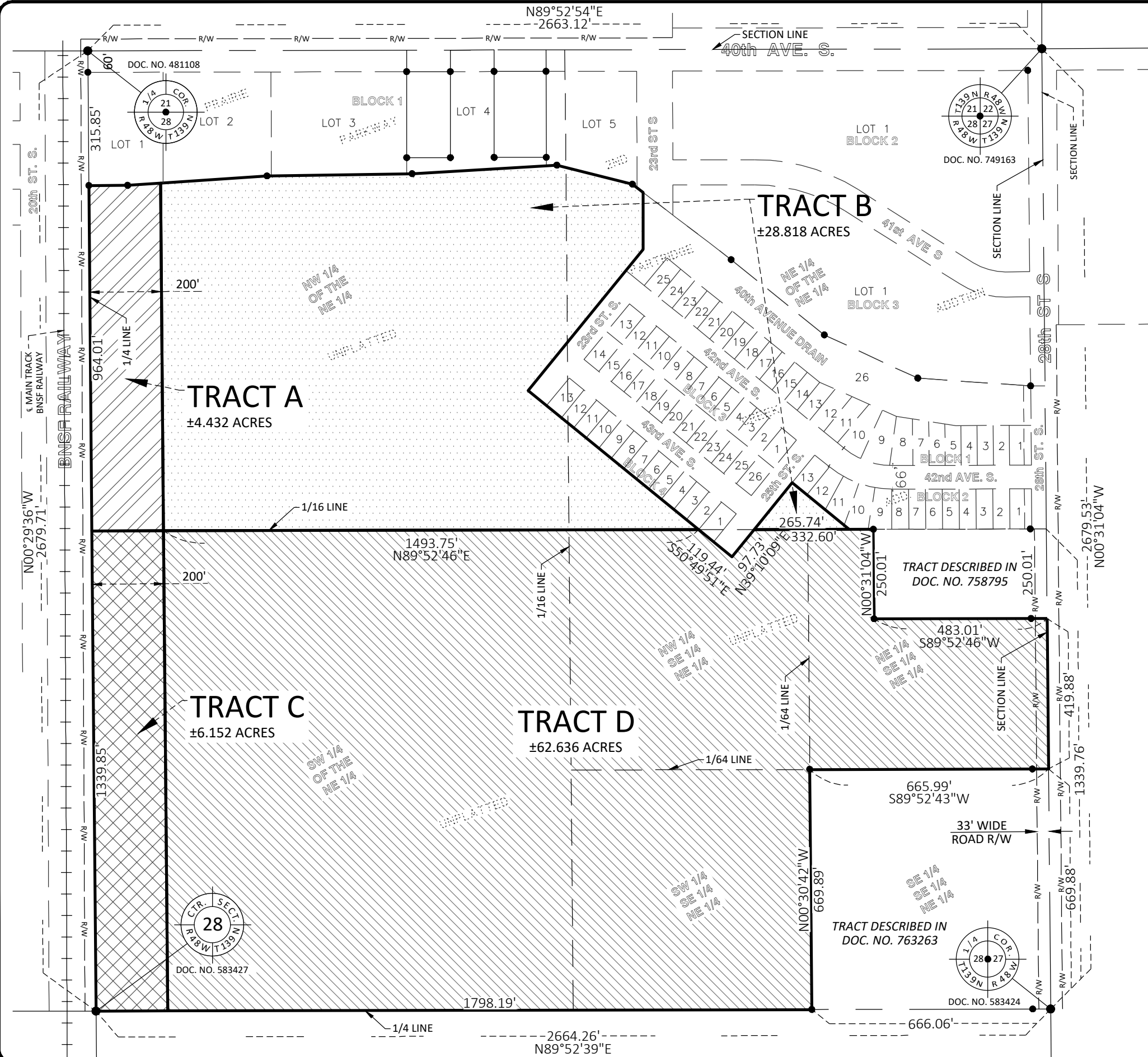


**Minor Subdivision
General Location Map**
4151 28th St S - 58.900.2856
4301 28th St S - 58.900.2855



-  Existing Parcels
-  New Parcels

H:\BN\6000\6019\6019_0172\CAD\Easements\ Pond Certificate of Survey.dwg



IRON MONUMENT FOUND
1/2" I.D. PIPE SET
MEASURED BEARING N00°00'00"E
PLAT BEARING (N00°00'00"E)
MEASURED DISTANCE 100.00'
PLAT DISTANCE (100.00')

BEARINGS SHOWN ARE BASED ON THE
CITY OF MOORHEAD HORIZONTAL DATUM

MEASURED DISTANCES SHOWN ARE GROUND
DISTANCES IN TERMS OF U.S. SURVEY FEET.

No.	Revision	Date	By	I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota. <i>Curtis A. Skarphol</i> Curtis A. Skarphol MN LS No. 42303
				3-3-2026



Drawn by DSB	Date 3-3-26
Checked by CAS	Scale AS SHOWN

CITY OF MOORHEAD
PART OF THE NE 1/4 OF SECTION 28, T139N, R48W
CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA

CERTIFICATE OF SURVEY
PROJECT NO. 6019-0172

SHEET
1 OF 2

Description - Parcel 58.900.2865:

The North Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota, excepting therefrom Prairie Parkway 2nd Addition to the City of Moorhead and Partridge Creek Addition to the City of Moorhead.

Said tract contains 33.250 acres, more or less, and is subject to easements as may be or record.

Description - Tract A:

The West 200.00 feet of the Northwest Quarter of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota, excepting therefrom Prairie Parkway 2nd Addition to the City of Moorhead.
Said tract contains 4.432 acres, more or less, and is subject to easements as may be or record.

Description - Tract B:

The North Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota, less the West 200.00 feet of the North Half of said Northeast Quarter and excepting therefrom Prairie Parkway 2nd Addition to the City of Moorhead and Partridge Creek Addition to the City of Moorhead.
Said tract contains 28.818 acres, more or less, and is subject to easements as may be or record.

Description - Parcel 58.900.2855:

The South Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota, excepting therefrom Partridge Creek Addition to the City of Moorhead.

Less the following two tracts

The Southeast Quarter, Southeast Quarter, Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota.

The North 250.00 feet of the East 483.00 feet of the South Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota.

Said tract contains 68.788 acres, more or less, and is subject to easements as may be or record.

Description - Tract C:

The West 200.00 feet of the Southwest Quarter of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota.
Said tract contains 6.152 acres, more or less, and is subject to easements as may be or record.

Description - Tract D:

The South Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota, excepting therefrom Partridge Creek Addition to the City of Moorhead.

Less the following three tracts

The West 200.00 feet of the Southwest Quarter of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota.

The Southeast Quarter, Southeast Quarter, Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota.

The North 250.00 feet of the East 483.00 feet of the South Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota.

Said tract contains 62.636 acres, more or less, and is subject to easements as may be or record.

H:\BN\6000\6019\6019_0172\CAD\Easements\Pond Certificate of Survey.dwg

				I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.  3-3-2026 Curtis A. Skarphol MN LS No. 42303			Drawn by DSB	Date 3-3-26	CITY OF MOORHEAD PART OF THE NE 1/4 OF SECTION 28, T139N, R48W CITY OF MOORHEAD, CLAY COUNTY, MINNESOTA	CERTIFICATE OF SURVEY PROJECT NO. 6019-0172	SHEET 2 OF 2
No.	Revision	Date	By	Checked by CAS	Scale AS SHOWN						

RESOLUTION

Resolution to Approve Minor Subdivision – 4151 & 4301 28th St S – Parcel 58.900.2865 & 58.900.2855

WHEREAS, City of Moorhead, on behalf of Meridian Mortgage LLC, has requested a minor subdivision of property at 4151 & 4301 28th St S – Parcel 58.900.2865 & 58.900.2855, legally described as:

Tract A:

The West 200.00 feet of the Northwest Quarter of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota, excepting therefrom Prairie Parkway 2nd Addition to the City of Moorhead. Said tract contains 4.432 acres, more or less, and is subject to easements as may be or record.

Tract B:

The North Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota, less the West 200.00 feet of the North Half of said Northeast Quarter and excepting therefrom Prairie Parkway 2nd Addition to the City of Moorhead and Partridge Creek Addition to the City of Moorhead. Said tract contains 28.818 acres, more or less, and is subject to easements as may be or record.

Tract C:

The West 200.00 feet of the Southwest Quarter of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota. Said tract contains 6.152 acres, more or less, and is subject to easements as may be or record.

Tract D:

The South Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota, excepting therefrom Partridge Creek Addition to the City of Moorhead.

Less the following three tracts

The West 200.00 feet of the Southwest Quarter of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota.

The Southeast Quarter, Southeast Quarter, Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota.

The North 250.00 feet of the East 483.00 feet of the South Half of the Northeast Quarter of Section 28, Township 139 North, Range 48 West of the Fifth Principal Meridian, City of Moorhead, Clay County, Minnesota. Said tract contains 62.636 acres, more or less, and is subject to easements as may be or record; and

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: March 23, 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 23, 2026

SUBJECT:

Resolution to Award Bid for the 2026 Wastewater Treatment Facility Roof Replacement Project, Phase 5 (Eng. No. 26-06-03)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to award the bid for the above-referenced project to All Weather Roofing & Metal LLC of Sabin, MN in the amount of \$301,900.06.

BACKGROUND/KEY POINTS:

The proposed project will replace the roof on a portion of the Wastewater Treatment Facility. The building is 43 years old and the current roof membrane is about twenty years old and has reached its end of life. There are multiple areas of the facility in need of replacement. This work is being phased over a number of years (see attached map). Costs are programmed into the Wastewater Treatment budget annually.

FINANCIAL CONSIDERATIONS:

Two (2) bids were received on March 4, 2025. The project was bid with four alternates to provide options to match the scope of work with the available budget. Staff recommends award of the Base Bid plus Alternates 1, 2, and 4 as summarized below:

Bidder	Base Bid	Alternates 1, 2 & 4	Total
All Weather Roofing & Metal LLC	\$154,164.40	\$147,735.66	\$301,900.06
Herzog Roofing and Exterior	\$2,085,722.30	\$185,325.00	\$2,271,047.30
Engineer's Estimate	\$300,000.00		

The total construction cost of the project, including contingencies, is estimated to be approximately \$316,995.06 and will be financed through the approved 2026 Wastewater Treatment budget.

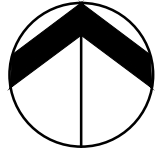
Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Robert A. Zimmerman, Engineering Director

Attachments: Location Map, Bid Tabulation

Plot Date: 03/12/2026 - 12:51pm
Drawing name: \\US0291-PPFSS01\shared_projects\193807594\CAD\Dwg\193807594-A800_P1 to P5.dwg
Xrefs.: 193807594-XXA, 193807594-BDR, BPP





2026 PHASE 5 MOORHEAD WASTEWATER TREATMENT FACILITY
Project Name: PRIMARY CLARIFIERS BUILDING SOUTH ROOF REPLACEMENT

I hereby certify that this is an exact
reproduction of bids received.

Engineering No.: 26-06-03

Stantec Project No.: 193807594

Bid Opening: Wednesday, March 4, 2026 at 10:00 AM CST

Owner: City of Moorhead, MN


Bruce Paulson, RA
License No. 20910

BID TABULATION				Bidder No. 1		Bidder No. 2	
				All Weather Roofing & Metal LLC		Herzog Roofing and Exterior	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total
BASE BID:							
PART 1 - BASE BID:							
1-1	MATERIALS, LABOR AND EQUIPMENT NECESSARY TO COMPLETE THE WORK AS DEFINED ON THE DRAWINGS AND IN THE PROJECT MANUAL	LS	1	\$153,689.50	\$153,689.50	\$2,081,000.00	\$2,081,000.00
TOTAL PART 1 - BASE BID:				\$153,689.50		\$2,081,000.00	
PART 3 - UNIT PRICES:							
3-1	MATERIALS, LABOR, AND EQUIPMENT NECESSARY TO REMOVE AND REPLACE WATER OR DRY-ROT DAMAGED DIMENSIONAL WOOD BLOCKING	BF	50	\$5.85	\$292.50	\$18.75	\$937.50
3-2	MATERIALS, LABOR, AND EQUIPMENT NECESSARY TO REMOVE AND REPLACE WATER OR DRY-ROT DAMAGED PLYWOOD SHEATHING AT PARAPETS	SF	32	\$5.70	\$182.40	\$20.75	\$3,784.80
TOTAL PART 3 - UNIT PRICES:				\$474.90		\$4,722.30	
ALTERNATE NO. 1							
2-1	ALTERNATE NO. 1: MATERIALS, LABOR AND EQUIPMENT NECESSARY TO REMOVE THE EXISTING BALLASTED SINGLE-PLY MEMBRANE ROOFING SYSTEM TO THE ROOF SUBSTRATE ON THE OLD SLUDGE LOADOUT ROOF AND INSTALL NEW SINGLE-PLY MEMBRANE ROOFING SYSTEM AS INDICATED ON THE DRAWINGS AND IN THE PROJECT MANUAL	LS	1	\$53,385.32	\$53,385.32	\$61,575.00	\$61,575.00
TOTAL ALTERNATE NO. 1				\$53,385.32		\$61,575.00	
ALTERNATE NO. 2							
2-2	ALTERNATE NO. 2: MATERIALS, LABOR AND EQUIPMENT NECESSARY TO REMOVE THE EXISTING BALLASTED SINGLE-PLY MEMBRANE ROOFING SYSTEM TO THE ROOF SUBSTRATE ON THE CHLORINE BUILDING AND INSTALL NEW SINGLE-PLY MEMBRANE ROOFING SYSTEM AS INDICATED ON THE DRAWINGS AND IN THE PROJECT MANUAL	LS	1	\$71,216.58	\$71,216.58	\$105,000.00	\$105,000.00
TOTAL ALTERNATE NO. 2				\$71,216.58		\$105,000.00	
ALTERNATE NO. 3							
2-3	ALTERNATE NO. 3: MATERIALS, LABOR AND EQUIPMENT NECESSARY TO REMOVE THE EXISTING BALLASTED SINGLE-PLY MEMBRANE ROOFING SYSTEM TO THE ROOF SUBSTRATE ON THE BLOWER BUILDING AND INSTALL NEW SINGLE-PLY MEMBRANE ROOFING SYSTEM AS INDICATED ON THE DRAWINGS AND IN THE PROJECT MANUAL	LS	1	\$36,415.88	\$36,415.88	\$41,250.00	\$41,250.00
TOTAL ALTERNATE NO. 3				\$36,415.88		\$41,250.00	
ALTERNATE NO. 4							
2-4	ALTERNATE NO. 4: MATERIALS, LABOR AND EQUIPMENT NECESSARY TO REMOVE THE EXISTING BALLASTED SINGLE-PLY MEMBRANE ROOFING SYSTEM TO THE ROOF SUBSTRATE ON THE SCREW PUMP BUILDING AND INSTALL NEW SINGLE-PLY MEMBRANE ROOFING SYSTEM AS INDICATED ON THE DRAWINGS AND IN THE PROJECT MANUAL	LS	1	\$23,133.76	\$23,133.76	\$18,750.00	\$18,750.00
TOTAL ALTERNATE NO. 4				\$23,133.76		\$18,750.00	

BID TABULATION				Bidder No. 1		Bidder No. 2	
Item Num	Item	Units	Qty	All Weather Roofing & Metal LLC		Herzog Roofing and Exterior	
				Unit Price	Total	Unit Price	Total
BASE BID SUMMARY:							
TOTAL PART 1 - BASE BID:					\$153,689.50		\$2,081,000.00
TOTAL PART 3 - UNIT PRICES:					\$474.90		\$4,722.30
TOTAL BASE BID					\$154,164.40		\$2,085,722.30
TOTAL ALTERNATE NO. 1					\$53,385.32		\$61,575.00
TOTAL ALTERNATE NO. 2					\$71,216.58		\$105,000.00
TOTAL ALTERNATE NO. 3					\$36,415.88		\$41,250.00
TOTAL ALTERNATE NO. 4					\$23,133.76		\$18,750.00
Contractor Name and Address:				All Weather Roofing & Metal LLC		Herzog Roofing, Inc.	
				26 3rd Street S.		P. O. Box 245	
				Sabin, MN 56580		Detroit Lakes, MN 56502	
Phone:				(320) 980-1906		(218) 847-1121	
Email:				allweatherroofingnd@gmail.com		tim@herzogroofing.com	
Signed By:				Samantha Kluver		Tim Serviss	
Title:				An Individual		Project Manager	
Bid Security:				Bid Bond		Bid Bond	
Responsible Contractor Certification:				Yes		Yes	
Addenda Acknowledged:				1		1	

RESOLUTION

Resolution to Award Bid for the 2026 Wastewater Treatment Facility Roof Replacement Project, Phase 5 (Eng. No. 26-06-03)

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

Bidder	Base Bid	Alternates 1, 2 & 4	Total
All Weather Roofing & Metal LLC	\$154,164.40	\$147,735.66	\$301,900.06
Herzog Roofing and Exterior	\$2,085,722.30	\$185,325.00	\$2,271,047.30
Engineer's Estimate	\$300,000.00		

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

1. It is found, determined, and declared that the lowest responsive, responsible bid with respect to the proposed project was received from All Weather Roofing & Metal LLC of Sabin, MN in the amount of \$301,900.06. Said bid is in all respects in accordance with the approved plans and specifications for the project. Thus, said bid is hereby approved and accepted.
2. The project will be financed through the approved 2026 Wastewater Treatment budget.
3. The Mayor and City Manager are hereby authorized and directed to enter into a contract with All Weather Roofing & Metal LLC of Sabin, MN for the 2026 Wastewater Treatment Facility Roof Replacement Project, Phase 5 (Eng. No. 26-06-03) according to the plans and specifications on file in the office of the City Engineer.
4. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bid, except the deposits of the successful bidder and the next lowest bid shall be retained until a contract has been signed.
5. The City Manager is hereby authorized to approve minor extra work orders and change orders as necessary to satisfactorily complete the work up to a cumulative total not-to-exceed 5% (\$15,095.00) of the total contract amount.

PASSED: March 23, 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 23, 2026

SUBJECT:

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 40th Ave S Mill & Overlay from 8th St to 20th St (Eng. No. 26-A2-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve plans & specifications and authorize advertisement for bids for the 40th Ave S Mill & Overlay from 8th St to 20th St (Eng. No. 26-A2-01).

BACKGROUND/KEY POINTS:

The proposed project consists of improvements to 40th Ave S between 8th St and 20th St. The project is included in the City's 2026-2030 Capital Improvement Plan and is scheduled for construction of improvements in 2026.

On December 8, 2025, the City Council ordered the preparation of the Preliminary Engineering Report (PER). On January 22, 2026, a public open house was held and following the open house, project information was made available on the City website. The open house and the web page were intended to solicit public feedback while the PER was being prepared. Most of the comments received strongly supported the pedestrian improvements. The proposed roundabout received mixed reviews.

The PER was completed by Bolton & Menk under the direction of the City Engineer and was received by the Council on February 23, 2026. The report evaluated the existing street and utility systems, considering how they were constructed and maintained, their age and current condition, information obtained from soil borings and sewer televising, and existing traffic conditions and future anticipated traffic. The report made various recommendations for safety and operational improvements including the construction of a roundabout at the intersection of 14th St and the installation of additional sidewalks and pedestrian crossing enhancements. Following receipt of the report, the Council ordered preparation of plans & specifications for the making of the recommended improvements as proposed in the report.

Bolton & Menk has prepared plans & specifications for the proposed improvements under the direction of the City Engineer. City staff recommends that the Council approve the plans & specifications and authorize advertisement for bids.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer's Report	Dec. 8, 2025
Receive Engineer's Report, Order Plans & Specs, and Call for a Public Hearing	Feb. 23, 2026
Approve Plans & Specs and Authorize Ad for Bids	March 23, 2026
Receive Bids	April, 2026
Hold Public Hearing, Order Improvements, Declare Intent to Assess & Award Bid	April 27 or May 11 2026
Anticipated Construction Schedule	May – Oct., 2026
Hold Assessment Hearing	Fall 2026



City Council Communication

March 23, 2026

FINANCIAL CONSIDERATIONS:

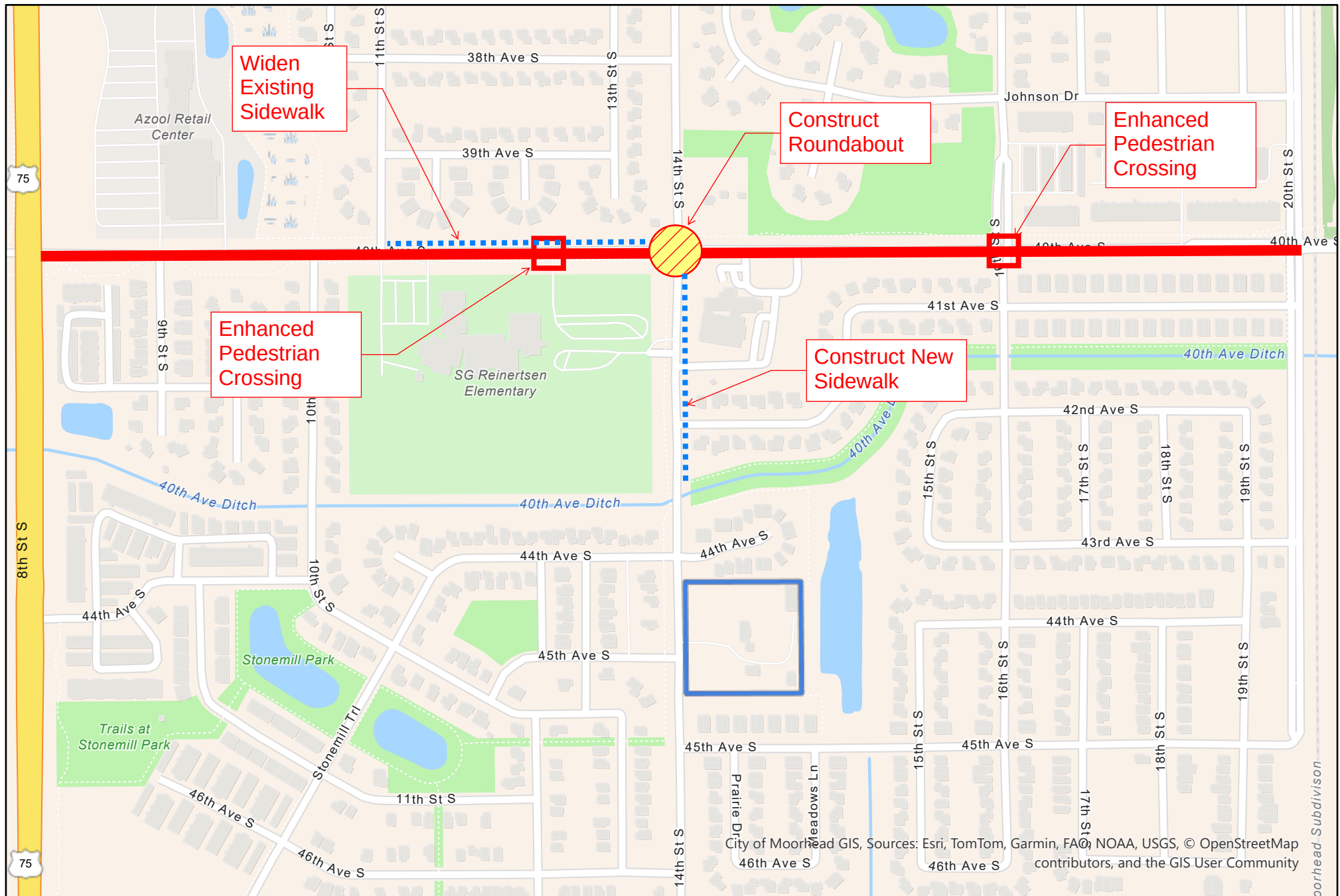
The cost of the above requested actions is negligible at this time, and consists of printing and mailing costs. The total project cost, including contingencies and fees, is preliminarily estimated at \$3,500,000. It is proposed to finance the project through the PIR Fund using a General Obligation Improvement Bond, and to assess approximately \$1,039,000 of the total project cost to the benefiting properties in accordance with the City's Special Assessment Policy. The balance of the project cost (\$2,461,000) 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



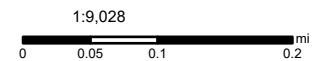
City of Moorhead GIS, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

40th Ave S (8th St to 20th St) Improvements Location Map



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

Date: 3/17/2026 Time: 10:25 AM



RESOLUTION

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for 40th Ave S Mill & Overlay from 8th St to 20th St (Eng. No. 26-A2-01)

WHEREAS, pursuant to a resolution passed by the City Council on February 23, 2026, Bolton & Menk has prepared plans & specifications for the 40th Ave S Mill & Overlay from 8th St to 20th St (Eng. No. 26-A2-01) 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 23, 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 23, 2026

SUBJECT:

Resolution to Approve Temporary Easements for Temporary Construction Access for Center Avenue from 8th to 10th St (Eng. No. 25-02-01)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to authorize temporary easements for the above-referenced project.

BACKGROUND/KEY POINTS:

The proposed improvement along Center Ave from 8th St to 10th St is included in the City's 2026-2030 Capital Improvement Plan for construction in 2026. The project consists of the full reconstruction of the roadway to include on-street parking along the north side, sidewalks on both sides, and a bike path along the north side that will be separated from the sidewalk by a landscaped buffer zone. As part of the project, the City is replacing all the street lighting within the project limits.

While Center Ave is under construction, portions will be closed to traffic. While through traffic can be diverted, it is critical to maintain access to the adjacent businesses. Some of the adjacent property owners have expressed support for temporary easements that will allow more substantial road closures (and more efficient construction practices) while still maintaining suitable business access.

Staff recommends that the Council authorize temporary easements with the following properties:

Address

10 8th St S
13 8th St N
21 9th St N
904 Center Ave

Owner

RST Investments LLC
Duane & Lois Farnam LLP
MBA Investments LLC
Center Avenue LLC

FINANCIAL CONSIDERATIONS:

The total estimated cost of the temporary easements is estimated to be approximately \$55,000, but may be slightly more or less as the easements are finalized. The cost for the easements will be paid through the project budget which is being funded through a MnDOT Local Partnership Program Grant, an Active Transportation Grant, and Municipal State Aid funds.

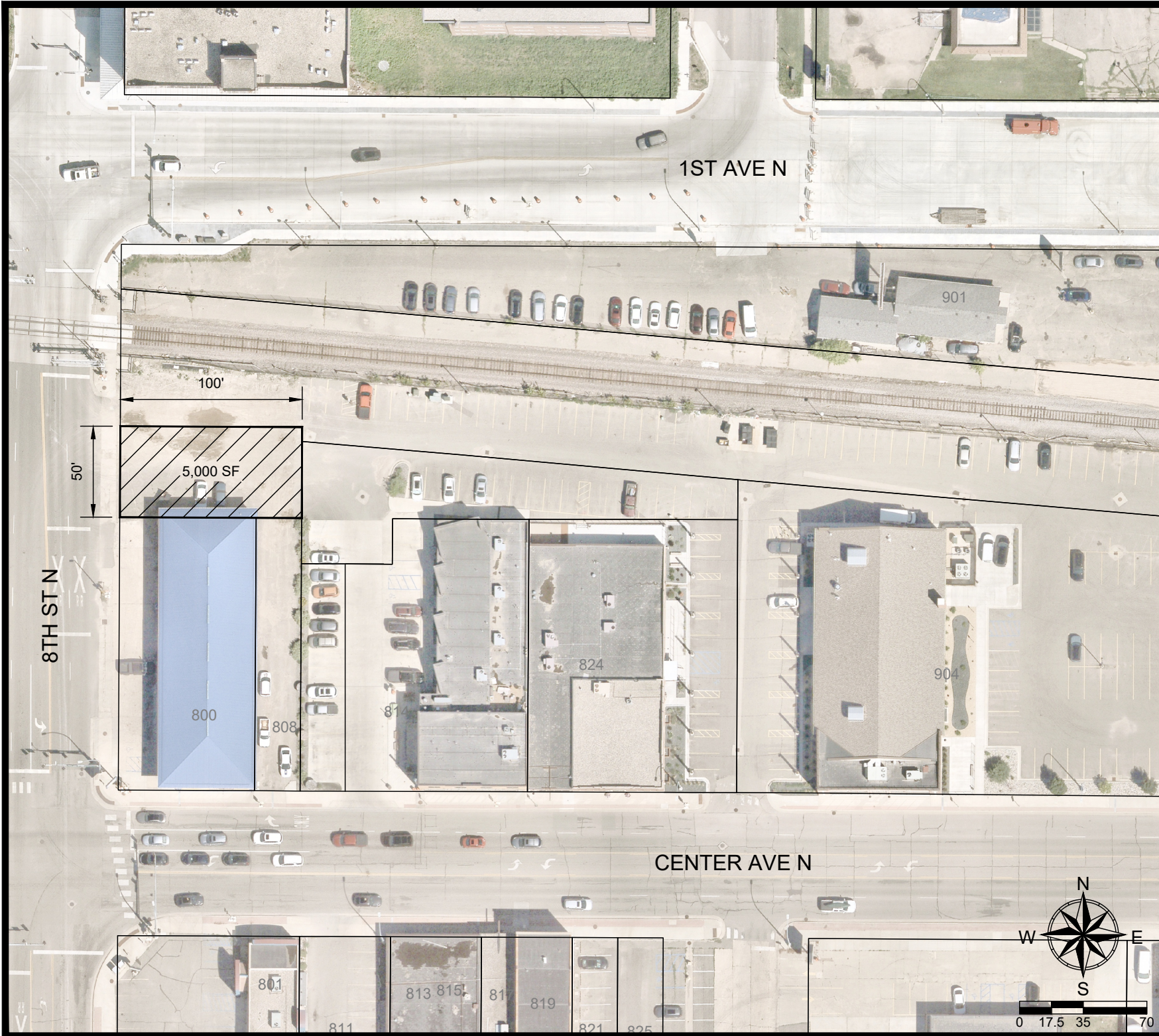
Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Clay Lexen, Assistant City Engineer

Attachments: Easement Exhibits

G:\ENGR\PROJ\2025\25-02-01 - Center Avenue - 8th to 10th\AutoCAD\Drawings\Center Ave - 8th to 10th Easements 12-5-25 - 2/10/2026 8:28 AM



13 8TH ST N MOORHEAD, MN 56560

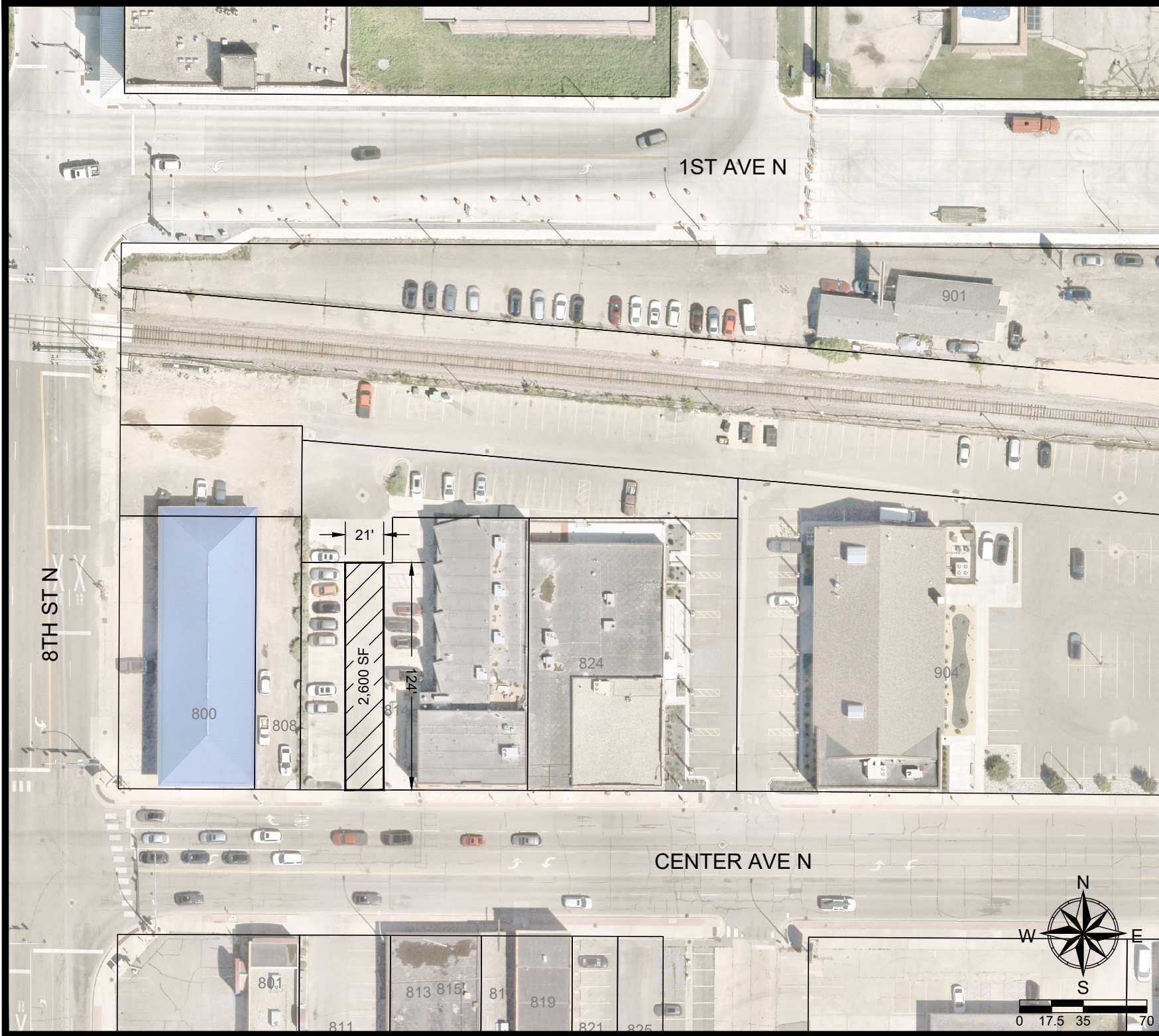
FEBRUARY 10TH, 2026

SHEET

1

Page 04 of 105

G:\ENGR\PROJ\2025\25-02-01 - Center Avenue - 8th to 10th\AutoCAD\Drawings\Center Ave - 8th to 10th Easements 12-5-25 - 2/10/2026 8:28 AM



21 9TH ST N MOORHEAD, MN 56560
904 CENTER AVE MOORHEAD, MN 56560

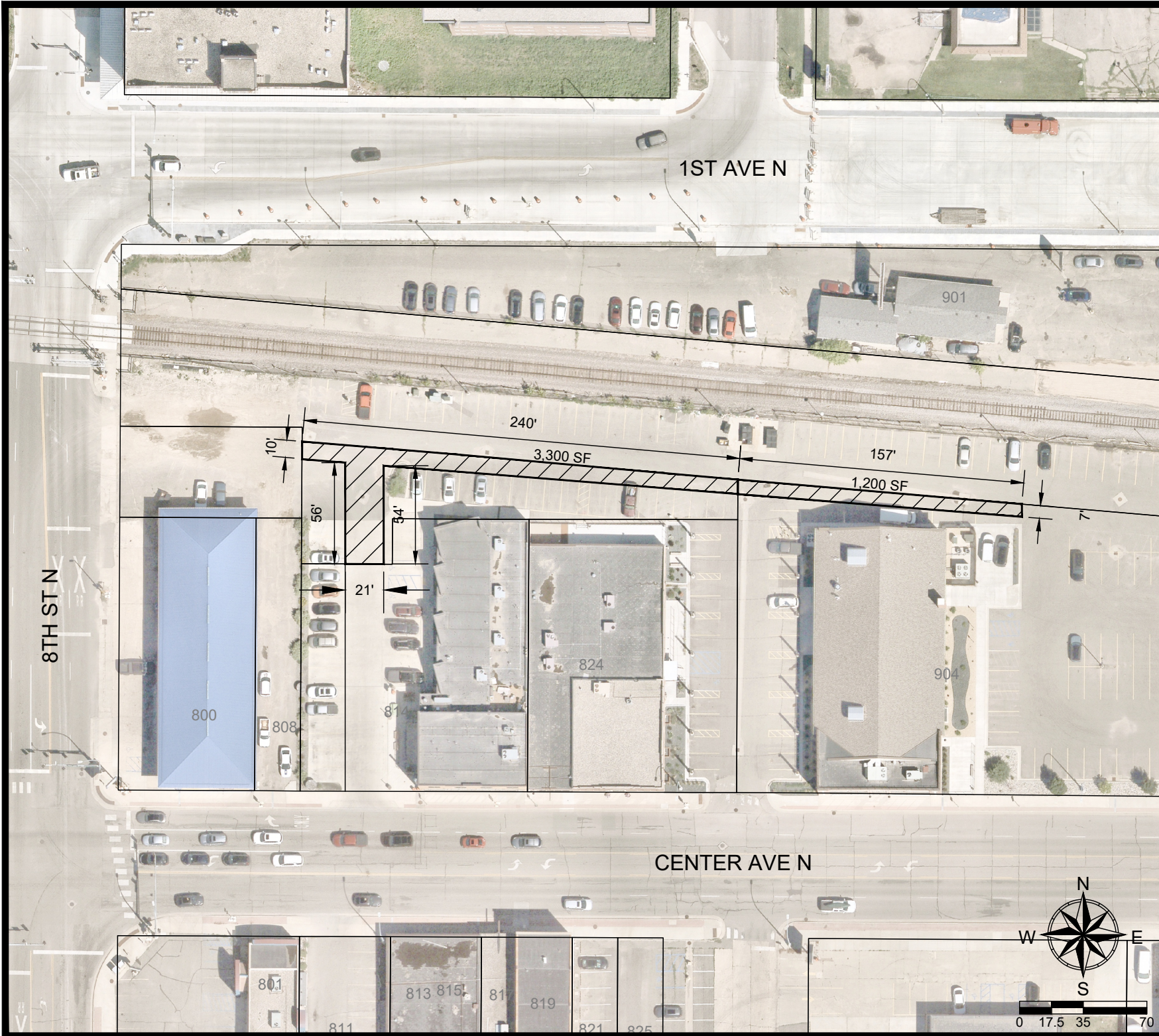
FEBRUARY 10TH, 2026

SHEET

1

Page 02 of 105

G:\ENGR\PROJ\2025\25-02-01 - Center Avenue - 8th to 10th\AutoCAD\Drawings\Center Ave - 8th to 10th Easements 12-5-25 - 2/10/2026 8:29 AM



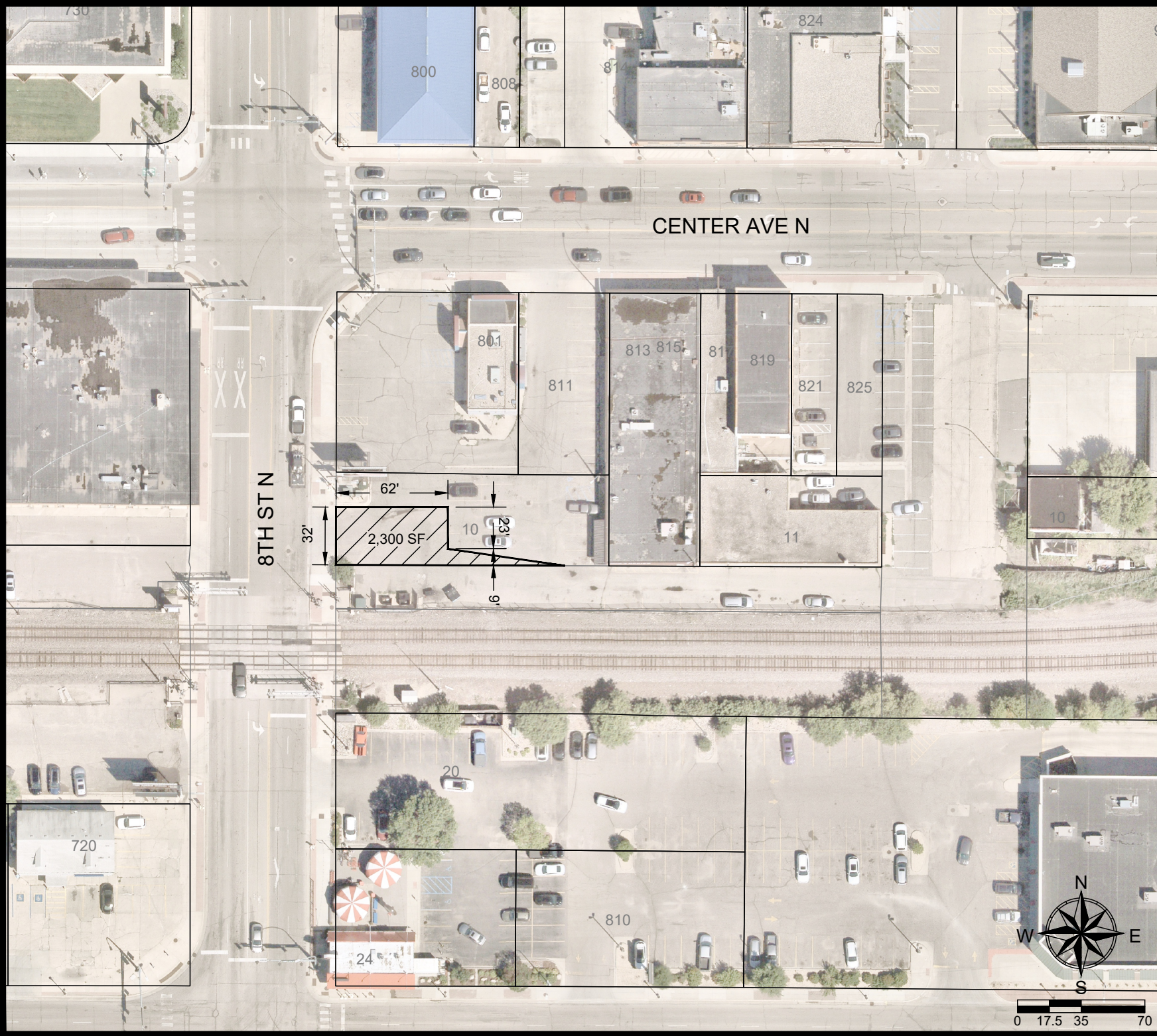
21 9TH ST N MOORHEAD, MN 56560
904 CENTER AVE MOORHEAD, MN 56560

FEBRUARY 10TH, 2026

SHEET

1

Page 02 of 105



10 8TH ST S MOORHEAD, MN 56560

FEBRUARY 10TH, 2026

SHEET

1

Page 04 of 105

RESOLUTION

Resolution to Approve Temporary Easements for Temporary Construction Access for Center Avenue from 8th to 10th St (Eng. No. 25-02-01)

WHEREAS, improvements on Center Ave from 8th St to 10 St (Eng. No. 25-02-01) are included in the City's 2026-2030 Capital Improvement Plan for construction in 2026; and

WHEREAS, temporary easements to facilitate construction of the project have been prepared and have been reviewed by the City Attorney; and

WHEREAS, the total estimated cost for the easements is approximately \$55,000, but may be slightly more or less as the easements are finalized; and

WHEREAS, the cost for the temporary easements will be paid through the project budget which is being funded through a MnDOT Local Partnership Program Grant, an Active Transportation Grant, and Municipal State Aid funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized to execute said temporary easements.

PASSED: March 23, 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 23, 2026

SUBJECT:

Resolution to Approve the Joint Powers Agreement – Minnesota Anti-Heroin Task Force (AHTF) Renewal

RECOMMENDATION:

The Mayor and City Council are asked to approve the Joint Powers Agreement renewal between the City of Moorhead and the Minnesota Bureau of Criminal Apprehension for participation in the Minnesota Anti-Heroin Task Force (AHTF).

BACKGROUND/KEY POINTS:

The AHTF program provides investigative support and overtime reimbursement for heroin, opioid, and overdose-related investigations.

Key elements of the agreement:

- Authorizes continued participation in statewide collaborative efforts to combat heroin and opioid distribution.
- Establishes a five-year term from the date the BCA completes all required signatures.
- Provides reimbursement for overtime linked to qualifying investigations.
- Requires monthly reporting, case submissions, and compliance with AHTF program standards.
- Supports investigations involving overdoses, prescription-opioid diversion, and trafficking impacting Indian Country or tied to fatal incidents.
- Includes BCA-provided support such as a Senior Special Agent Project Coordinator and a Criminal Intelligence Analyst.

FINANCIAL CONSIDERATIONS:

No impact to the City's budget. Eligible overtime costs are reimbursable from the BCA through their state-administered grant funding.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Chris Helmick, Chief of Police

Attachments:

RESOLUTION

Resolution to Approve the Joint Powers Agreement - Minnesota Anti-Heroin Task Force (AHTF) Renewal

WHEREAS, the City of Moorhead and the Minnesota Bureau of Criminal Apprehension (BCA) desire to renew their Joint Powers Agreement for participation in the Minnesota Anti Heroin Task Force (AHTF); and

WHEREAS, the Agreement establishes a five-year term beginning upon final execution by the BCA and outlines investigative standards, monthly reporting requirements, case submission procedures, and compliance obligations for grant funded programs; and

WHEREAS, the Agreement authorizes reimbursement for eligible overtime expenses incurred during qualifying investigations, subject to timely submission and approval requirements; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized to enter into the Minnesota Anti Heroin Task Force Joint Powers Agreement Renewal with the Minnesota Bureau of Criminal Apprehension.

PASSED: March 23, 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 23, 2026

SUBJECT:

Resolution to Approve Joint Powers Agreement – Minnesota Human Trafficking Investigators Task Force (MNHITF)

RECOMMENDATION:

The Mayor and City Council are asked to approve the Joint Powers Agreement (JPA) between the City of Moorhead and the Minnesota Bureau of Criminal Apprehension (BCA) to participate in the Minnesota Human Trafficking Investigators Task Force (MNHITF) as an affiliate agency.

BACKGROUND/KEY POINTS:

The Minnesota Human Trafficking Investigators Task Force is a statewide initiative led by the BCA aimed at combating both sex and labor trafficking through a coordinated, multi-agency approach.

Key elements of the JPA include:

- Authorizes the Moorhead Police Department to participate as a MNHITF Affiliate Member.
- Establishes a five-year agreement term beginning upon BCA's execution.
- Defines a three-pronged strategy of prevention, education, and enforcement to investigate and prosecute human trafficking cases.
- Requires assigned members to investigate organized and individual trafficking operations, with priority placed on cases involving minors.
- Requires participation in proactive trafficking operations, victim recovery efforts, and use of appropriate investigative technologies.
- Establishes detailed reporting requirements, including quarterly statistics, briefing sheets, investigative reports, and documentation of victim recoveries.
- Provides reimbursement eligibility for approved expenses upon submission of receipts and quarterly expense reports.
- BCA provides command oversight through an Assistant Special Agent in Charge (ASAC).

Participation enhances Moorhead PD's investigative capability and connects the department to statewide intelligence, operations, and victim-recovery partnerships.

FINANCIAL CONSIDERATIONS:

No direct City expense. Reimbursement available for approved investigative expenditures, as outlined in the Agreement.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Chris Helmick, Chief of Police

Attachments:

RESOLUTION

Resolution to Approve the Joint Powers Agreement - Minnesota Human Trafficking Investigators Task Force (MNHITF)

WHEREAS, the City of Moorhead and the Minnesota Bureau of Criminal Apprehension (BCA) wish to enter into a Joint Powers Agreement to allow the City of Moorhead Police Department to participate as an Affiliate Member in the Minnesota Human Trafficking Investigators Task Force (MNHITF); and

WHEREAS, the Agreement requires the Moorhead Police Department to assign licensed peace officers to the Task Force who will engage in proactive investigations, multi-jurisdictional enforcement, victim recovery, and quarterly statistical reporting; and

WHEREAS, the Agreement provides reimbursement for certain pre-approved investigative expenses, subject to quarterly reporting and documentation requirements; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized to enter into the Minnesota Human Trafficking Investigators Task Force Joint Powers Agreement with the Minnesota Bureau of Criminal Apprehension.

PASSED: March 23, 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 23, 2026

SUBJECT:

Resolution to Approve Joint Powers Agreement with the Minnesota Internet Crimes Against Children (ICAC) Task Force

RECOMMENDATION:

The Mayor and City Council are asked to approve the Joint Powers Agreement (JPA) renewal between the City of Moorhead and the Minnesota Bureau of Criminal Apprehension (BCA) for participation in the Minnesota Internet Crimes Against Children (ICAC) Task Force.

BACKGROUND/KEY POINTS:

The Minnesota ICAC Task Force is a statewide initiative led by the BCA to combat the exploitation of children via technology.

Key elements of the agreement:

- Allows Moorhead Police Department to continue as an affiliate agency of the ICAC Task Force.
- Establishes a five-year term beginning upon final signature.
- Provides access to reimbursement for equipment, overtime, training, and related investigative expenses.
- Requires adherence to ICAC operational and investigative standards established by the Office of Juvenile Justice Delinquency Prevention (OJJDP).
- Requires monthly performance data submissions to maintain program eligibility.
- Supports investigations and enforcement operations aimed at preventing and prosecuting crimes involving the exploitation of children.

FINANCIAL CONSIDERATIONS:

No City funding is required. Eligible investigative expenses are reimbursable through the ICAC Task Force funding structure.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Chris Helmick, Chief of Police

Attachments:

RESOLUTION

Resolution to Approve Joint Powers Agreement with the Minnesota Internet Crimes Against Children (ICAC) Task Force

WHEREAS, the City of Moorhead and the Minnesota Bureau of Criminal Apprehension (BCA) desire to enter into a Joint Powers Agreement for participation in the Minnesota Internet Crimes Against Children (ICAC) Task Force; and

WHEREAS, the Agreement establishes a five-year term beginning upon the date the BCA obtains all required signatures and outlines investigative standards, reporting requirements, and supervision responsibilities; and

WHEREAS, the Agreement authorizes reimbursement for eligible expenses incurred by the Moorhead Police Department, including training, equipment, overtime, and investigative costs associated with ICAC operations; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized to enter into the Minnesota Internet Crimes Against Children Task Force Joint Powers Agreement with the Minnesota Bureau of Criminal Apprehension.

PASSED: March 23, 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 23, 2026

SUBJECT:

Resolution to Approve Declaration of Surplus Equipment – Police Department Handguns, Holsters, and Weapon Lights and Authorizing the Sale of Surplus

RECOMMENDATION:

The Mayor and City Council are asked to approve a resolution declaring the Police Department's replaced handguns, holsters, and weapon lights as surplus equipment, authorizing their sale to Northern Plains Gunworks at the agreed trade-in value, acknowledging that officers may purchase their former duty handgun from the vendor at the vendor's trade-in price, and directing that all revenue received from the sale be deposited into the appropriate Police Department's revenue account.

BACKGROUND/KEY POINTS:

The Police Department recently completed the transition to updated duty handguns. As a result, the older service handguns, along with associated holsters and weapon-mounted lights that are no longer compatible with the new equipment, have been removed from service.

Historically, the City has sold retired handguns to Northern Plains Gunworks, a Federal Firearms License (FFL) dealer located in Moorhead. Northern Plains then resells these firearms in compliance with federal requirements. This vendor-based process ensures that firearms are not sold directly by the City and provides an opportunity for licensed officers to purchase their former duty handgun through the vendor at the established trade-in value if they wish to do so. This practice has been confirmed as appropriate and compliant with prior guidance and again in recent correspondence.

Associated equipment, including holsters and weapon lights, cannot be repurposed for the new handgun platform. These items must therefore be liquidated, either through sale directly to officers by the City or through disposal or auction of any remaining inventory.

Following a review of this process, the City's legal counsel has advised that best practice is for the City Council to formally declare the outgoing equipment as surplus and authorize the sale of firearms to the vendor, with clear acknowledgment that officers may purchase their former handgun from the vendor—not directly from the City. Officers would be able to purchase the accessories directly from the City as there is no licensing requirement for those items.

FINANCIAL CONSIDERATIONS:

Revenues from the sale of handguns and accessories will be deposited into the Police Department internal revenue account. The revenue to the City will be generated through the vendor sale and any applicable sale of remaining accessories.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Chris Helmick, Chief of Police

Attachments: None

RESOLUTION

Resolution to Approve Declaration of Surplus Equipment - Police Department Handguns, Holsters, and Weapon Lights and Authorizing the Sale of Surplus

WHEREAS, the Moorhead Police Department has recently replaced its standard-issue duty handguns, resulting in the removal of prior-generation handguns, holsters, and weapon-mounted lights from active service; and

WHEREAS, best practice, as affirmed in internal guidance from counsel, is for the City Council to formally declare such equipment as surplus and authorize the sale of firearms through a licensed firearms dealer rather than direct sale by the City; and

WHEREAS, Northern Plains Gunworks, a Federal Firearms License (FFL) dealer, has agreed to purchase the handguns at an established trade-in value and may subsequently offer individual officers the option to purchase their former duty handgun at the vendor's sale price in accordance with federal and state law; and

WHEREAS, any holsters, weapon lights, or other accessories associated with the replaced equipment that are not purchased by officers will be liquidated through disposal or auction as appropriate, and any revenue generated will be deposited into the appropriate Police Department's budget account.

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

1. The Police Department's replaced handguns, holsters, and weapon-mounted lights are hereby declared surplus equipment.
2. The City is authorized to sell the surplus handguns to Northern Plains Gunworks at the agreed-upon trade-in value.
3. It is expressly acknowledged that officers may purchase their former duty handgun only through Northern Plains Gunworks, and not directly from the City.
4. Other accessories may be purchased directly from the City by officers, liquidated through auction, or disposal.
5. All proceeds returned to the City from the sale or liquidation of surplus equipment shall be deposited into the appropriate Police Department's revenue account.

PASSED: March 23, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Approve Labor Agreement and Memorandums of Understanding Between the City of Moorhead and Law Enforcement Labor Services (LELS) Local 610 – Battalion Chiefs

WHEREAS, Law Enforcement Labor Services (LELS) is the exclusive representative for certain City of Moorhead employees in Local 610; and

WHEREAS, the current labor agreement between the City and LELS expired on December 31, 2024; and

WHEREAS, the City of Moorhead and LELS met and negotiated over the terms of the new labor agreement between the parties; and

WHEREAS, the parties reached a tentative agreement of the terms of the new labor agreement and Memorandum of Understanding; and

WHEREAS, the Public Employment Relations Act requires that the City of Moorhead execute a labor agreement and implement it in the form of a resolution.

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

1. The Labor Agreement between City of Moorhead and LELS for January 1, 2025 through December 31, 2027 is approved.
2. The Memorandum of Understanding between City of Moorhead and LELS is approved.
3. The Mayor and City Manager shall execute the agreement and Memorandum of Understanding.
4. The City of Moorhead shall implement the agreement and Memorandum of Understanding

PASSED: March 23, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to Approve the Consumption of Beer on the Premises of the Moorhead Youth Hockey Arena on April 3 & 4, 2026

WHEREAS, the Moorhead Youth Hockey Association has submitted a request to the City of Moorhead to allow the consumption of beer on the premises of the Moorhead Youth Hockey Arena (707 Main Avenue SE) during an event held from Friday, April 3, 2026 at 5:00 pm until April 4, 2026 at 8:00 pm; and

WHEREAS, the Moorhead Police Department must be notified of the approximate time consumption will start and allow admittance into the arena of a police officer during the event so the conditions of this permission may be monitored; and

WHEREAS, the Moorhead Police Department may revoke the permission on behalf of the City if any condition the permission is being violated.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota does hereby approve the consumption of beer to the Moorhead Youth Hockey Association, contingent upon the following:

- Proof that Moorhead Youth Hockey Association has insurance.
- The insurance should name the City of Moorhead as an additionally insured.
- Moorhead Youth Hockey Association would specifically agree to defend and indemnify the City of Moorhead against any and all claims arising out of or associated with the consumption of alcohol on the premises.
- Only beer would be allowed to be consumed.
- No sale of beer.
- No kegs of beer.
- No one under 21 would be in the arena during the period of consumption.
- No consumption of beer until all skating is completed, no skating after consumption starts.
- Consumption should be modest in amount
- Open containers must remain within the building, with no open container allowed outside the building.

PASSED: March 23, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk