



**CITY COUNCIL  
MEETING AGENDA  
APRIL 27, 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. Recognition: Moorhead Fire Department Promotion & Credentialing
  - B. Recognition: Swearing In of New Police Officer/Introduction of New Records Manager
  - C. Presentation: Energy Efficiency & Sustainability Partnership, McKinstry
6. Approve Minutes
  - A. April 13, 2026 Meeting Minutes
7. Citizens Addressing the Council (Time Reserved: 15 Minutes)
8. Mayor and Council Appointments
  - A. \*Resolutions for Appointments to Boards and Committees
9. Public Hearings (5:45 pm)
  - A. Public Hearing Regarding the Application of Townhomes at Prairie Parkway II LLC for a Multi-Family Property Tax Exemption for the Construction of Four Multi-Family Townhome Buildings located at 3865 and 3873 Prairie Drive S (58.627.0410 and 58.627.0420)
  - B. Resolution to Approve a Multi-Family Residential Tax Incentive for Townhomes at Prairie Parkway II LLC for the Construction of Four Multi-Family Townhome Buildings located at 3865 and 3873 Prairie Drive South (58.627.0410 and 58.627.0420)

- C. Public Hearing Regarding the Application of Werks Properties LLC, leasing to Red River MotorWerks LLC, for a Commercial Property Tax Exemption for the Construction of an Automotive Sales Building located at 2419 2 Ave N (58.307.0480)
- D. Resolution to Approve a Commercial Tax Incentive for Werks Properties LLC, leasing to Red River MotorWerks LLC, for the Construction of an Automotive Sales Building located at 2419 2 Ave N (58.307.0480)

## 10. Community Development Department

- A. \*Consider Actions relating to the Moorhead Airport Florence Klingensmith Field PAPI Replacement Project
- B. \*Resolution to Approve Agreement with MNDOT Office of Aeronautics
- C. \*Resolution to Approve Agreement with US Federal Aviation Administration
- D. \*Resolution to Approve Agreement with Mead and Hunt
- E. \*Resolution to Award Bid and Approve Agreement with ATC Electric
- F. \*Resolution to Approve Budget Adjustment #26-011
- G. \*Consider Actions relating to the Moorhead Airport Florence Klingensmith Field Fuel Tank/Pumps Replacement Project
- H. \*Resolution to Approve Agreement with MnDOT Aeronautics
- I. \*Resolution to Approve Agreement with Mead and Hunt
- J. \*Resolution to Award Bid and Approve Agreement with Minnesota Petroleum Services
- K. \*Resolution to Approve Budget Adjustment #26-015

## 11. Economic Development

## 12. Engineering Department

- A. \*Resolution to Award Bid for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03)
- B. \*Resolution to Order Improvement and Declare Official Intent for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03)
- C. \*Resolution to Order Improvement and Declare Official Intent for 20th, 22nd, and 23rd Ave S and 6th and 7th St S Underground Utility & Street Improvements (Eng. No. 26-A2-04)
- D. \*Resolution to Award Bid for 20th, 22nd, and 23rd Ave S and 6th and 7th St S Underground Utility & Street Improvements (Eng. No. 26-A2-04)

- E. \*Resolution to Approve an Updated Bridge Maintenance Agreement for Metropolitan Area Vehicle and Pedestrian Bridges
- F. \*Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Moorhead Center Mall Redevelopment – Phase 3 Street & Utility Improvements (Eng. No. 24-A6-02)
- G. \*Resolution to Approve Budget Adjustment #26-012 and Award Bid for the Sanitary Lift Station No. 6 Improvement Project (Eng. No. 26-06-02)
- H. \*Resolution to Order Report and Authorize Task Order with Apex Engineering for 34th St N Improvements from 3rd Ave N to 28th Ave N (Eng. No. 27-02-01)

13. Fire Department

14. Moorhead Public Service

- A. \*Resolution to Award Bid for MPS' 8th Street South Watermain Replacement

15. Parks and Recreation Department

16. Police Department

- A. \*Resolution to Approve Renewal of School Resource Officer (SRO) Services Agreement with Independent School District No. 152 (Moorhead Area Public Schools)

17. Public Works

- A. Resolution to Approve Mosquito Control Policy
- B. Resolution to Approve 2026 Cass County Vector Control Larval Mosquito Control Agreement
- C. Resolution to Approve 2026 Vector Disease Control International (VDCI) Aerial Mosquito Spraying Agreement Extension
- D. \*Resolution to Approve the 2026 Vendor of Asphalt Emulsions for Street Maintenance
- E. \*Resolution to Approve the 2026 Vendor of Asphalt Materials for Street Maintenance

18. Administration

- A. Resolution to Approve an Investment Grade Audit Agreement and a Guaranteed Energy Savings Agreement with McKinstry Essention, LLC.
- B. \*Resolution to Approve Purchase of Furniture for the City Hall Renovation
- C. Administrative Hearing related to Onyx Bar & Grill Liquor License Violation

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](http://www.moorheadmn.gov)



# City Council Communication

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April 27, 2026

**SUBJECT:**

Recognition of Moorhead Fire Department members.

**RECOMMENDATION:**

The Mayor and City Council are asked to help recognize the achievements of Jamie Garvey and David Conrad.

**BACKGROUND/KEY POINTS:**

**Jamie Garvey** was appointed Fire Marshal by the City of Moorhead in 2024 and subsequently promoted to Deputy Chief of Community Risk Reduction on April 20, 2026, following the retirement of Chad Stangeland. The City acknowledges his dedication to advancing risk reduction efforts and enhancing the quality of life for all community members.

He holds a Bachelor of Arts Degree in Social Work from Augustana University and is a nationally certified Emergency Medical Technician, Firefighter II, Inspector II, Fire Instructor I, Fire Officer I, and IAAI Certified Fire Investigator (CFI). Prior to the City of Moorhead, he was a Deputy Fire Marshal with the Fargo Fire Department and Firefighter with the Houston, Texas Fire Department.

**David Conrad**, Deputy Chief of Operations, earned the Chief Fire Officer Designation from the Commission on Professional Credentialing in late 2025. A peer review panel evaluated Chief Conrad on his education, experience, professional development, professional contributions and recognitions, professional memberships and affiliations, technical competence, and community involvement. Recognized leaders in the fire service scrutinized his work, and he demonstrated a high level of excellence in his field.

David Conrad was hired as a Battalion Chief by the City of Moorhead in 2021 and was promoted to Deputy Chief of Operations in 2023. He holds a Bachelor of Science Degree in Sports Medicine from the University of Minnesota and is a nationally certified Emergency Medical Technician, Firefighter II, Fire Instructor I, Fire Officer I, Blue Card Instructor, and Blue Card Incident Commander, and holds the Chief Fire Officer designation from the Commission on Professional Credentialing. Prior to the City of Moorhead, he was a Fire Captain with the Fargo Fire Department.

**FINANCIAL CONSIDERATIONS:**

Not applicable

**Voting Requirements:** None

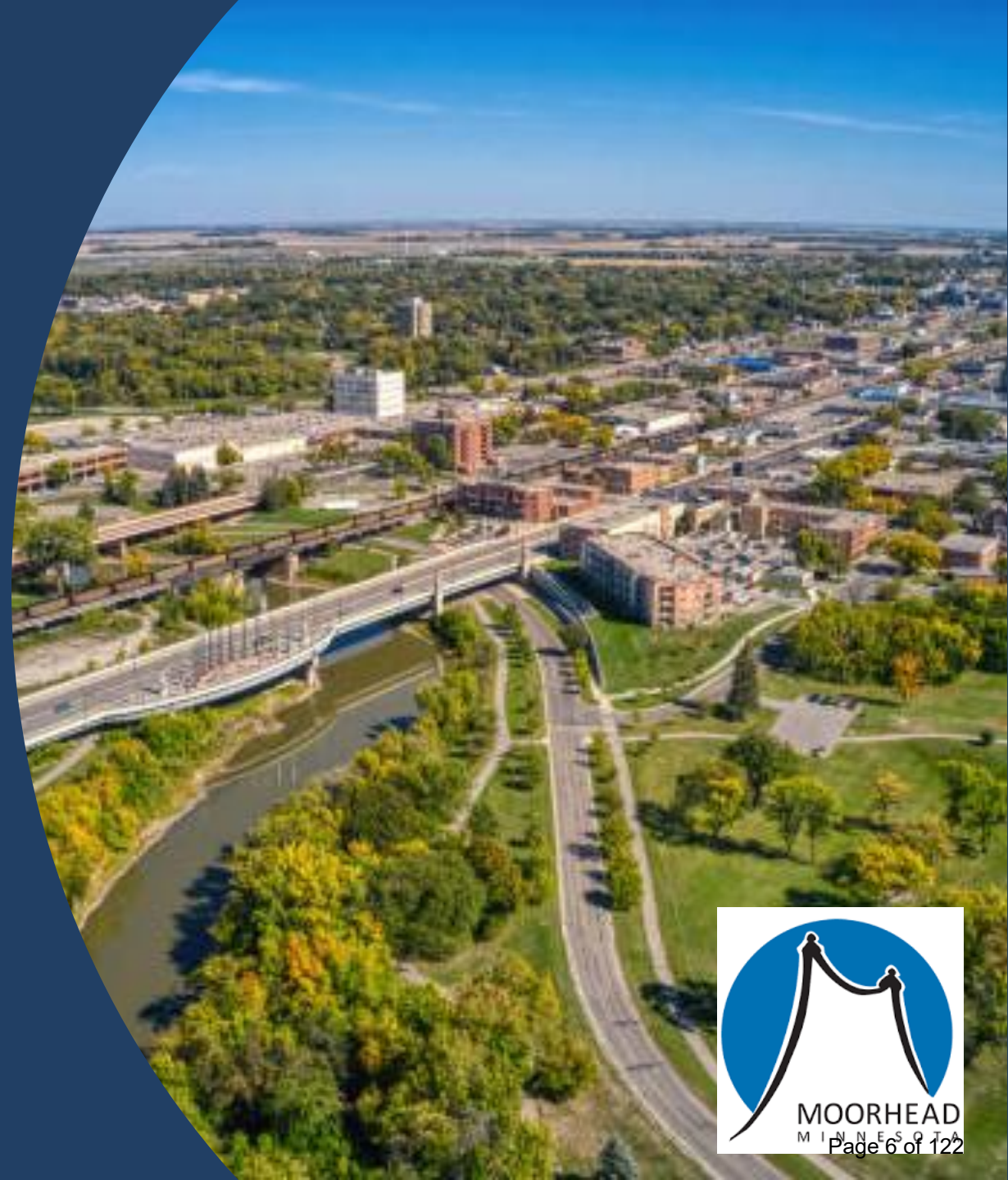
**Submitted By:**

Dan Mahli, City Manager  
Jeff Wallin, Fire Chief

**Attachments:** None

# Energy Efficiency & Sustainability Partnership

Council Meeting Presentation  
4/27/2026



# About McKinstry



## VISION



Together, building a thriving planet.

## MISSION

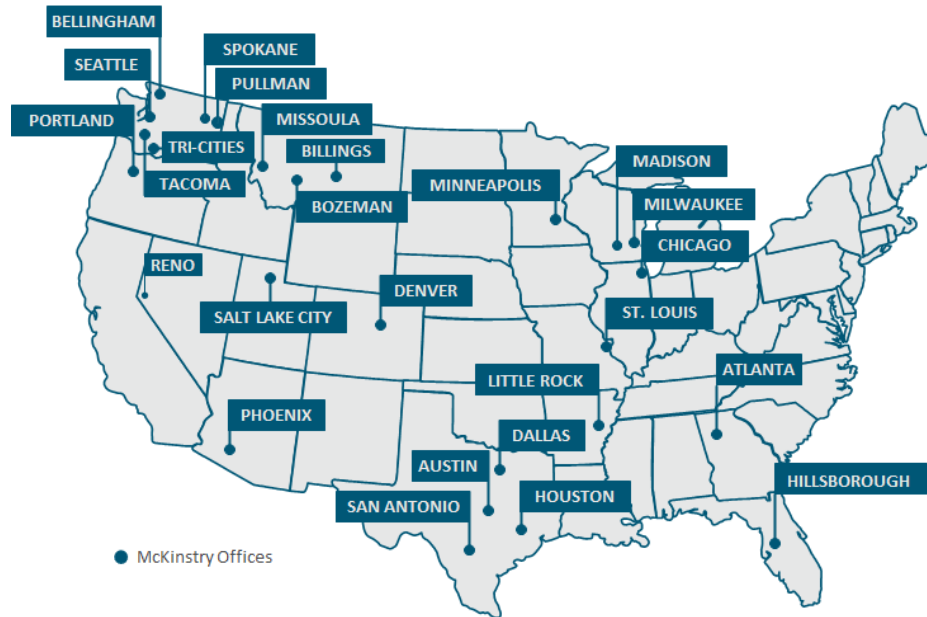


To make every building we touch more efficient.

### Our National Footprint

Local Team - Supported by National Expert Teams

- National leader in designing, constructing, operating and managing high-performing facilities
- Founded in 1960
- 26+ offices nationwide
- 3,000+ employees
- 100 PEs & Architects
- \$1 Billion annual revenue
- 250 MW Solar PV Installed

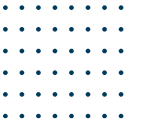


### Our Midwest Footprint



- More than 80 projects worth over **\$350M in last five years**
- More than **45 Solar projects**
- Strong partnerships leading to **legacy clients**
- St. Louis Park, MN office

# Current Challenges in Managing Your Buildings



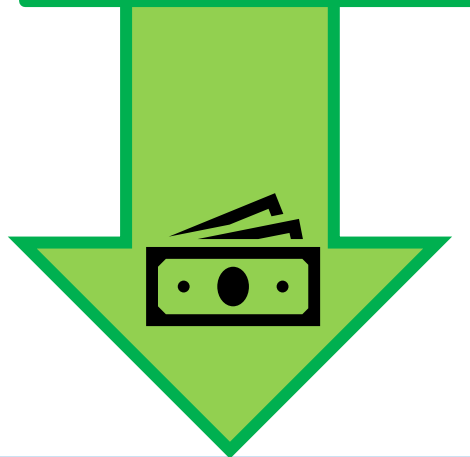
*With so many challenges and decisions facing today, we are a partner that understands your needs and can help navigate the options.*



# Working with McKinstry: The “Community Win-Win”

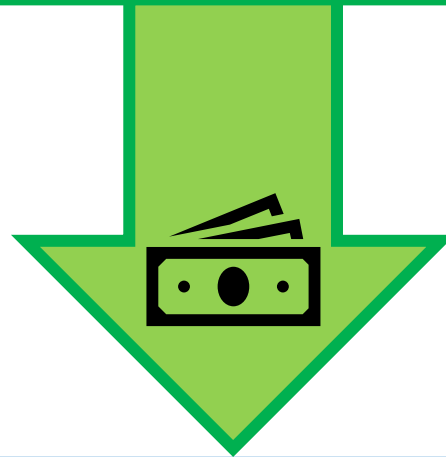


**Taxpayer  
Cost  
Savings**



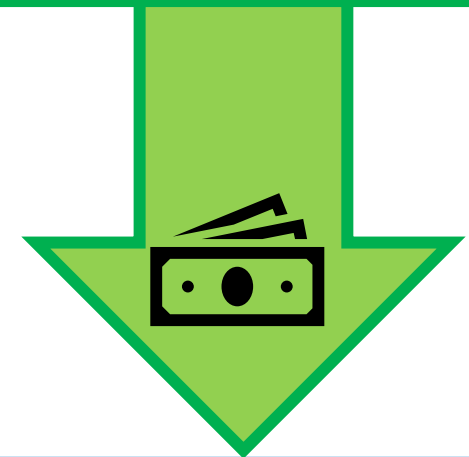
- ✓ **Cost Reductions**
- CIP Savings
- Utility Cost Savings

**Operations &  
Services  
Benefits**



- ✓ **Total Project A-Z by McK.**
- Maintenance Reduced
- Staff Time Saved
- Capital Addressed

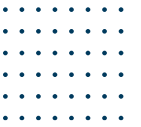
**Sustainability  
Recognition &  
Achievement**



- ✓ **Sustainability Achievement**
- Solar + Efficiencies
- Award Recognition
- Green Step Cities

**Guaranteed Savings Project**

# MN Cost Savings / Energy Efficiency Projects



# Minnesota Projects - \$360 M



## Cities:

- Moorhead = ~\$6M (Under Development)
- Bemidji = ~\$4M (Under Development)
- Faribault = ~\$4M (Under Development)
- Racine, WI = \$2.7M (In construction)
- Rochester = \$6M in 3 Phases
- Apple Valley = \$3M in 2 Phases
- Virginia = \$4M
- Minneapolis = \$10.2M in 3 Phases
- Mankato = \$7.1M in 2 Phases
- Hutchinson = \$5M
- Many more to list

## Counties:

- Dakota County = \$8.4M + Phase 2 = \$3M) = \$11.4M
- Carlton County = \$5.4M (In construction)
- Otter Tail County = \$1.5M (In construction)
- Blue Earth County = \$5.4M (Ribbon Cutting)
- Chisago County = (Under Development)

## Other:

- National Loon Center = \$2.6M (In construction)
- Minneapolis/ St. Paul Airport = \$40 M in 2 Phases
- Guthrie Theater = \$6M

## Universities:

- Winona State = \$12.4M
- Mankato State = \$8.4M
- U of M - Twin Cities = \$8M

# City of Moorhead, MN

## Leadership in Facility and Energy Performance Project



# Existing Utility Profile

## 2024/2025 Utility Bills

**~\$1.05 Million**

**Annual Utility Spend \***

**~400,000**

**Square Foot Evaluated**

**Largest Utility Users**

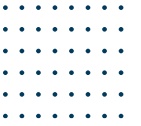
**WWTP Hjemkomst (~\$808k)**

\* Based on facilities included in the evaluation (see chart to the right) – may not be all inclusive.

<sup>1</sup>Facility does not have usage or cost associated with utility.

Facility	Average Annual Utilities	Electric		Natural Gas		Water		Benchmarks	
	TOTAL COSTS (\$)	USE (KWH)	ELECTRIC (\$)	USE (THERMS)	NATURAL GAS (\$)	Use (kgal)	Water (\$)	Square Footage	Cost/Sqft
Airport Equipment Storage	\$2,315	40,196	\$2,315	--1	--1	--1	--1	3956	\$ 0.59
Airport Maintenance Facility	\$5,173	47,497	\$5,173	--1	--1	--1	--1	3200	\$ 1.62
Airport T Hangar 2	\$2,202	19,987	\$2,202	--1	--1	--1	--1	14000	\$ 0.16
Airport T Hangar 4	\$1,079	8,111	\$1,079	--1	--1	--1	--1	14000	\$ 0.08
Alm Park NRC	\$2,670	6,826	\$962	707	\$887	22	\$821	2462	\$ 1.08
City Hall	\$76,225	741,483	\$63,044	14,624	\$10,771	203,720	\$2,410	37000	\$ 2.06
Fire Station 1	\$22,097	157,630	\$16,142	3,586	\$3,184	111	\$2,771	6400	\$ 3.45
Fire Station 1 Detached Garage	\$2,410	23,990	\$2,410	--1	--1	--1	--1	2120	\$ 1.14
Fire Station 2	\$13,149	65,776	\$7,184	4,547	\$3,954	146	\$2,011	8227	\$ 1.60
Maintenance Shop	\$24,978	133,415	\$13,439	9,195	\$8,140	393	\$3,399	34104	\$ 0.73
Hjemkomst Center	\$158,747	1,256,204	\$110,400	58,754	\$44,984	359	\$3,364	36940	\$ 4.30
Public Works Admin Office	\$14,313	66,849	\$6,958	7,665	\$6,922	32	\$434	10680	\$ 1.34
Maintenance Shop - Dual Fuel	\$1,808	35,046	\$1,808	--1	--1	--1	--1	34104	\$ 0.05
Gooseberry Restroom and Storage	\$1,583	1,853	\$464	--1	--1	62	\$1,119	1224	\$ 1.29
Gooseberry Large Shelter	\$2,355	8,813	\$1,207	--1	--1	17	\$1,148	1262	\$ 1.87
Hansmann Park	\$3,954	15,005	\$1,826	731	\$929	72	\$1,199	2432	\$ 1.63
Lamb Park	\$2,677	7,267	\$992	652	\$852	25	\$834	2304	\$ 1.16
MB Johnson Park NRC	\$1,688	8,104	\$1,210	--1	--1	18	\$478	4408	\$ 0.38
MB Johnson Storage	\$1,568	4,923	\$841	--1	--1	10	\$727	1308	\$ 1.20
Meadows Clubhouse	\$16,004	107,510	\$11,536	2,956	\$3,044	56	\$1,424	3424	\$ 4.67
Meadows Restroom	\$921	3,462	\$615	--1	--1	12	\$305	183	\$ 5.03
Meadows Maintenance Shop	\$2,889	21,830	\$2,206	--1	--1	48	\$682	1594	\$ 1.81
Morningside Park	\$1,017	3,664	\$650	--1	--1	21	\$367	912	\$ 1.12
Northeast Park	\$3,805	12,257	\$1,551	548	\$771	64	\$1,482	2304	\$ 1.65
Ridgeway Park	\$3,799	14,981	\$1,821	648	\$855	64	\$1,123	2304	\$ 1.65
Riverview Estates Park	\$4,149	13,668	\$1,690	655	\$862	131	\$1,597	2304	\$ 1.80
Sanitation Central	\$5,326	12,778	\$1,531	3,388	\$3,366	11	\$429	7125	\$ 0.75
Sanitation Storage	\$2,659	24,519	\$2,659	--1	--1	--1	--1	8000	\$ 0.33
South Park	\$1,574	3,049	\$585	532	\$756	3	\$233	720	\$ 2.19
Southside Regional Concessions	\$3,510	21,021	\$2,385	--1	--1	61	\$1,125	4500	\$ 0.78
Village Green Clubhouse	\$7,947	48,202	\$5,980	681	\$887	58	\$1,080	3612	\$ 2.20
Village Green Maintenance Shop	\$2,800	12,437	\$1,503	597	\$800	40	\$497	4565	\$ 0.61
Village Green Park	\$3,654	13,725	\$1,692	638	\$870	59	\$1,092	2304	\$ 1.59
Village Green Restroom - 8-9	\$698	877	\$370	--1	--1	15	\$328	437	\$ 1.60
Village Green Restroom - 13	\$854	1,515	\$436	--1	--1	10	\$418	437	\$ 1.95
Village Green Maintenance Shop Garage	\$786	5,054	\$786	--1	--1	--1	--1	280	\$ 2.81
Centennial Storage	\$2,090	18,047	\$2,090	--1	--1	--1	--1	26770	\$ 0.08
Wastewater Treatment Plant	\$649,850	7,305,254	\$478,763	155,204	\$155,745	1,786	\$15,342	106832	\$ 6.08
<b>TOTALS</b>	<b>\$1,055,320</b>	<b>10,292,828</b>	<b>\$758,503</b>	<b>266,311</b>	<b>\$248,578</b>	<b>207,426</b>	<b>\$48,239</b>	<b>399,946</b>	<b>\$ 1.25</b>

# Energy and Facility Evaluation Overview



## KEY TAKEAWAYS

### Strong Facilities Planning, Maintenance and Operations

City is well maintained despite building age

Wise use of approved CIP budget dollars

Desire for standardization

Low electric costs compared to other MN Cities

### Opportunities to Gain Efficiencies and Savings

Improve building operations and performance

Achieve cost savings

Bundle: LED Lighting upgrades and standardization, envelope, water conservation, retro commissioning, turbines, solar

### Materialize Solar Initiatives and Vision

Achieve solar at new Library and FS#2

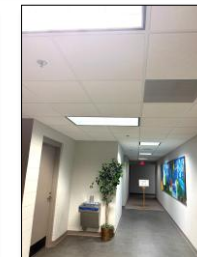
Contribute to LEED Certification at the LOOP

Potential for solar at WWTP for further offsets

Maximize incentives, grants and rebates

19 Locations

38 Buildings



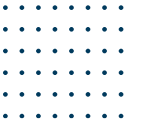
# Opportunities Identified: Base Project



Facility Assessment	Facility Improvement Measures - Base					
	Lighting	Building Envelope	RCx	RT Solar	Water	CHP Turbine
Airport	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alm Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fire Station 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fire Station 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maintenance Shop	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hjemkomst Center	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Works	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hansmann Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lamb Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Library	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MB Johnson Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Meadows Clubhouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Morningside Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ridgewood Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Riverview Estates Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
South Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Southside Regional Concessions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Village Green Clubhouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Waste Water Treatment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

# Solar Opportunities

Utility kWh  
Solar PV Production kWh

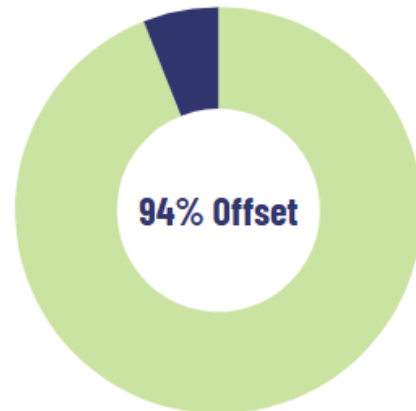


## Base Project

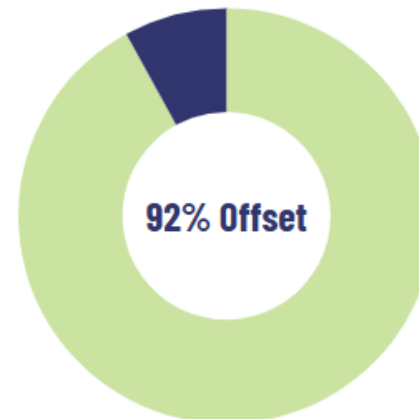
*New Library ~239 kW  
Rooftop Solar Array*



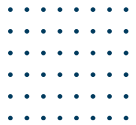
*Fire Station #2 ~49 kW  
Rooftop Solar Array*



**Near Net  
Zero  
Performance  
Sites**



# Moorhead Energy Project - Value Example



*For*  
**\$34k-\$?K**  
City CIP  
Contribution

*City Completes*  
**~\$4-\$6M**  
Energy, Facility & Solar  
Project Work

*City Gains*  
**~\$6-\$8M**  
25-year  
Benefit to City

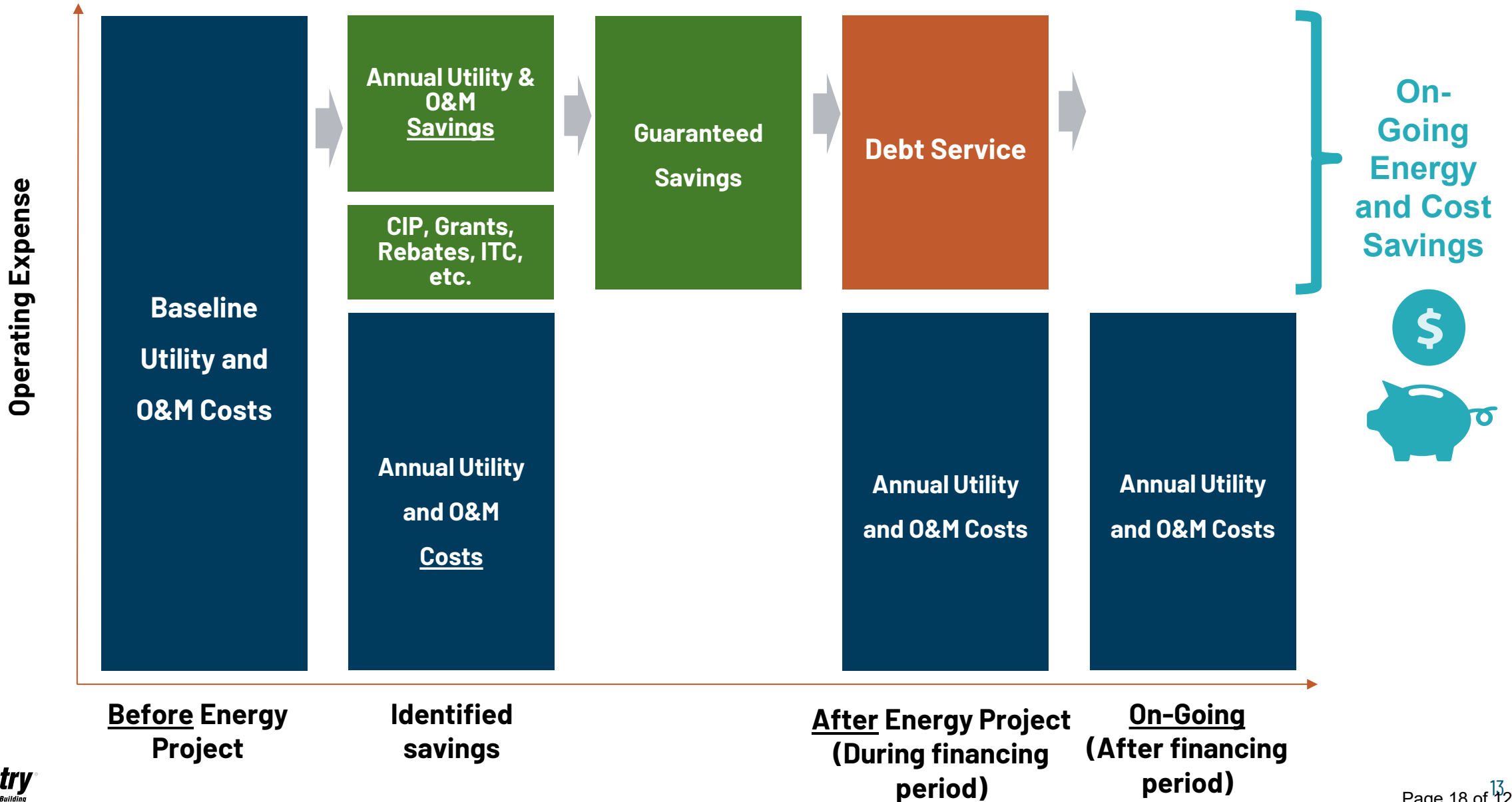
Reduce annual  
utility and  
operational costs by  
~\$165k - \$240K/yr

Utility Savings =  
~16 - 23%  
✓ 2 Solar Sites  
✓ Near Net Zero  
✓ O&M Savings

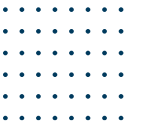
Opportunity for  
~\$595k - \$2M in  
incentives &  
rebates

## Value Driven Energy Efficiency Project

# Cost Savings Project – Budget Neutral



# Recap – Energy Project Benefits



## SELF FUNDING PROJECT (~\$4-\$6M)

- ✓ Base project cashflows over the 20-year timeframe
- ✓ With \$?k contribution from CIP
- ✓ Potential to 'stretch' for more work at WWTP



## CAPTURE AVAILABLE ENERGY SAVINGS

- ✓ 16-23% reduction in utility costs
- ✓ Up to ~\$165k - \$245k per year in savings
- ✓ Over \$6 - \$8 M in avoided energy costs over 25 yrs



## GAIN EFFICIENCIES & STANDARDIZATION ASAP

- ✓ Complete project in ~1 yr
- ✓ Start realizing savings asap
- ✓ Standardize systems – i.e. lighting



## LEADERSHIP IN ENERGY & SUSTAINABILITY

- ✓ 2 Near Net Zero Electric Performance sites
  - ✓ New Library – ITC Direct Pay eligible
  - ✓ Fire Station No. 2 – MN Solar on Public Bldgs.
- ✓ Green Step City, Gold Leaf Program
- ✓ LEED Certification of the LOOP



## CAPITALIZE ON INCENTIVES (~\$725k-\$2M)

- ✓ ITC Direct Pay Eligible
- ✓ MN Solar on Public Buildings
- ✓ Utility rebates and incentives

# City of Moorhead, MN

## Leadership in Facility and Energy Performance Project

Thank You





# Back Up Slides

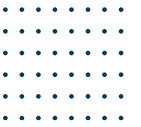
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# Incentives, Grants and Rebates

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# Inflation Reduction Act – Direct Pay Incentives



Solar PV

**30%** Base Incentive

**10%** Bonus Incentive *Domestic Content*

**10%** Bonus Incentive *Energy Communities*

**10%** Bonus Incentive *Low-income or Tribal*

Incentive for >1 MW Meeting Labor Requirements **OR** <1 MW

***the clock is ticking***

**Begin construction July 4, 2025 – July 3, 2026:** Must be placed in service within 4 years from beginning of construction.

**Begin construction after July 3, 2026:** Must be placed in service by 12/31/2027.

## City of Moorhead Direct Pay Potential Eligible Incentives

**25-60% Costs Covered**

Eligible project costs covered by Direct Pay

**That means...**

**~ \$250,000 - \$1.4 Million**

Project incentives for City of Moorhead  
Base Project -> Stretch Project

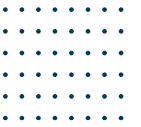
**Start Construction by July 4, 2026**

If the City begins construction before **July 4, 2026** – allows for more flexibility in ‘place in service’ timing.

**Safe Harbor tax rules apply**

~10-15% Project Cost

# State of MN – Solar on Public Buildings Program



**mn** COMMERCE DEPARTMENT  
ENERGY & UTILITIES

Consumer Help   Clean Energy   Help with Heating Bills   Conserving Energy   For Industry & Government   Policy, Data & Reports

## Solar on Public Buildings

Home > Consumer Help > New Energy Programs > Solar on Public Buildings

### Related Content

- FAQ
- Funding Round 3 Information
- Slides from 7/31/25 webinar
- PV Watts Instructions (video)
- PV Watts Instructions (pdf)
- Assess Electrical Grid Capacity (video)
- Assess Electrical Grid Capacity Tutorial (.pdf)

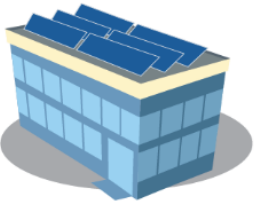
*Statewide Round Update (11/7/2025)*  
*Approved: \$2,875,854 for 38 projects*  
*Under Review: \$5,868,491 for 62 projects*

### Solar on Public Buildings grant program

**NEW! Solar on Public Buildings grant program now available statewide!**

**What's available:**

The **Solar on Public Buildings grant program** is now available to local units of government and Tribal Nations statewide, in any utility service territory! **\$14.5 million in grant funding is available** for eligible applicants to install solar energy generating systems up to 40 kW on publicly owned and operated buildings.



RFP is now **live and available online**, for the statewide round of the Solar on Public Buildings grant program

## City of Moorhead State of MN Solar on Public Buildings Potential Eligible Incentives

### Up to 70% Costs Covered

Eligible project costs covered by State of MN grant program

### That means... ~ \$112,000

Grant potential for Fire Station No. 2

### Limited to 40 kW solar systems

Thus, why Fire Station No. 2 is a good candidate

### Application due Dec. 1, 2025

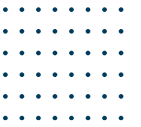
We can help fill out application...NOW  
2026 grant rounds - TBD



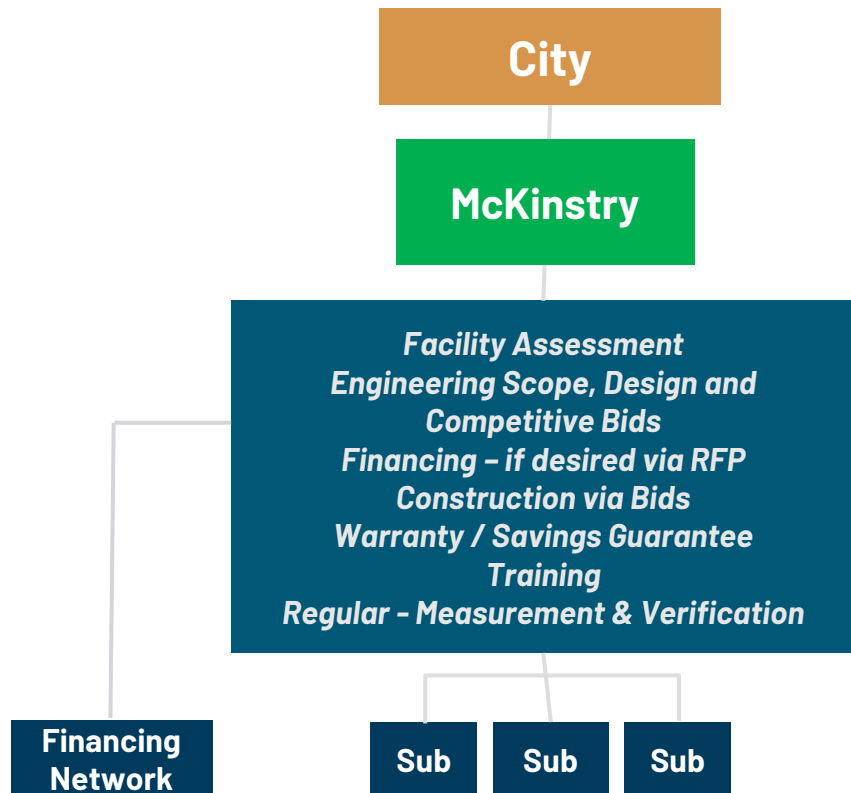
# State of MN Energy Projects

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# MN Energy Savings Projects

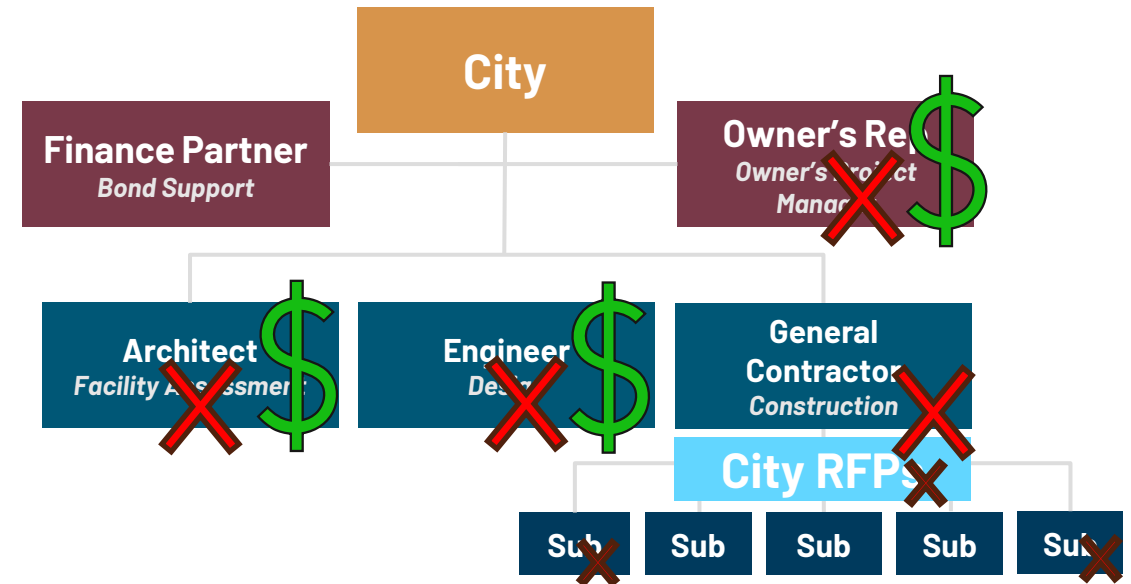


## MN Energy Efficiency Project Partnership



Outcomes and Price **Guaranteed**

## Traditional Project Construction



Outcomes and Price **Not Guaranteed**

# What is MN Statute 471.345 – Municipal Contracting Law



1

MINNESOTA STATUTES 2020

471.345

## **471.345 UNIFORM MUNICIPAL CONTRACTING LAW.**

Subdivision 1. **Municipality defined.** For purposes of this section, "municipality" means a county, town, city, school district or other municipal corporation or political subdivision of the state authorized by law to enter into contracts.

Subd. 2. **Contract defined.** A "contract" means an agreement entered into by a municipality for the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property.



## For MN “Guaranteed Energy Savings Contracts” – Subd 13

### Requirements:

- Selection of “Qualified Provider”
  - Enter into agreement directly
- Receipt of IGA Report
- Qualification of Energy Savings
- Payback from savings within 20 years
- Posting of Notice to Award Contract
- Directly procure/simplified “design-build” for guaranteed savings

### Provisions by Contractor:

- State / Federal Certified Energy Provider
- Quality IGA Report for “Construction Ready”
- Annual Review / Verification of Energy Savings
- Cashflow verifying 20-year program
- Past Project Success / References
- Assistance on Competitive Financing



# Cashflow

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Overview of Facility, Energy and Operation  
Improvement Opportunities



## Summary of Base Project Economics and Cash Flow – **Base Project**

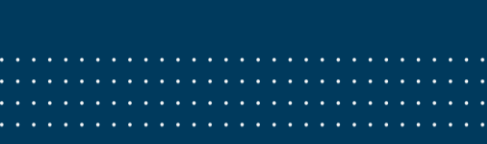
# Cash Flow Example (BASE)

Summary of Base Project Economics and Cash Flow – <b>Base Project</b>							
Capital Contribution		Project Cost			Total Benefit (Project + Savings Stream)		
<b>\$34,000</b>		<b>\$3,905,126</b>			<b>\$5,891,031</b>		
Year	Project Cost (\$)	Avoided Energy + O&M Savings	IRA Incentives and CIP Contribution*	Lease Payment	End Balance	Annual Cashflow	Total Cumulative Cash Flow
<b>0</b>	<b>(\$3,905,126)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,905,126</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
1		\$176,196	\$451,000	(\$627,195)	(\$3,439,994)	\$1	\$1
2		\$183,127	\$245,464	(\$428,590)	(\$3,154,163)	\$1	\$2
3		\$190,130	\$0	(\$190,129)	(\$3,094,932)	\$1	\$3
4		\$197,338	\$0	(\$197,337)	(\$3,026,035)	\$1	\$4
5		\$204,757	\$0	(\$204,756)	(\$2,946,860)	\$1	\$5
6		\$212,397	\$0	(\$212,396)	(\$2,856,759)	\$1	\$6
7		\$220,268	\$0	(\$220,267)	(\$2,755,048)	\$1	\$7
8		\$228,383	\$0	(\$228,382)	(\$2,641,000)	\$1	\$8
9		\$236,755	\$0	(\$236,754)	(\$2,513,848)	\$1	\$9
10		\$245,399	\$0	(\$245,398)	(\$2,372,774)	\$1	\$10
11		\$254,333	\$0	(\$254,332)	(\$2,216,913)	\$1	\$11
12		\$263,573	\$0	(\$263,572)	(\$2,045,342)	\$1	\$12
13		\$273,140	\$0	(\$273,139)	(\$1,857,085)	\$1	\$13
14		\$283,054	\$0	(\$283,053)	(\$1,651,100)	\$1	\$14
15		\$293,337	\$0	(\$293,336)	(\$1,426,285)	\$1	\$15
16		\$304,012	\$0	(\$304,011)	(\$1,181,465)	\$1	\$16
17		\$315,102	\$0	(\$315,101)	(\$915,394)	\$1	\$17
18		\$326,633	\$0	(\$326,632)	(\$626,752)	\$1	\$18
19		\$338,628	\$0	(\$338,627)	(\$314,134)	\$1	\$19
20		\$351,115	\$0	(\$327,171)	\$0	\$23,944	\$23,963
21		\$364,120	\$0	\$0	\$0	\$364,120	\$388,083
22		\$377,669	\$0	\$0	\$0	\$377,669	\$765,752
23		\$391,789	\$0	\$0	\$0	\$391,789	\$1,157,541
24		\$406,509	\$0	\$0	\$0	\$406,509	\$1,564,050
25		\$421,855	\$0	\$0	\$0	\$421,855	\$1,985,905
<b>Totals</b>	<b>(\$3,905,126)</b>	<b>\$7,059,618</b>	<b>\$696,464</b>	<b>(\$5,770,178)</b>	<b>\$0</b>	<b>\$1,985,905</b>	<b>\$1,985,905</b>

**Financial Disclaimer:**

McKinstry is not engaged in providing legal, tax, or financial advice. The information provided herein is intended only to assist in decision-making and is broad in scope. Before making final decisions consider consulting with your financial, accounting and tax advisors.



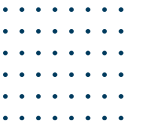


# Scope of Work – Base + Stretch Example

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Overview of Facility, Energy and Operation  
Improvement Opportunities

# Opportunities Identified: Base Project *and Stretch*



Facility Assessment	Facility Improvement Measures - Base						Stretch	
	Lighting	Building Envelope	RCx	RT Solar	Water	CHP Turbine	Lift Station Pump Motors	Solar
Airport	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alm Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Station 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Station 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintenance Shop	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hjemkomst Center	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public Works	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hansmann Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lamb Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MB Johnson Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meadows Clubhouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Morningside Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ridgewood Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Riverview Estates Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
South Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Southside Regional Concessions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village Green Clubhouse	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waste Water Treatment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

# Solar Opportunities



## Base Project

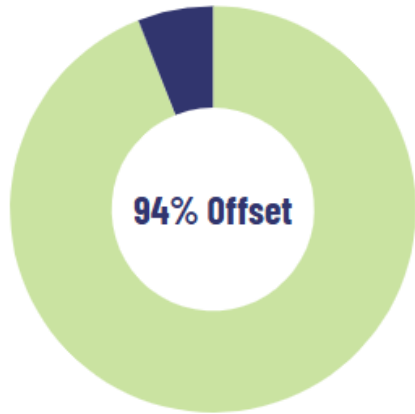
**New Library ~239 kW  
Rooftop Solar Array**

**Fire Station #2 ~49 kW  
Rooftop Solar Array**

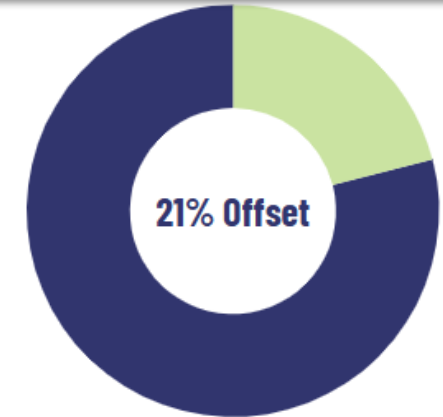
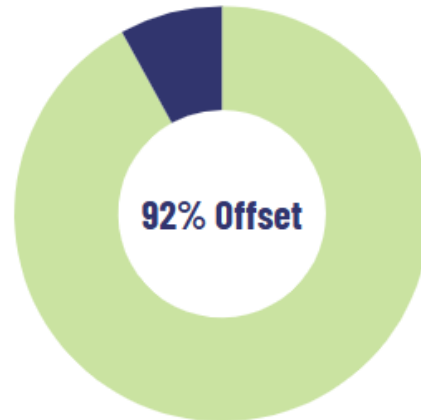


## Stretch Project

**WWTP ~ 1,133 kW  
Ground Mount Solar Array**



**Near Net  
Zero  
Performance  
Sites**





**MINUTES OF THE CITY COUNCIL  
HJEMKOMST CENTER AUDITORIUM - 202 1ST AVE N.  
April 13, 2026 - 5:30 PM**

1. Call to Order/Roll Call

Roll call of the members was made as follows:

Present (6): Ryan Nelson, Nicole Mattson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Present Not Voting (1): Shelly Carlson

Absent (2): Emily Moore, Deb White

2. Pledge of Allegiance

3. Agenda Amendments

Request to move items 9B and 9E to the April 27, 2026 City Council meeting due to a lack of votes required to pass the resolutions. Request by Council members Nesemeier and Mattson to discuss a Federal separation policy under New Business.

Motion to Approve with the addition of both items made by Heather Nesemeier and seconded by Nicole Mattson.

For 2: Nicole Mattson, Heather Nesemeier

Against 4: Ryan Nelson, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Abstain/Recuse 0: None

**Motion Failed**

Motion to Approve moving items 9B and 9E to the April 27, 2026 City Council meeting made by Lisa Borgen and seconded by Ryan Nelson.

For 5: Ryan Nelson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 1: Nicole Mattson

Abstain/Recuse 0: None

**Motion Passed**

4. Consent Agenda

Motion to Approve made by Heather Nesemeier and seconded by Chuck Hendrickson.

For 6: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

**Motion Passed**

5. Recognitions/Presentations

A. MoorHeart Recognition: Pete Karl & Joey Schmit

Moorhead Parks Director Sean Brandenburg presented the MoorHeart Award to Pete Karl & Joey Schmit for their dedication, expertise, and volunteer service to the redesign and revitalization of the Woodlawn Disc Golf Course.

B. Proclamation: Fair Housing Month, Council Member McDougall

Council member McDougall presented the Proclamation for Fair Housing Month.

- C. Update: Mayor's Ad Hoc Group on Federal Immigration Enforcement, Mayor Carlson  
Mayor Carlson shared an update on the Mayor's Ad Hoc Group on Federal Immigration Enforcement. Discussion took place about the Ad Hoc group and actions.

6. Approve Minutes

- A. March 23, 2026 Meeting Minutes

Motion to Approve made by Chuck Hendrickson and seconded by Lisa Borgen.  
For 6: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson  
Against 0: None  
Abstain/Recuse 0: None

**Motion Passed**

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

Six Moorhead residents addressed the City Council. One regarding accessibility at the Library Community Center and five residents spoke about Federal immigration enforcement and control activities and concerns.

8. \*Mayor and Council Appointments

9. Public Hearings (5:45 pm)

- A. Public Hearing for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03)

Motion to Open Public Hearing made by Heather Nesemeier and seconded by Lisa Borgen.  
For 6: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson  
Against 0: None  
Abstain/Recuse 0: None  
**Motion Passed**

Assistant City Engineer Clay Lexen presented information on proposed improvements for 17 St and 4 Ave N. Voting on items 9B and 9C was held over to the April 29 City Council meeting.

Motion to Close Public Hearing made by Nicole Mattson and seconded by Heather Nesemeier.  
For 6: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson  
Against 0: None  
Abstain/Recuse 0: None  
**Motion Passed**

Motion to Table 9 C. & F. to the April 27, 2026 meeting made by Heather Nesemeier and seconded by Lisa Borgen.  
For 6: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson  
Against 0: None  
Abstain/Recuse 0: None  
**Motion Passed**

- B. Resolution to Order Improvement and Declare Official Intent (Eng. No. 26-A2-03)
- C. Resolution to Award Bid for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03)
- D. Public Hearing for 20th, 22nd, and 23rd Ave S and 6th and 7th St S Underground Utility & Street Improvements (Eng. No. 26-A2-04)

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

For 6: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

**Motion Passed**

Assistant City Engineer Clay Lexen presented information on proposed underground utility improvements at 20, 22 and 23 Ave S and 6 and 7 Streets. Voting on Items 9E and 9F was held over to the April 27 City Council meeting.

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

For 6: Ryan Nelson, Nicole Mattson, Heather Nesemeier, Lisa Borgen, Sebastian McDougall, Chuck Hendrickson

Against 0: None

Abstain/Recuse 0: None

**Motion Passed**

- E. Resolution to Order Improvement and Declare Official Intent (Eng. No. 26-A2-04)
- F. Resolution to Award Bid (Eng. No. 26-A2-04)

#### 10. Community Development Department

- A. \*Resolution to Approve Conditional Use Permit for Dynamic Display Sign at 1900 28th Ave S
- B. \*Resolution to Approve Vacation of 41st Ave S Right of Way and Easements within Prairie Parkway 2nd Addition

#### 11. Economic Development

#### 12. Engineering Department

- A. \*Resolution to Authorize the Mayor and City Manager to Execute a Master Services Agreement for Engineering Consultation Services with WHKS & Co.
- B. \*Resolution to Award Bid for the 2026 Citywide Striping Project (Eng. No. 26-13-03)
- C. \*Resolution to Receive Petitions and Approve Special Assessment Agreement for Prairie Parkway 3rd Addition Street & Utility Improvements (Eng. No. 26-A6-02)
- D. \*Resolution to Order Improvements and Declare Official Intent (Eng. No. 26-A6-02 and Eng. No. 26-05-01)

- E. \*Resolution to Award Bid for Prairie Parkway 3rd Addition & Utility Improvements Eng. No. 26-A6-02
- F. \*Resolution to Award Bid for Stormwater Resilience Improvement Project, Phase 1 (Eng. No. 26-05-01)

13. Fire Department

- A. \*Resolution to Enter into a Joint Cooperative Agreement between the City of Moorhead, Minnesota and West Fargo Rural Fire Department, Inc. (WFRFD)

14. Moorhead Public Service

15. Parks and Recreation Department

16. Police Department

17. Public Works

18. Administration

- A. \*Resolution to Enter into a Grant Agreement for use of Statewide Affordable Housing Aid to Lakes and Prairies Community Action
- B. \*Resolution to Enter into a Grant Agreement for use of Statewide Affordable Housing Aid to Cass Clay Community Land Trust
- C. \*Resolution to Approve Amendment No 2.to the Project Partnership Agreement between USACE, the City of Fargo, the City of Moorhead and the Metro Flood Diversion Authority

19. Mayor and Council Reports

Council members Nelsons and Borgen, Mayor Carlson, Lisa Bode, and Dan Mahli attended the Coalition for Greater Minnesota Cities (CGMC) Day on the Hill in St Paul. Council Member Borgen shared updates from the CGMC's legislative meetings. CM Borgen attended the Global Intelligence Friendship event at MSUM as well as a major food drop-off at the Great Plains Food Bank.

Council Member Nesemeier stated the Library ribbon cutting is Saturday, April 18, as well as Folkways' Red River Market at Concordia. CM Nesemeier shared details about a grand opening celebration and open house for a new Growing Together community garden at Concordia.

Mayor Carlson participated in a United Way awards luncheon with metro area mayors. The Mayor also attended the Grand Gedeh Association coronation, helped judge the Horizon West Talent Show, attended the Chamber of Commerce's Women Connect event, and read a proclamation for MSUM Graduate Student Appreciation Week.

Mayor Carlson also interviewed with Prairie Pulse, attended the M-State Moorhead President's lunch, took part in Metro Flood Diversion meetings, appeared with City Manager Mahli on KFGO's It Takes 2 with Amy & JJ, and attended the Global Intelligence Friendship event at MSUM.

Mayor Carlson stated Telecommunications Week is April 12-18 and congratulated Detective Brad Stuvland on his retirement after years of great service in Moorhead and the region. Mayor Carlson stated this is the first time in over 50 years that a Stuvland is not working in the Moorhead Police Department, as Brad's dad also worked in the department for many years.

20. City Manager Reports

City Manager Mahli invited everyone to the ribbon cutting at the new Library Community Center on April 18 at 9:45am. Dan Mahli shared information on Severe Weather Week, Earth Week, and Restore Moorhead initiatives. Dan Mahli also provided information on Moorhead's 2026 Annual Action Plan for Housing and Community Development and an upcoming public input meeting.

21. Executive Session

22. New Business

23. Adjourn

Meeting adjourned at 06:55 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.

**RESOLUTION**

**Resolution for Appointments to Boards and Committees**

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

**Planning Commission/Board of Adjustment**

- Christopher Marohl, Moorhead resident, is appointed to a term commencing April 28, 2026 and ending January 31, 2027. (Ward 1)

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Public Hearing Regarding the Application of Townhomes at Prairie Parkway II LLC for a multi-family property tax exemption for the construction of four multi-family townhome buildings located at 3865 and 3873 Prairie Drive S (58.627.0410 and 58.627.0420)

**RECOMMENDATION:**

The Mayor and City Council are asked to conduct a Public Hearing and consider approval of multi-family property tax exemption for the construction of new townhomes located at 3865 and 3873 Prairie Drive S (58.627.0410 and 0420)

**BACKGROUND/KEY POINTS:**

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

**Project:** Townhomes at Prairie Parkway II LLC has plans to construct and operate four townhome buildings, each containing four (4) or five (5) units, on two parcels in the Prairie Parkway 3<sup>rd</sup> Addition. Plans for the Project include slab on grade construction with standard wood-framing, stone and vinyl siding, nine-foot ceilings, and tuck-under garages. The ground-level floor plan includes a kitchen with a center island and walk-in pantry, dining and living rooms, and a half bath. The upper level includes three (3) or four (4) bedrooms, two (2) full bathrooms, laundry, and a mechanical room.

**Property Valuation:** The parcel has an assessed land value of \$158,900. Existing land and building/improvement value, and any future changes to that value, remains taxable for the duration of the property tax exemption. Only the new assessed building/improvement value attributable to this project receives the exemption.

Based on the preliminary plans submitted with the application, the City Assessor has estimated that the new assessed building value for the project will be approximately \$3,078,100.

**Exemption Term:** The term of the exemption is four (4) years for a multi-family residential project which includes structured parking in the form of tuck-under garages.

**Timeline:** Construction of the project, if approved, will begin in June 2026, with an estimated completion of December 2026. Whatever construction is complete in 2026 will be assessed January 2, 2027, and become payable in 2028. Therefore, the first year of the proposed exemption would be 2028. If construction is only partially completed on January 2, 2027, but has met the minimum value threshold, the project operator may choose to pay taxes for the partial year and begin the full exemption in 2029.



# City Council Communication

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April 27, 2026

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

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

**FINANCIAL CONSIDERATIONS:**

The total benefit to the applicant of this property tax exemption is estimated at approximately \$27,200 based on 17 units constructed, at \$25,000 per unit, and a current tax rate of 1.6% for four (4) years.

**Voting Requirements:** 3/4 of Council (6)

**Submitted By:**

Dan Mahli, City Manager

Amy Thorpe, Economic Development Program Administrator

Matt Leiseth, DMI/Economic Development

**Attachments:** General Location Map

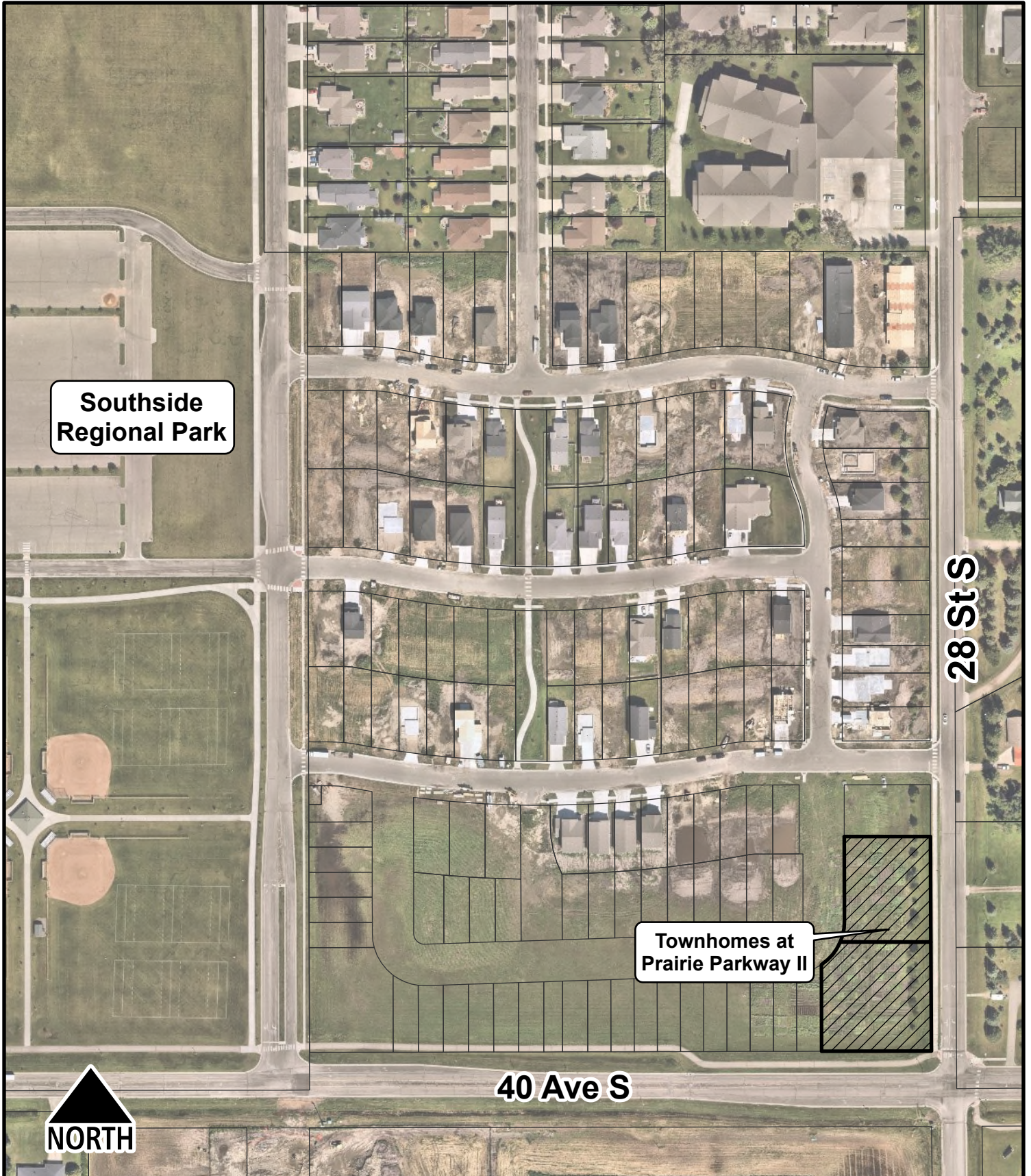
Site Plan, Building Floor Plan, Building Elevation

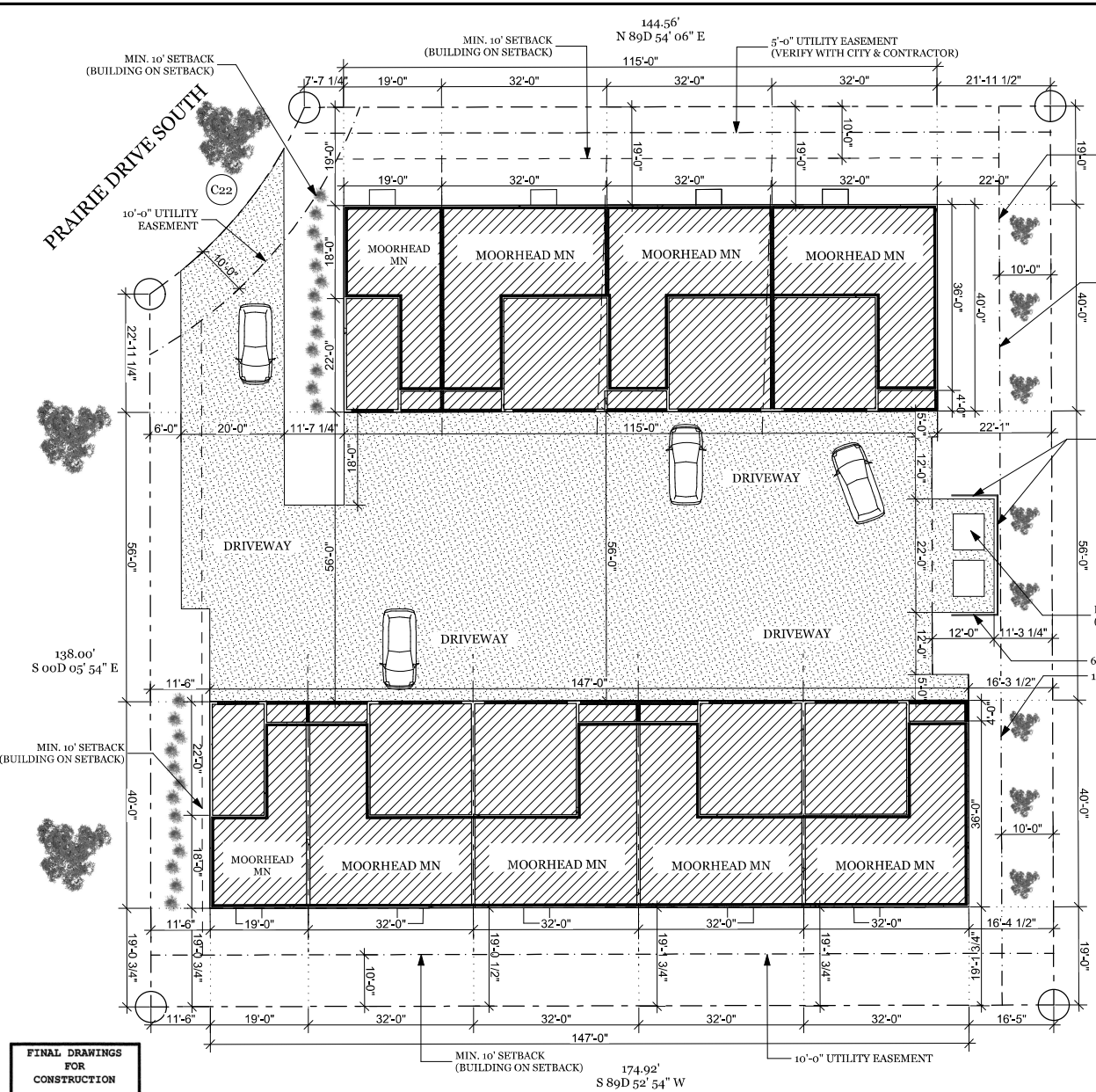
Draft Resolution



# GENERAL LOCATION MAP

Property Owner | Townhomes at Prairie Parkway II  
Address | 3865 & 3873 Prairie Drive S  
Parcel ID | 58.58.627.0410; 0420





MIN. 10' SETBACK (BUILDING ON SETBACK)

144.56' N 89D 54' 06" E

5'-0" UTILITY EASEMENT (VERIFY WITH CITY & CONTRACTOR)

MIN. 10' SETBACK (BUILDING ON SETBACK)

10'-0" UTILITY EASEMENT

10'-0" UTILITY EASEMENT

6' SOLID FENCE

10'-0" UTILITY EASEMENT

174.00' S 00D 13' 01" E

DUMPSTERS (SEE CONTRACTOR)

6' SOLID FENCE

10'-0" UTILITY EASEMENT

**PRAIRIE PARKWAY 3RD ADDITION**  
To City of MOORHEAD, MN  
CLAY Co. MN

Lot 27, Block 2  
Address ----- Prairie Drive South

LOT PARCEL - SOD COVERAGE - LOT SIZE - 29,763 SQFT

1 (4 BUILDING - HOUSE/GARAGE/PORCH) - 4,600.00 SQFT  
1 (5 BUILDING - HOUSE/GARAGE/PORCH) - 5,880.00 SQFT  
REAR DOOR PATIO/SLABS - 135.00 SQFT  
DRIVEWAY, FRONT WALK, & DUMPSTER - 8,897.87 SQFT  
CONCRETE FOOT PAVEMENT - 19,512.87 SQFT

MAX. IMPERVIOUS SURFACE COVERAGE ALLOWABLE 70% - 20,834.10 SQFT

CODE REVIEW

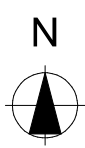
MIN LOT WIDTH: ..... FT  
MIN LOT SIZE: ..... FT  
MAX COVERAGE: - %  
FRONT DIM MIN: 10 FT / 25 FT IF GARAGE DOOR FACES STREET (from property line)  
INTERIOR SIDE: 10 FT  
STREET SIDE: 10 FT / 25 FT IF GARAGE DOOR FACES STREET  
REAR: 10 FT  
BUILDING SEPARATION: 10 FT  
MOORHEAD ZONING SET BACKS

MIN. 10' SETBACK (BUILDING ON SETBACK)

174.92' S 89D 52' 54" W

10'-0" UTILITY EASEMENT

28TH STREET SOUTH



**FINAL DRAWINGS FOR CONSTRUCTION**  
CONTRACTOR APPROVAL: \_\_\_\_\_  
DATE: \_\_\_\_\_  
**SIMONSON LUMBER IS NOT RESPONSIBLE FOR CHANGES AFTER DATE ABOVE.**

① **SITE PLAN**  
**SCALE: 1" = 10'**

**5 Unit 2-Story Town Home**  
(Slab on Grade - 19' & 32' sizes)

**Project Description:** Lot 27, Block 2, Prairie Parkway 3rd Addition, ----- 38th Avenue South, Moorhead, Minnesota

Drawn by: PG-JCHH-ARR Checked by: JCHH  
Date Issued: 12-09-2023 Revised Date: 3/30/2026  
Scale: REEFTO PLAN Sheet: A2

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**CONTRACTOR**  
**Abeln, Phil**

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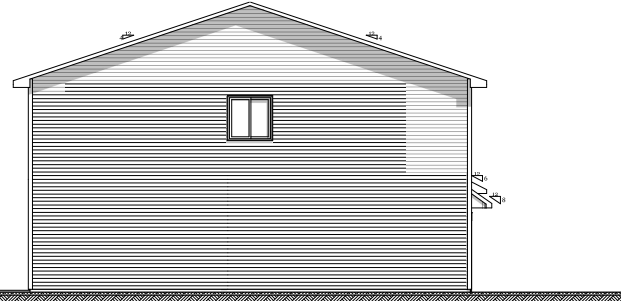
**SIMONSON LUMBER & HARDWARE, INC.**  
An Employee-Owned Business  
1932 S.W. 1st St., Moorhead, MN 56501  
Phone: (218) 242-2281



1 REAR ELEVATION  
SCALE: 3/16" = 1'-0"



2 RIGHT ELEVATION  
SCALE: 3/16" = 1'-0"



3 LEFT ELEVATION  
SCALE: 3/16" = 1'-0"



4 FRONT ELEVATION  
SCALE: 3/16" = 1'-0"

FINAL DRAWINGS FOR CONSTRUCTION CONTRACTOR APPROVAL.  
DATE: \_\_\_\_\_  
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# 5 Unit 2-Story Town Home (Slab on Grade -19' & 32' sizes)

Project Description:  
Lot 27, Block 2,  
Prairieview Parkway 3rd Addition,  
--- 38th Avenue South,  
Moorhead, Minnesota

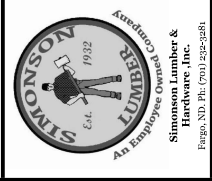
Drawn by: PG-JCHH-ARB Checked by: JCHH  
Date Issued: 10-09-2023 Revised Date: 3/30/2026  
Scale: REFER TO PLAN  
Sheet: A7  
Simonson Lumber & Hardware, Inc. is not responsible for any change to this plan above.

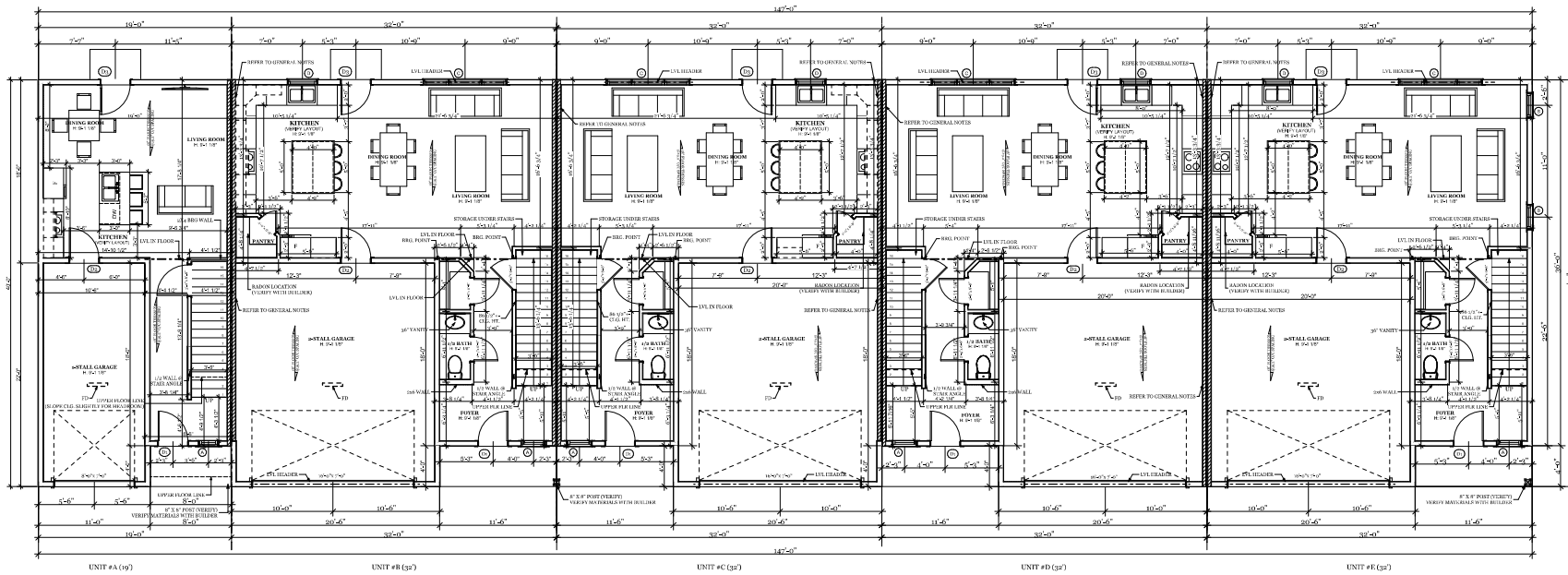
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CONTRACTOR  
**Abeln, Phil**





**GENERAL NOTES:**

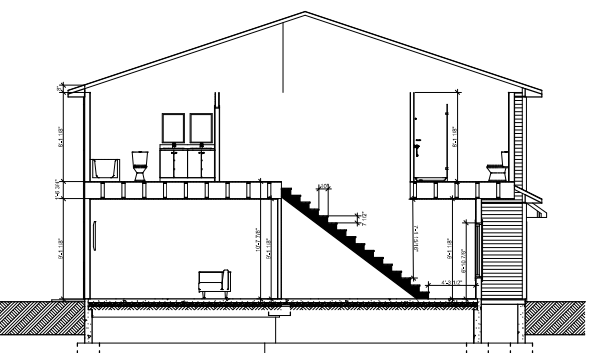
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GERKIN - WINDOW SCHEDULE - MAIN FLOOR				
QTY	ID	MODEL	LOCATION	Head Height
1	A	MODEL - 9511 FIXED	FOYER	6'-0" / 7'-8"
4	A	MODEL - 9511 FIXED	FOYER	6'-0" / 7'-8"
2	B	MODEL - 9511 FIXED	LIVING	6'-0" / 7'-8"
4	C	MODEL - 9022 3 LITE SLIDER	LIVING	8'-0" / 8'-5"
4	D	MODEL - 9511 FIXED	KITCHEN	3'-4" / 3'-4"
15				

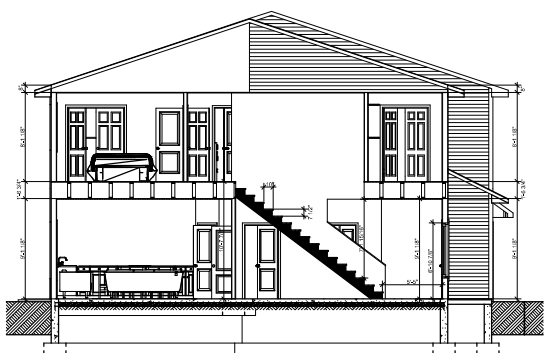
EXTERIOR DOOR SCHEDULE - MAIN FLOOR				
QTY	ID	TYPE	SIZE	JAMB
5	D1	PANEL HOUSE ENTRY DOOR	3'-0" x 6'-8"	26EXTFA
2	D2	PANEL HOUSE GARAGE DOOR	3'-4" x 6'-8"	26EXTFA
5	D3	FULL VIEW DOOR	3'-0" x 6'-8"	26EXTFA
4	D4	OVERHEAD GARAGE DOOR	10'-0" x 7'-0"	26GFA
1	D4	OVERHEAD GARAGE DOOR	8'-0" x 7'-0"	26GFA
20				

INTERIOR DOOR SCHEDULE : MAIN FLOOR				
QTY	TYPE	LOCATION	SIZE	JAMB
4	SINGLE DOOR	1/2 BATH	2'-4" x 6'-8"	24INTFA
4	SINGLE DOOR	PANTRY	2'-4" x 6'-8"	24INTFA
1	SINGLE DOOR	STORAGE UNDER STAIRS	3'-4" x 6'-8"	24INTFA
4	SINGLE DOOR	WIC	2'-4" x 6'-8"	24INTFA
17				

1 MAIN FLOOR PLAN  
SCALE: 3/16" = 1'-0"



2 COMPUTER WALL-STAIRS (19' UNIT) SECTION  
SCALE: 3/16" = 1'-0"



3 COMPUTER WALL-STAIRS (32' UNIT) SECTION  
SCALE: 3/16" = 1'-0"

FINAL DRAWINGS FOR CONSTRUCTION CONTRACTOR APPROVAL.  
DATE: \_\_\_\_\_  
SIMONSON LUMBER IS NOT RESPONSIBLE FOR CHANGES AFTER DATE ABOVE.

**PROJECT SQUARE FOOTAGE - ANSI Z396.1-2003 GUIDELINES**

MAIN FLOOR UNIT A-40'	492.00
MAIN FLOOR UNIT B-32'	796.30
MAIN FLOOR UNIT C-32'	796.30
MAIN FLOOR UNIT D-32'	796.30
MAIN FLOOR UNIT E-32'	796.30
SECOND FLOOR UNIT A-40'	718.11
SECOND FLOOR UNIT B-32'	1,195.66
SECOND FLOOR UNIT C-32'	1,195.66
SECOND FLOOR UNIT D-32'	1,195.66
SECOND FLOOR UNIT E-32'	1,195.66
<b>TOTAL</b>	<b>9,184.85</b> sq ft

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**A4**  
Project Description:  
Lot 27, Block 2,  
Prairie Parkway 3rd Addition,  
38th Avenue South,  
Moonhead, Minnesota  
Drawn by: PG-JCHH-AR Checked by: JCHH  
Date Issued: 10-09-2023 Revised Date: 3/30/2026  
Scale: REFER TO PLAN  
Simonson Lumber & Hardware, Inc. is not responsible for any change to this plan above.

# 5 Unit 2-Story Town Home (Slab on Grade - 19' & 32' sizes)

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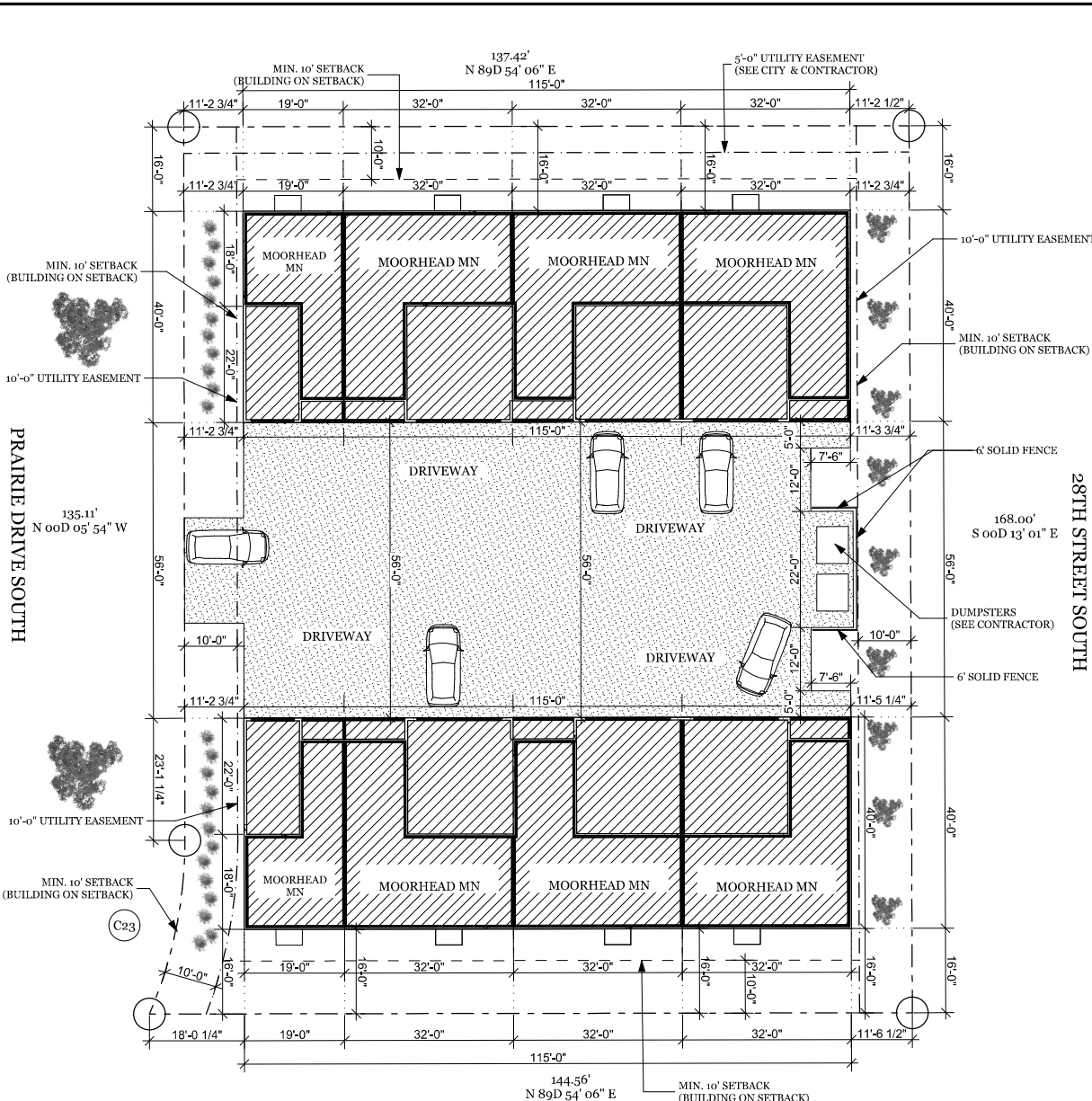
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CONTRACTOR  
**Abeln, Phil**

**Simonson Lumber & Hardware, Inc.**  
An Employee-Owned Business  
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Simonson Lumber & Hardware, Inc.  
Moonhead, MN, (763) 292-2881





**PRAIRIE PARKWAY 3RD ADDITION**  
 To City OF MOORHEAD, MN  
 CLAY Co. MN

Lot 28, Block 2  
 Address ----- Prairie Drive South  
 LOT PARCEL - SOD COVERAGE -LOT SIZE -23,188 SQFT

2 BUILDING (HOUSE/GARAGE/PORCH) - 9,200.00 SQFT  
 REAR DOOR PATIO/SLABS - 120.00 SQFT  
 DRIVEWAY, FRONT WALK, & DUMPSTER - 6,495.27 SQFT  
 CONCRETE FOOT PRINT - 15,815.27 SQFT

MAX. IMPERVIOUS SURFACE COVERAGE ALLOWABLE 70% -16,231.60 SQFT

**CODE REVIEW**  
 MIN LOT WIDTH: ..... FT  
 MIN LOT SIZE: ..... FT  
 MAX COVERAGE: -- %  
 FRONT DIM MIN: 10 FT/25 FT IF GARAGE DOOR FACES STREET  
 (from property line)  
 INTERIOR SIDE: 10 FT  
 STREET SIDE: 10 FT/ 25 FT IF GARAGE DOOR FACES STREET  
 REAR: 10 FT  
 BUILDING SEPERATION: 10 FT  
 MOORHEAD ZONING SET BACKS

**GENERAL NOTES:**  
 1. SEE BUILDER/CONTRACTOR FOR ADDITIONAL INFORMATION ON SITE PLAN TO VERIFY NUMBER UNITS -SETBACK REQUIREMENTS  
 2. BUILDINGS ARE PARALLEL TO NORTH & SOUTH PROPERTY LINES (N 89D 54' 06" E)  
 3. VEHICLE SIZES BASED OFF OF ONLINE SEARCH DIMS & GRAPHIC STANDARDS  
 -TRUCK -7.75' X 19.09'  
 -VAN -7.58' X 15.67'  
 -CAR -6.91' X 16.73'  
 4. CITY ALLOWING 18' DRIVEWAYS WITH MIN. REQUIRED 20' PRIVATE STREET -CITY MHD (VERIFY)  
 5. DUMPSTER & ADDED CONCRETE AS PER CITY OF MOORHEAD -CONTRACTOR  
 6. 6' SOLID FENCES ADDED ALONG WITH TREES -PERENNIALS AS PER CONTRACTOR (VERIFY)  
 7. VERIFY ANY 6' SOLID FENCES ADDED ALONG WITH TREES -PERENNIALS WITH CONTRACTOR/CITY OF MOORHEAD MN  
 -CITY REQUESTS: (2) BLVD TREES & TOTAL OF 34 PLANT UNITS (SEE CONTRACTOR ON DETAILS-SIZES OF UNITS)  
 -LARGE TREES MAY NOT BE PLACED INSIDE OF 10'-0" EASEMENTS AS PER CITY MOORHEAD MN



**FINAL DRAWINGS FOR CONSTRUCTION**  
 CONTRACTOR APPROVAL: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 SIMONSON LUMBER IS NOT RESPONSIBLE FOR CHANGES AFTER DATE ABOVE.

**2 SITE PLAN**  
**SCALE: 1" = 10'**

**4 Unit 2-Story Town Home**  
(Slab on Grade -19' & 32' sizes)

**Project Description:** Lot 27, Block 2, Prairiepark Parkway 3rd Addition, 38th Avenue South, Moorhead, Minnesota

Drawn by: PG-JCHH-ARL Checked by: JCHH  
 Date Issued: 12-09-2023 Revised Date: 3/30/2026  
 Scale: REEFTOPLAN

**A2**

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**3/30/2026**

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**CONTRACTOR**

**Abeln, Phil**

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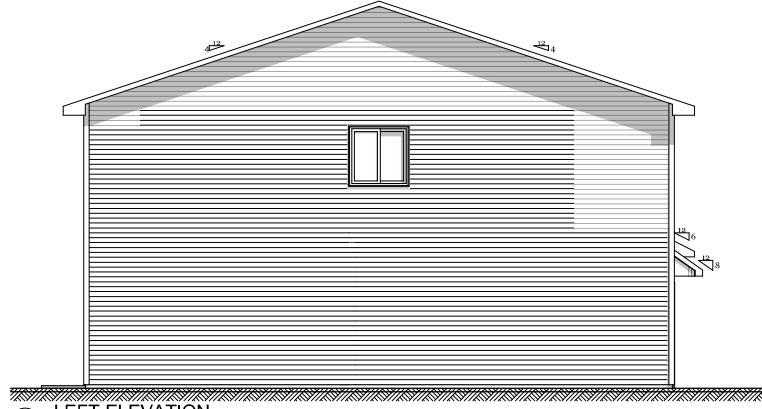
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 An Employee-Owned Business  
 Fargo, ND, PH: (701) 252-2981



1 REAR ELEVATION  
SCALE: 1/4" = 1'-0"



2 RIGHT ELEVATION  
SCALE: 1/4" = 1'-0"



3 LEFT ELEVATION  
SCALE: 1/4" = 1'-0"



4 FRONT ELEVATION  
SCALE: 1/4" = 1'-0"

FINAL DRAWINGS FOR CONSTRUCTION CONTRACTOR APPROVAL. DATE: SIMONSON LUMBER IS NOT RESPONSIBLE FOR CHANGES AFTER DATE ABOVE.

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**4 Unit 2-Story Town Home**  
(Slab on Grade -19' & 32' sizes)

Project Description: Lot 27, Block 2, Prairieview Parkway 3rd Addition, 38th Avenue South, Moorhead, Minnesota

Drawn by: PG-JCHH-ark Checked by: JCHH A7  
Date issued: 12-09-2023 Revised Date: 3/30/2026  
Scale: REEERTOPLAN Simonson Lumber & Hardware, Inc. is not responsible for any change in price due to the above.

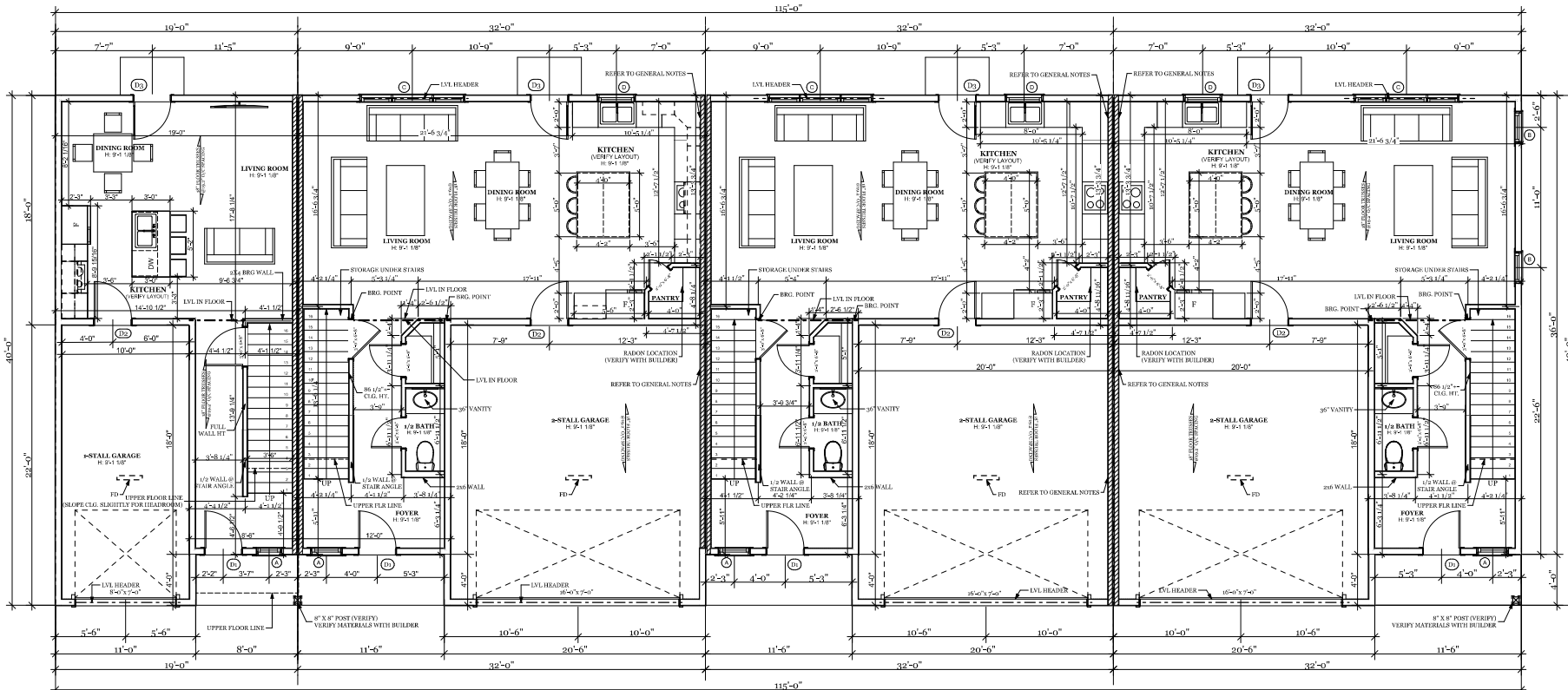
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CONTRACTOR  
**Abeln, Phil**

Simonson Lumber & Hardware, Inc.  
Fargo, ND, Ph: (701) 252-2581



- GENERAL NOTES:**
1. 1/2" EXTERIOR WALL SHEATHING FIGURED INTO THICKNESS OF ALL EXTERIOR WALLS
  2. ALL EXTERIOR DOOR WALLS DRAWN 7/8"
  3. GARAGE WALLS ARE 2x6 WALL DRAWN 7/8"
  4. ALL INTERIOR DOOR WALLS DRAWN 5/8"
  5. ALL INTERIOR 2 X 4 WALLS ARE DRAWN 5/8"
  6. ALL PLATE/CEILING HEIGHTS ARE 8'-0" UNLESS NOTED DIFFERENT (SEE 2.02.02.01.01)
  7. A. (2) MOORE FIRE WALLS WITH 1" AIR GAP BETWEEN FOR FIRE-SAFE WALLS
  8. GARAGE WALLS EXAMINED ONLY ARE 2" x 8" - (SMALL TOP OF HOUSE PLATE CUTS)
  9. A. (2) MOORE FIRE WALLS WITH 1" AIR GAP BETWEEN FOR FIRE-SAFE WALLS
  10. VERIFY IF ENTIRE GARAGE IS TO BE INSULATED, SHEET ROCKED, AND HEATED
  11. SPOKANE INSISTS ON BOTH MOORE (BUILDER MATERIALS)
  12. VERIFY TYPE OF BEAMS HEADERS REQUIRED TO SUPPORT FLOOR & ROOF LOADS WITH TRUSS MANUFACTURER
  13. VERIFY MATERIALS REQUIRED, TRUSS MANUFACTURE TO LOC, LOCAL PERMITS, AND SUPPLY
  14. LVL HEADER IN WALL FRAMING FOR SUPPORT OF WALLS/WINDOWS/CLASH (VERIFY WITH TRUSS MANUFACTURE DESIGN)
  15. CONTRACTOR MUST VERIFY ALL WINDOWS, DOORS & OPENING HEADERS WITH TRUSS MANUFACTURE
  16. ALL WINDOW, DOOR AND OPENINGS 2" x 8" LARGER TO HAVE (2) JACK STUDS INSIDE EITHER SIDE OF HEADERS IN ACCORDANCE WITH THE CITY CODE REQUIREMENTS - (FLOR TRUSS) (SEE FLOOR PLAN)
  17. A. NO 2x4 FLOOR TRUSS ON PARTY WALLS - ALL DOOR FRAME TO TOP OF FLOOR TRUSS (SEE BUILDER OR TRUSS MANUFACTURE ON DETAILS)
  18. SEE BUILDER - (CROWN MOULDING, BATHROOMS, LAUNDRY ROOM AND ANY OTHER CURB CUT LAYOUTS)
  19. WINDOWS TO HAVE 1/4" TRIM INSIDE AND 1/2" TRIM OUTSIDE (FRONT AND ONLY VERIFY WITH BUILDER)
  20. A. SHIP AND REAR WINDOW HAVE 1/4" TRIM OUTSIDE (FRONT AND ONLY VERIFY WITH BUILDER)
  21. INTERIOR DOORS HAVE 1/2" TRIM ON BOTH SIDES OF THE WALL (VERIFY WITH BUILDER)
  22. EXTERIOR DOORS HAVE 1/2" TRIM ON OUTSIDE AND 1/4" INSIDE (VERIFY ONLY VERIFY WITH BUILDER)
  23. A. GARAGE/HOUSE DOOR AND PATIO DOOR TO HAVE 1/4" INSIDE TRIM AND 1/2" TRIM ON THE OUTSIDE (VERIFY WITH BUILDER)

1 MAIN FLOOR PLAN  
SCALE: 1/4" = 1'-0"

- GENERAL WINDOW NOTES:**
1. TOP OF ALL WINDOW UNITS ARE PLACED @ 6'-0" (7/8" FROM FLOORING MATERIALS)
  2. VERIFY HEADER MATERIALS
  3. GRILLS ON FRONT UNITS ONLY (REQUEST OF BUILDER)

**GERKIN - WINDOW SCHEDULE - MAIN FLOOR**

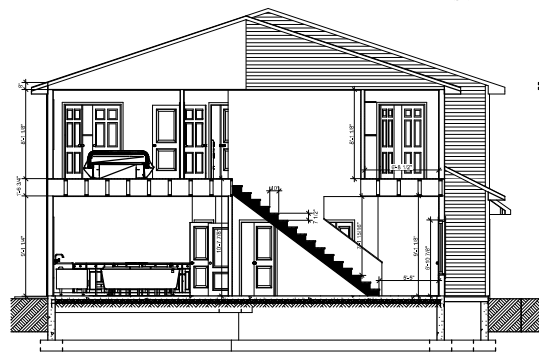
QTY	ID	MODEL	LOCATION	Rough Opening	Head Height
1	A	MODEL - 6611 FIXED	FOYER	2'-0" x 5'-0"	6'-0" / 7/8"
3	A	MODEL - 6611 FIXED	FOYER	2'-0" x 5'-0"	6'-0" / 7/8"
9	B	MODEL - 6611 FIXED	LIVING	2'-0" x 5'-0"	6'-0" / 7/8"
3	C	MODEL - 6632 1 LIFE SLIDER	LIVING	8'-0" x 5'-0"	6'-0" / 7/8"
3	D	MODEL - 6611 FIXED	KITCHEN	2'-0" x 5'-0"	6'-0" / 7/8"
12					

**EXTERIOR DOOR SCHEDULE - MAIN FLOOR**

QTY	ID	TYPE	SIZE	JAMB
4	D1	3 PANEL HOUSE ENTRY DOOR	3'-0" x 6'-8"	36EXTFA
4	D2	3 PANEL HOUSE GARAGE DOOR	3'-0" x 6'-8"	36EXTFA
4	D3	FULL VIEW DOOR	3'-0" x 6'-8"	36EXTFA
3	D4	OVERHEAD GARAGE DOOR	10'-0" x 7'-0"	36GFA
1	D5	OVERHEAD GARAGE DOOR	8'-0" x 7'-0"	36GFA
15				

**INTERIOR DOOR SCHEDULE : MAIN FLOOR**

QTY	TYPE	LOCATION	SIZE	JAMB
3	SINGLE DOOR	1/2 BATH	2'-0" x 6'-8"	34INTFA
3	SINGLE DOOR	PANTRY	2'-0" x 6'-8"	34INTFA
4	SINGLE DOOR	STORAGE UNDER STAIRS	3'-0" x 6'-8"	34INTFA
3	SINGLE DOOR	WIC	2'-0" x 6'-8"	34INTFA
13				



2 COMPUTER STAIRS - WALL SECTION (B,C,D)  
SCALE: 3/16" = 1'-0"

PROJECT SQUARE FOOTAGE - ANSI Z765-2003 GUIDELINES

MAIN FLOOR UNIT A-19'	497.79
MAIN FLOOR UNIT B-32'	796.33
MAIN FLOOR UNIT C-32'	796.33
MAIN FLOOR UNIT D-32'	796.33
SECOND FLOOR UNIT A-19'	314.05
SECOND FLOOR UNIT B-32'	1,329.65
SECOND FLOOR UNIT C-32'	1,329.65
SECOND FLOOR UNIT D-32'	1,329.65
	7,191.33 1/2

**SQUARE FOOTAGE DISCLAIMER:**  
Simonson Lumber & Hardware, Inc. expressly disclaims any liability with respect to the square footage listed on any floor plans or renderings above. Buyer or Contractor is responsible for verifying the square footage of the plans prior to pricing or estimates.

FINAL DRAWINGS FOR CONSTRUCTION  
CONTRACTOR APPROVAL:  
DATE:  
SIMONSON LUMBER IS NOT RESPONSIBLE FOR CHANGES AFTER DATE ABOVE.

**A4**

Drawn by: PG-ACMII-ARL Checked by: JCHII

Date Issued: 10-09-2023 Revised Date: 3/30/2026

Scale: REEFTO PLAN

Simonson Lumber & Hardware, Inc. is not responsible for any change to this plan after issue.

**4 Unit 2-Story Town Home**  
(Slab on Grade - 19' & 32' sizes)

**Project Description:**  
Lot 27, Block 2  
Prairieview Parkway 3rd Addition,  
38th Avenue South,  
Moonhead, Minnesota

**Disclaimer of Warranties**

Plans furnished by Simonson Lumber & Hardware, Inc. are prepared by the Architect and are intended to be used by the Contractor. The Contractor shall be responsible for verifying the accuracy of the information provided in the plans. Simonson Lumber & Hardware, Inc. is not responsible for any change to this plan after issue.

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THIS PLAN IS THE MOST CURRENT PLAN AS OF THIS DATE:

**3/30/2026**

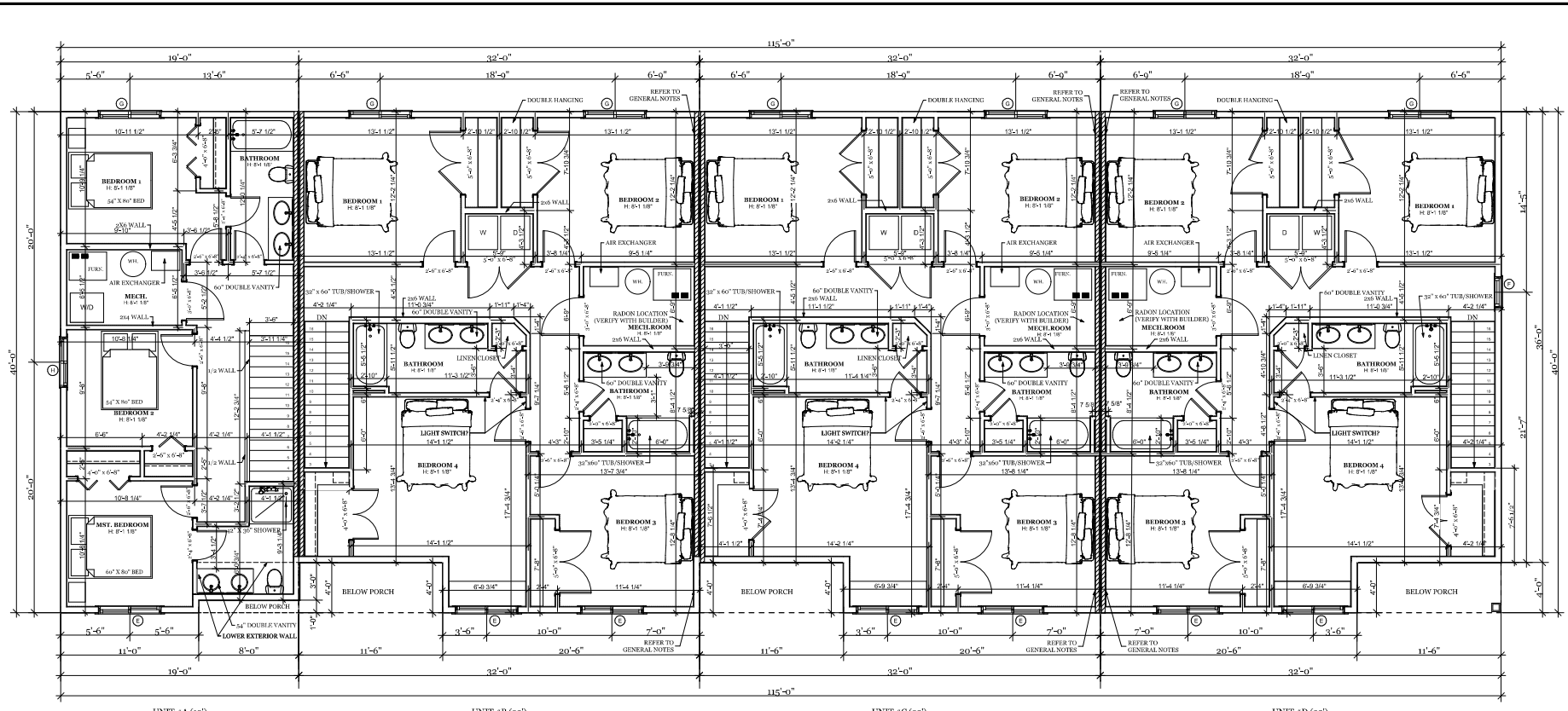
IF THIS DATE IS MORE THAN 1 WEEK OLD PLEASE VERIFY WITH THE DESIGNER AT SIMONSON'S THAT YOU HAVE THE MOST RECENT SET OF DOCUMENTS.

**Abeln, Phil**

CONTRACTOR

**Simonson Lumber & Hardware, Inc.**  
An Employee-Owned Business  
Est. 1932

7191-33 1/2



**GENERAL NOTES:**

- EXTERIOR WALL SHEATHING FIGURED INTO THICKNESS OF ALL EXTERIOR WALLS
- EXTERIOR 2X6 WALLS DRAWN 6" TYP.
- CARGAGE WALLS ARE 2X6 WALL DRAWN 6" TYP.
- INTERIOR 2X6 WALLS DRAWN 6" TYP.
- ALL INTERIOR 2 X 4 WALLS ARE DRAWN 6" TYP.
- ALL PLATE/CILING HEIGHTS ARE 8'-0" UNLESS NOTED OTHERWISE (USE PRE-CUT MATERIALS)
- DO NOT REMOVE THE WALLS WITH 2" AIR GAPS BETWEEN THE FLOOR/CEILING WALLS
- ADD 1/2 X 2 WALL TO OUTSIDE OF THIS FRIEZE - MEET WALLS IN MASTER BEDROOM FOR SOUND CONTROL ONLY (SEE BUILDER)
- SPRINKLER SYSTEM ON BOTH FLOORS (SEE BUILDER WITH HEADERS)
- VERIFY TYPE OF BEAM/HEADERS REQUIRED TO SUPPORT FLOOR & ROOF LOADS WITH TRUSS MANUFACTURER
- IF ANY MATERIALS REQUIRED, PLEASE MANUFACTURER, LOGO, LOGO OR PLANS, AND APPLY
- ALL HEADERS IN WALL FRAMING FOR SUPPORT OF WALLS/WINDOWS/GLASS CEILING WITH TRUSS MANUFACTURER DESIGN
- DO NOT REMOVE OR ALTER ANY WINDOWS, DOORS OR OPENINGS HEADERS UNDER TRUSS MANUFACTURER
- ALL WINDOWS, DOORS AND OPENINGS 4" X 8" LARGER TO HAVE (3) JACK STUDS UNDER REVERSE SIDE OF HEADERS IN ACCORDANCE WITH THE CITY CODE REQUIREMENTS
- SEE BUILDER - CABINET MANUFACTURER ON KITCHENS, BATHROOMS, LAUNDRY ROOM AND ANY OTHER CABINET LAYOUTS
- WINDOWS TO HAVE 1/4" TRIM INSIDE AND 1/2" TRIM OUTSIDE (UPPER ONLY)
- SHRIMP AND REAR WINDOWS HAVE 3/4" TRIM OUTSIDE
- EXTERIOR DOORS HAVE 1/2" TRIM ON BOTH SIDES OF THE WALL
- EXTERIOR DOORS HAVE 1/2" TRIM OUTSIDE AND 1/4" TRIM INSIDE (FRONT ONLY)
- CARGAGE DOOR AND PATIO DOOR TO HAVE 1/2" TRIM INSIDE AND 3/4" TRIM ON THE OUTSIDE

**GENERAL WINDOW NOTES (WINDOWS BY OTHERS):**

- TOP OF ALL WINDOW UNITS ARE PLACED 6'-0" TO 7'-0" FROM FLOORING MATERIALS
- VERIFY HEADER MATERIALS
- GRILLS ON FRONT UNITS ONLY (REQUEST OF BUILDER)

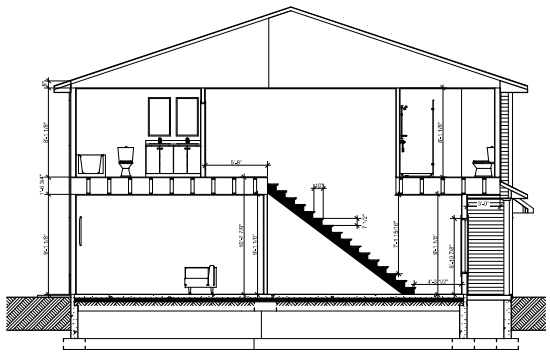
**GERKIN - WINDOWS SCHEDULE UPPER FLOOR**

QTY	ID	MODEL	LOCATION	Finish	Head Height
1	E	MODEL - 6022 1 LITE SLIDER	MASTER BEDROOM	5'-0" x 4'-0"	6'-0" TO 7'-0"
1	F	MODEL - 6021 1 LITE FIXED	HALLWAY	3'-0" x 4'-0"	6'-0" TO 7'-0"
1	H	MODEL - 6022 2 LITE SLIDER	BEDROOM 2	4'-0" x 4'-0"	6'-0" TO 7'-0"
3	E	MODEL - 6022 2 LITE SLIDER	BEDROOM 3	5'-0" x 4'-0"	6'-0" TO 7'-0"
3	E	MODEL - 6022 2 LITE SLIDER	BEDROOM 4	5'-0" x 4'-0"	6'-0" TO 7'-0"
3	G	MODEL - 6022 2 LITE SLIDER	BEDROOM 2	5'-0" x 4'-0"	6'-0" TO 7'-0"
4	G	MODEL - 6022 2 LITE SLIDER	BEDROOM 1	5'-0" x 4'-0"	6'-0" TO 7'-0"
16					

**INTERIOR DOOR SCHEDULE - UPPER FLOOR**

QTY	ID	LOCATION	SIZE	JAMB	
3		DOUBLE DOOR	BEDROOM 1 WIC	5'-0" x 6'-0"	24NTEA
1		DOUBLE DOOR	BEDROOM 1 WIC	4'-0" x 6'-0"	24NTEA
3		DOUBLE DOOR	BEDROOM 2 WIC	5'-0" x 6'-0"	24NTEA
1		DOUBLE DOOR	BEDROOM 2 WIC	5'-0" x 6'-0"	24NTEA
3		DOUBLE DOOR	BEDROOM 3 WIC	5'-0" x 6'-0"	24NTEA
3		DOUBLE DOOR	BEDROOM 4 WIC	4'-0" x 6'-0"	24NTEA
3		DOUBLE DOOR	LAUNDRY	5'-0" x 6'-0"	24NTEA
1		DOUBLE DOOR	MASTER CLOSET	4'-0" x 6'-0"	24NTEA
4		SINGLE DOOR	BEDROOM 1	5'-0" x 6'-0"	24NTEA
4		SINGLE DOOR	MECH ROOM	3'-0" x 6'-0"	24NTEA
3		SINGLE DOOR	BATHROOM	5'-0" x 6'-0"	24NTEA
5		SINGLE DOOR	BATHROOM	5'-0" x 6'-0"	24NTEA
4		SINGLE DOOR	BEDROOM 2	5'-0" x 6'-0"	24NTEA
3		SINGLE DOOR	BEDROOM 4 BATH	5'-0" x 6'-0"	24NTEA
3		SINGLE DOOR	BEDROOM 4 BATH	5'-0" x 6'-0"	24NTEA
1		SINGLE DOOR	MASTER BATH	5'-0" x 6'-0"	24NTEA
3		SINGLE DOOR	BEDROOM 3	5'-0" x 6'-0"	24NTEA
3		SINGLE DOOR	BEDROOM 4	5'-0" x 6'-0"	24NTEA
1		SINGLE DOOR	MASTER BEDROOM	5'-0" x 6'-0"	24NTEA
52					

1 UPPER FLOOR PLAN  
SCALE: 1/4" = 1'-0"



2 COMPUTER WALL-STAIR SECTION (A)  
SCALE: 3/16" = 1'-0"

**FINAL DRAWINGS FOR CONSTRUCTION CONTRACTOR APPROVAL:**

DATE: \_\_\_\_\_

**SIMONSON LUMBER IS NOT RESPONSIBLE FOR CHANGES AFTER DATE ABOVE.**

**Disclaimer of Warranties**

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**A5**

Project Description:  
Lot 27, Block 2,  
Patriot Parkway 3rd Addition,  
38th Avenue South,  
Moonhead, Minnesota

Drawn by: PG-JCHH-ARL  
Checked by: JCHH

Date Issued: 12-01-2023  
Revised Date: 3/30/2026

Scale: REFER TO PLAN  
Simonson Lumber & Hardware, Inc. is not responsible for any change to these plans above.

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**CONTRACTOR**

Abeln, Phil

Simonson Lumber & Hardware, Inc. is an Equal Opportunity Employer. M/F/V

**CONTRACTOR**

**CONTRACTOR**

**Abeln, Phil**

Simonson Lumber & Hardware, Inc. is an Equal Opportunity Employer. M/F/V

**SQUARE FOOTAGE DISCLAIMER:**  
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**RESOLUTION**

**Resolution to Approve a Multi-Family Residential Tax Incentive for Townhomes at Prairie Parkway II LLC for the construction of four multi-family townhome buildings located at 3865 and 3873 Prairie Drive South (58.627.0410 and 58.627.0420)**

WHEREAS, Townhomes at Prairie Parkway II LLC desires to construct three 4-unit townhomes and one 5-unit townhome on two parcels located at 3865 and 3873 Prairie Drive S, Moorhead, Clay County, State of Minnesota; and

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

WHEREAS, the City of Moorhead has received a completed application from Townhomes at Prairie Parkway II LLC filed in accordance with City procedures, policy, and guidelines requesting the following tax incentives: exemption from property taxation; and

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

WHEREAS, proper notice to competitors pursuant to Minnesota Statute Chapter 469.1734, Subd. 7, was published twice in the City’s official newspaper on April 2, 2026, and April 9, 2026, respectively; and

WHEREAS, Townhomes at Prairie Parkway II LLC is a qualified business as defined in Minnesota Statutes 469.1734; and

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

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

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

Schedule I:

<b>New Building Value / Unit</b>	<b>Exemption Amount</b>	<b>Term of Exemption</b>
\$70,000 (minimum)	\$25,000 / unit / year	4 years

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

$$17 \text{ units} \times \$25,000 \text{ per unit} \times 1.6\% \text{ effective tax rate} \times 4 \text{ years} = \$27,200$$

4. The Mayor and City Manager are hereby authorized and directed to execute the Tax Incentive Agreement on file by and between the City of Moorhead and Townhomes at Prairie Parkway II LLC.
5. The City Clerk is hereby authorized and directed to certify this grant of exemption from property taxation to the City Assessor and County Assessor contingent upon Townhomes at Prairie Parkway II LLC and the City executing the Tax Incentive Agreement.

PASSED: April 27, 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

---

April 27, 2026

**SUBJECT:**

Public Hearing Regarding the Application of Werks Properties LLC, leasing to Red River MotorWerks LLC, for a Commercial Property Tax Exemption for the Construction of an Automotive Sales Building located at 2419 2 Ave N (58.307.0480)

**RECOMMENDATION:**

The Mayor and City Council are asked to conduct a Public Hearing and consider approval of commercial property tax exemption for the construction of a new automotive sales building located at 2419 2 Ave N (58.307.0480)

**BACKGROUND/KEY POINTS:**

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

**Project:** Scott Haluptzok, on behalf of Red River MotorWerks LLC, proposes to expand the company's operations with the construction of an 8,100-square-foot commercial facility that will serve as a showroom, sales center, and detailing center. The new building will be constructed using standard wood framing with steel and glass exterior elements, along with improved parking slabs surrounding the structure. Red River MotorWerks, which specializes in European automotive sales, opened in October 2024 and has quickly outgrown its current location at 2415 2nd Avenue N.

**Employees:** The Lessee, Red River MotorWerks LLC, will retain two (2) fulltime employees and anticipates creating eight (8) additional full-time positions. The application also includes the addition of part-time positions, exceeding the minimum job creation and wage requirements necessary to qualify for this incentive.

**Property Valuation:** The parcel has an assessed land and building/improvement value of \$344,800. Existing land and building/improvement value, and any future changes to that value, remains taxable for the duration of the property tax exemption. Only the new assessed building/improvement value attributable to this project receives the exemption.

Based on the preliminary plans submitted with the application, the City Assessor has estimated that the new assessed building value for the project will be approximately \$970,000.

**Exemption Term:** The term of the exemption is based upon the *new assessed building value* as determined by the City Assessor following building completion. The estimate found in this communication provides an indication of the scope of the project. The new building value and jobs retained and/or created post construction will likely meet the minimum requirements for a 3-year property tax exemption.



# City Council Communication

---

April 27, 2026

**Timeline:** Construction of the project, if approved, will begin in May 2026, with an estimated completion of October 2026. Whatever construction is complete in 2026 will be assessed January 2, 2027, and become payable in 2028. Therefore, the first year of the proposed exemption would be 2028. If construction is only partially completed on January 2, 2027, the project operator may choose to pay taxes for the partial year and begin the full exemption in 2029.

**Zoning:** The parcel is located within the MU-4: Gateway Mixed Use zoning district, and the proposed use is permitted within this zoning district. All final building plans will meet the requirements of the zoning district and will adhere to all local and state building permit laws. The project is expected to comply with the approved plans, including landscaping, to obtain the tax incentives.

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

**FINANCIAL CONSIDERATIONS:**

The maximum total benefit to the applicant for this expansion project is estimated at approximately \$46,560 in property tax exemptions using projected new assessed building value (\$970,000) and current tax rate (1.6%) for a period of three (3) years.

**Voting Requirements:** 3/4 of Council (6)

**Submitted By:**

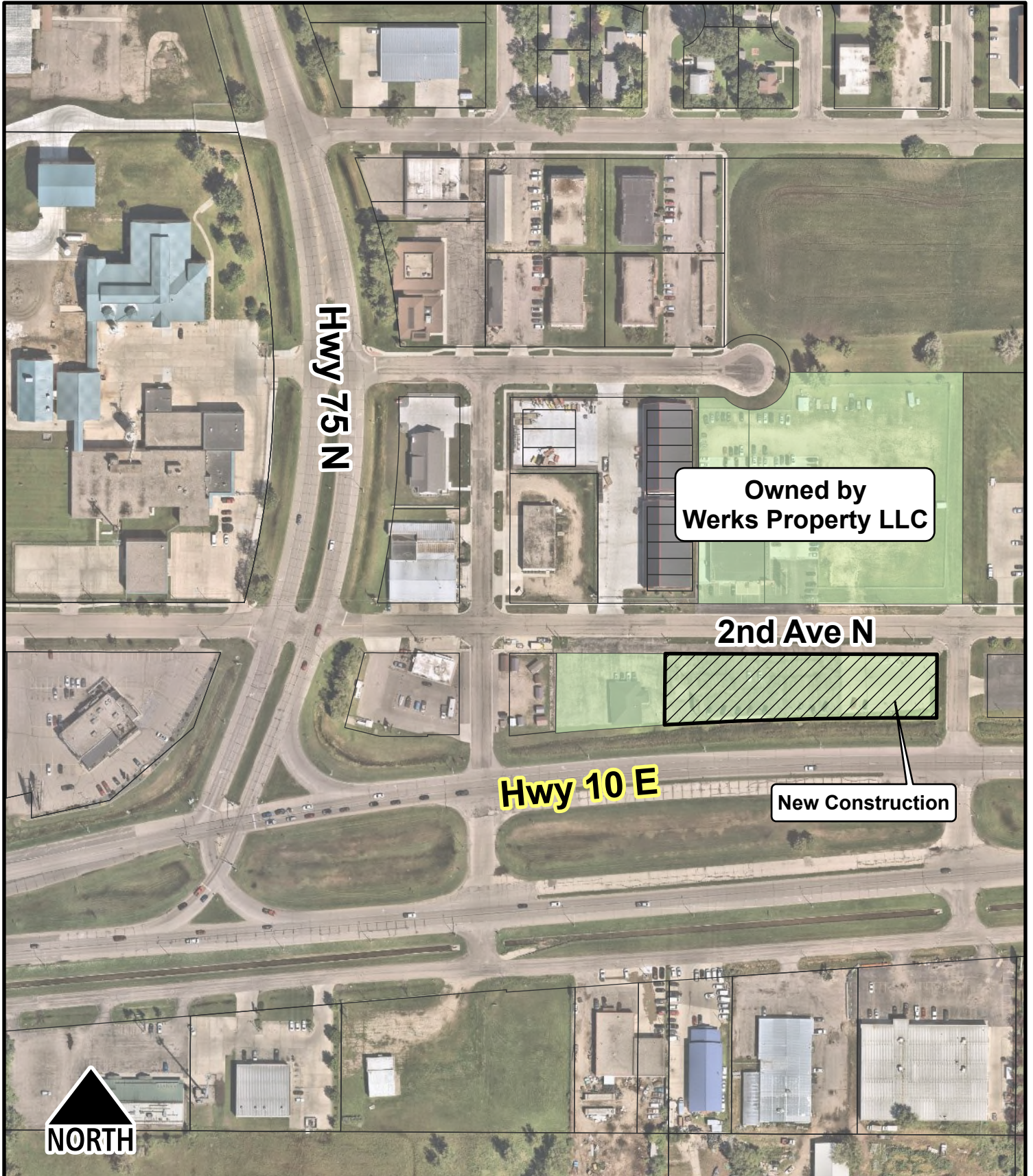
Dan Mahli, City Manager  
Amy Thorpe, Economic Development Program Administrator  
Matt Leiseth, DMI/Economic Development

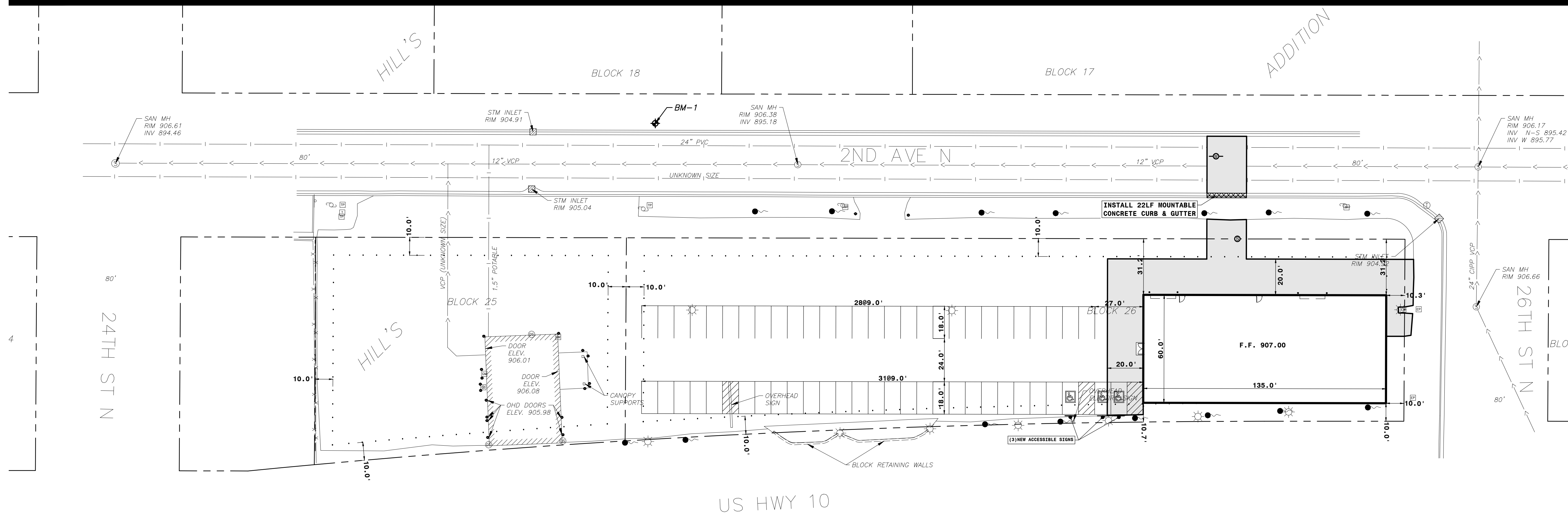
**Attachments:** General Location Map  
Site Plan, Building Floor Plan, Building Elevation  
Draft Resolution



# GENERAL LOCATION MAP

Property Owner | Werks Properties LLC  
Lessee D/B/A | Red River MotorWerks LLC  
Address | 2419 2 Ave N  
Parcel ID | 58.307.0480





**SYMBOL LEGEND:**

---	EXISTING PROPERTY LINE
---	SETBACK LINE
●	EXISTING FOUND MONUMENT
◆	EXISTING BENCHMARK
⊙	EXISTING SANITARY SEWER MANHOLE
⊠	EXISTING STORM SEWER INLET
⊕	EXISTING DOWNSPOUT
⊞	EXISTING GAS METER
⊟	EXISTING COMMUNICATIONS PEDESTAL
⊠	EXISTING COMMUNICATIONS VAULT
⊡	EXISTING TELEPHONE MANHOLE
⊢	EXISTING ELECTRICAL PEDESTAL
⊣	EXISTING ELECTRIC METER
⊤	EXISTING TRAFFIC SIGN
•	EXISTING BOLLARD/POST
⊕	EXISTING UTILITY POLE
⊙	EXISTING LIGHT POLE
●	EXISTING FLAGPOLE
⊞	EXISTING AIR CONDITIONER
×	EXISTING FENCE LINE
—>	EXISTING SANITARY SEWER LINE
—	EXISTING WATERMAIN LINE
⊕	NEW GATE VALVE
⊙	NEW SANITARY CLEANOUT
⊞	NEW SIGN
▭	NEW ASPHALT PAVEMENT
▨	NEW TYPE 1 MOUNTABLE CONCRETE CURB & GUTTER

**PLAN NOTES:**

- ALL WORK WITHIN THE CITY OF MOORHEAD RIGHT-OF-WAY SHALL COMPLY WITH THE MOST RECENT CITY OF FARGO STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC UTILITIES.
- CONTRACTOR SHALL NOTIFY UTILITY COMPANIES FOR UNDERGROUND LOCATIONS 48 HOURS PRIOR TO BEGINNING CONSTRUCTION. GOPHER STATE ONE CALL PHONE NUMBER: 1-800-252-1166
- CONTRACTOR SHALL PROTECT ALL PROPERTY PINS. PROPERTY PINS DESTROYED OR DISTURBED SHALL BE REPLACED AT CONTRACTORS EXPENSE.
- CONTRACTOR SHALL MAINTAIN TEMPORARY EROSION CONTROL UNTIL PERMANENT EROSION CONTROL IS ESTABLISHED.
- CONTRACTOR SHALL ACQUIRE AN EROSION SEDIMENT CONTROL (ESC) PERMIT FROM THE CITY OF MOORHEAD PRIOR TO START OF CONSTRUCTION.
- IF THE LAND BOUNDARY DENOTED ON THE PLANS ENCOMPASSES ONE (1) ACRE OR MORE, A GENERAL PERMIT FOR THE AUTHORIZATION TO DISCHARGE STORM WATER ASSOCIATED WITH CONSTRUCTION ACTIVITY UNDER NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL SYSTEM (NPDES/SDS) PERMIT SHALL BE ACQUIRED BY THE CONTRACTOR AND OWNER FROM MINNESOTA POLLUTION CONTROL AGENCY (MPCA) A MINIMUM OF SEVEN (7) DAYS PRIOR TO CONSTRUCTION.
- ALL PAVEMENT MARKED FOR DEMOLITION SHALL BE FULL DEPTH SAW CUT PRIOR TO REMOVAL.
- CONTRACTOR SHALL COORDINATE TAPPING OF THE EXISTING WATERMAIN WITH THE CITY OF MOORHEAD MAINS AND HYDRANTS DEPARTMENT.
- THE CITY OF MOORHEAD INSPECTIONS DEPARTMENT MUST BE NOTIFIED TO INSPECT THE CONNECTION OF THE STORMWATER SYSTEM TO THE CITY STORMWATER SYSTEM. ENSURE THE EXCAVATION IS KEPT OPEN FOR THIS INSPECTION.
- ALL GRASSED AREAS DISTURBED BY CONSTRUCTION SHALL BE TOPSOILED (6" DEPTH), GRADED, SEEDED, AND HYDRO-MULCHED.
- EXCAVATION OR OTHER WORK IN THE RIGHT-OF-WAY SHALL REQUIRE A TRAFFIC CONTROL PLAN THAT MEETS ALL MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) REQUIREMENTS. THIS PLAN IS REQUIRED BEFORE ANY PERMITS TO WORK IN THE RIGHT-OF-WAY WILL BE ISSUED.

**BENCHMARKS:**

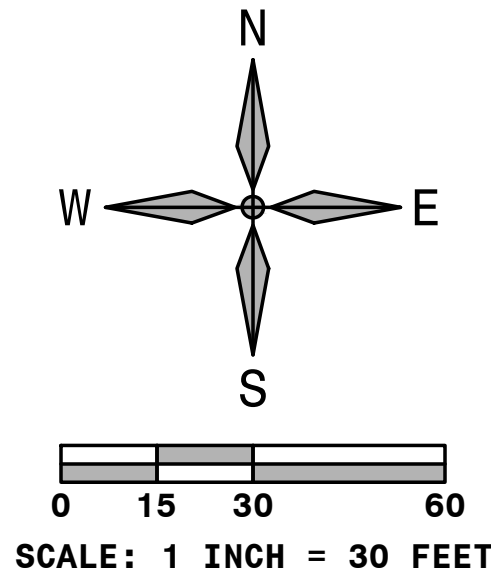
- SOUTHEAST FLANGE BOLT OF HYDRANT LOCATED ON THE NORTH SIDE OF 2ND AVENUE NORTH, +/-460' WEST OF THE INTERSECTION OF 26TH STREET NORTH AND 2ND AVENUE NORTH. ELEVATION = 909.01 (NAVD88)

**SITE NOTES:**

ZONING -	GATEWAY MIXED USE (MU-4)
SETBACKS -	FRONT - 10'
	INTERIOR - 10'
	STREET SIDE - 10'
	REAR - 10'
LOT AREA -	45,259 SF (1.04 ACRES)
EXISTING IMPERVIOUS -	43,443 (95.99%)
PROPOSED IMPERVIOUS -	42,933 (94.86%)
MAX IMPERVIOUS -	38,470 (85%)

**PARKING NOTES:**

REQUIRED -	2 STALLS FOR EACH REPAIR STALL AND 1 SPACE FOR EACH EMPLOYEE ON MAXIMUM SHIFT
PROPOSED -	55 STALLS (3 ADA)



PAVING PLAN

**THOR BUILDINGS**

**RED RIVER  
MOTORWERKS**

MOORHEAD, MINNESOTA

MBN JOB #: 25-255 DATE: 02-17-26

**C5.0**

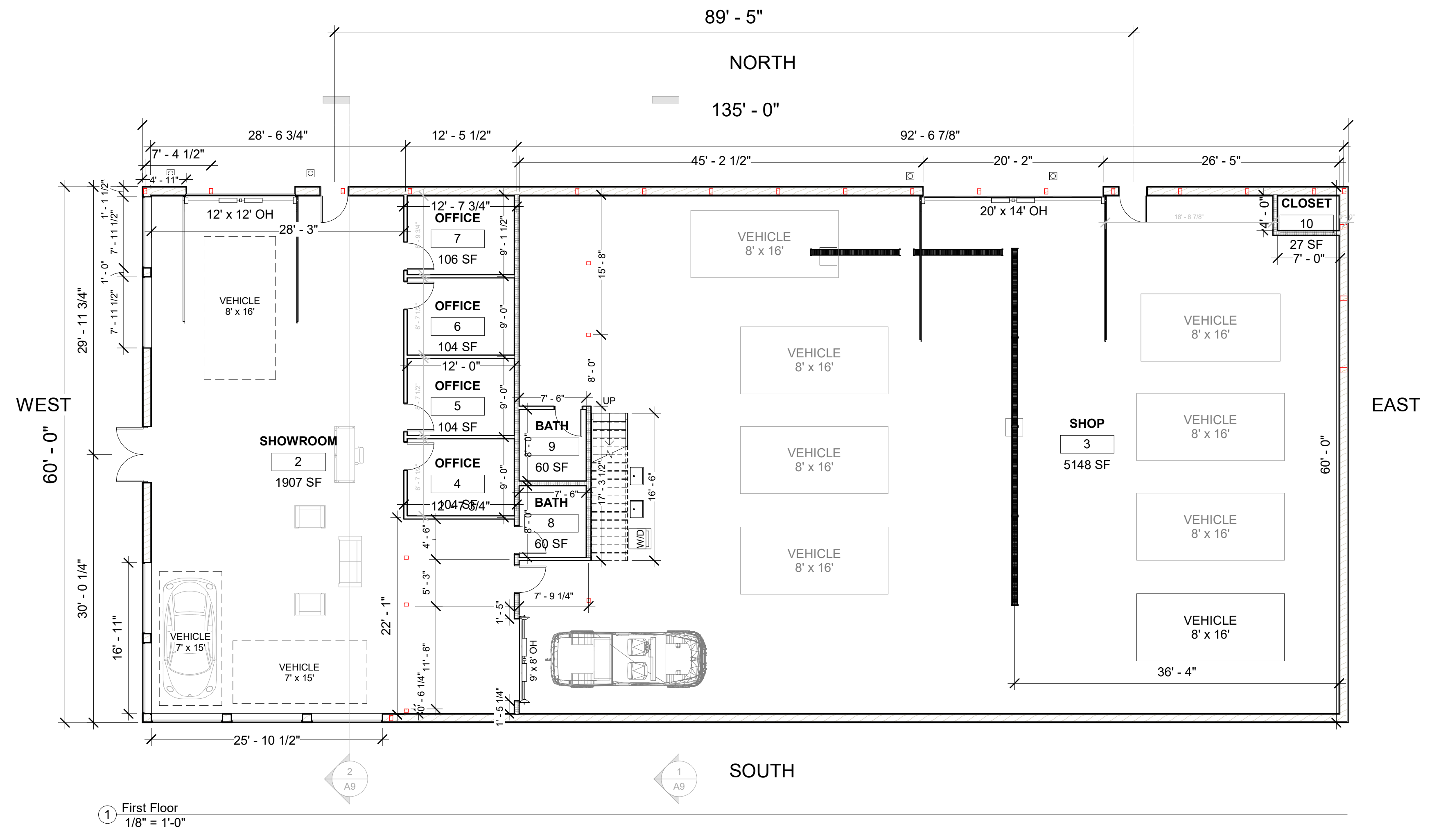
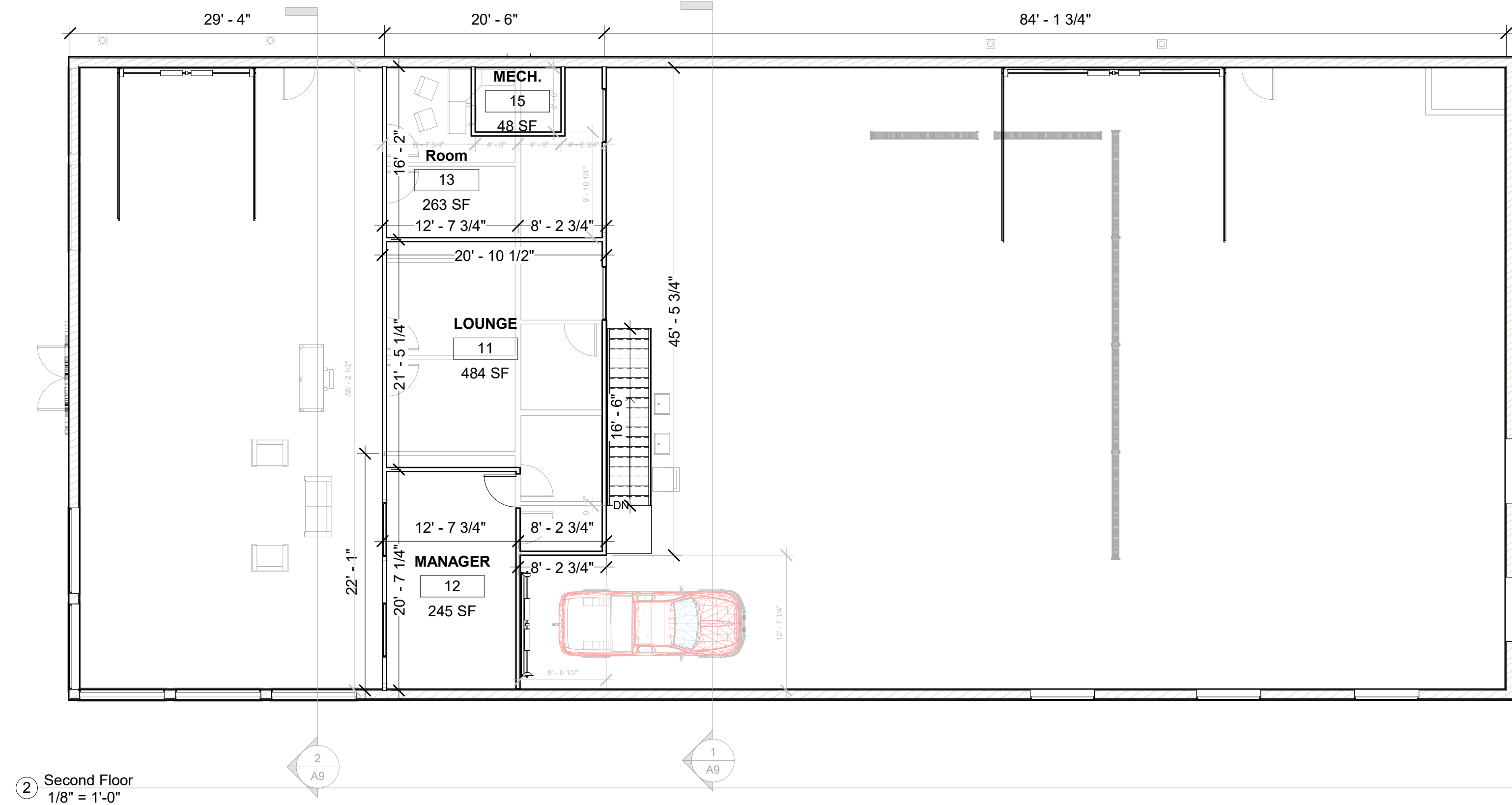


1218 55TH ST N  
FARGO, ND 58102  
701.800.THOR 8467  
THORBUILDINGS.COM

Project number	H36
Date	2/25/2026
Drawn by	H.R.
Checked by	T.T.

**Red River Motorwerks**  
**RRMW Shop**  
**Moorhead, MN 56560**

NOTES:  
1/15/2026 - SHOP FLOOR PLAN LAID OUT  
1/27/2026 - MEZZANINE - BREAK ROOM ADDED



\*\*\* DISCLAIMER OF WARRANTIES \*\*\*  
PLANS FURNISHED BY THOR BUILDINGS  
WERE PREPARED BY A LICENSED ARCHITECT  
WHO IS NOT GUARANTEED TO BE A PROFESSIONAL  
ARCHITECT OR ENGINEER. THOR BUILDINGS  
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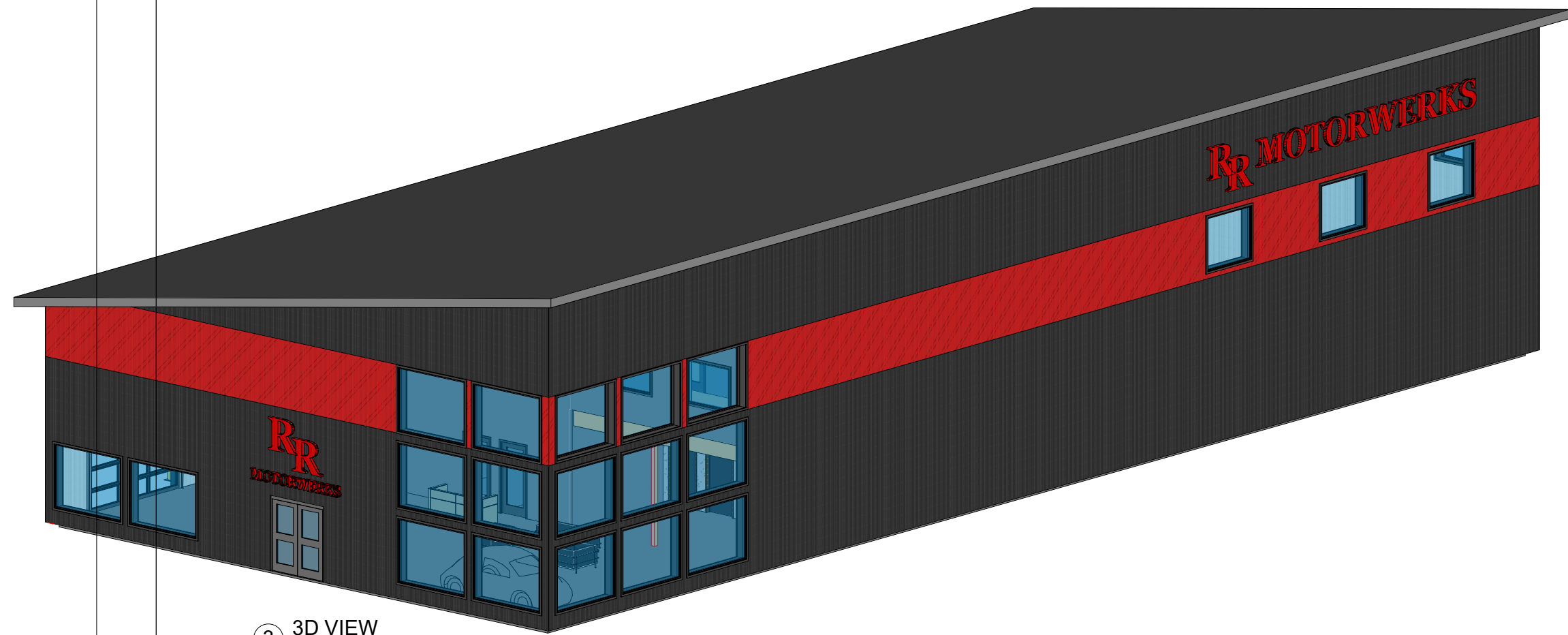
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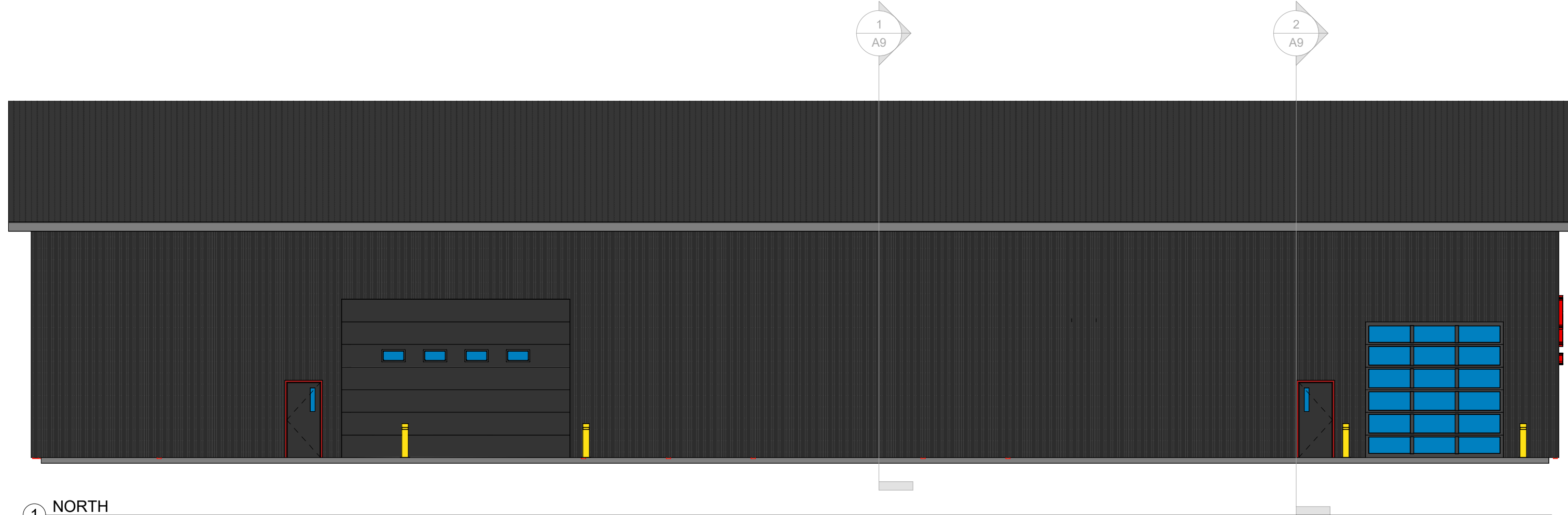
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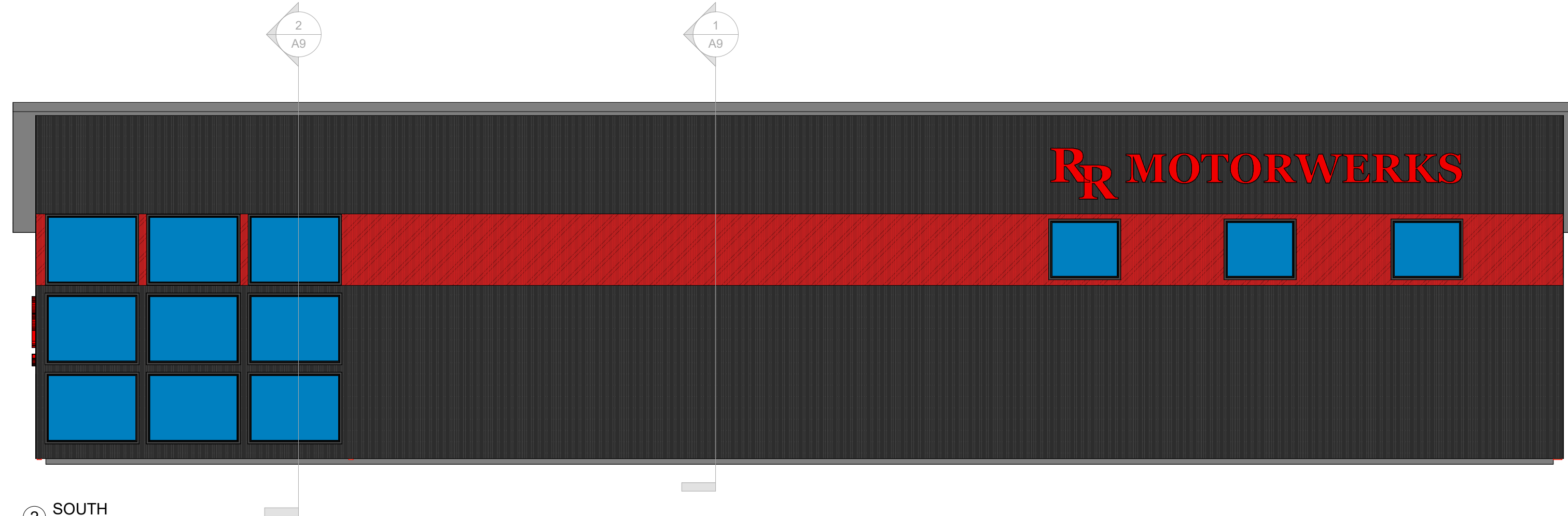
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③ 3D VIEW



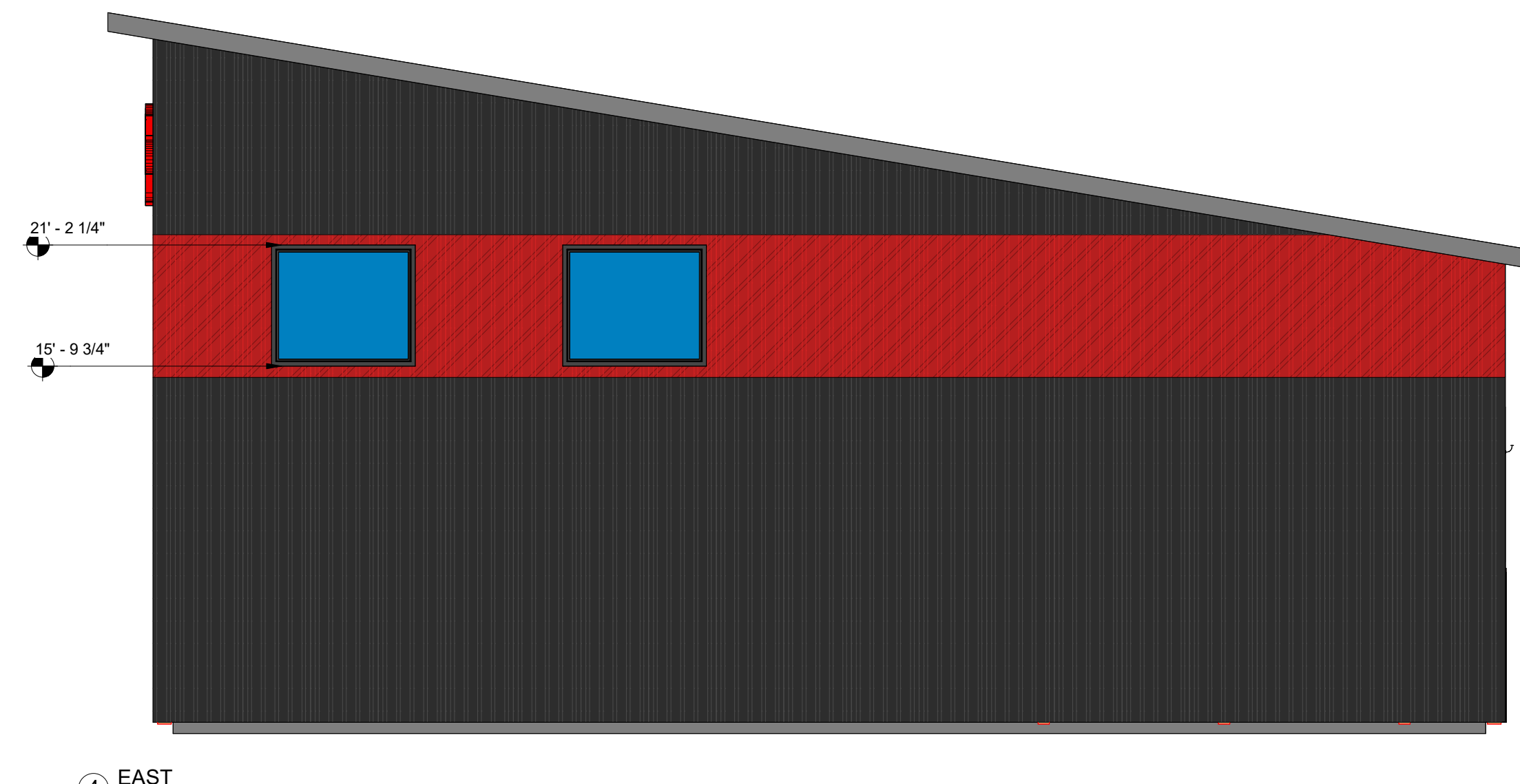
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② SOUTH  
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④ EAST  
3/16" = 1'-0"



1218 55TH ST N  
FARGO, ND 58102  
701.800.THOR 8467  
THORBUILDINGS.COM

Project number	H36
Date	2/25/2026
Drawn by	H.R.
Checked by	T.T.

Red River Motorwerks  
RRMW Shop  
Moorhead, MN 56560

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A6

Scale: As indicated

2/25/2026 4:52:45 PM

## RESOLUTION

### **Resolution to Approve a Commercial Tax Incentive for Werks Properties LLC, leasing to Red River MotorWerks LLC, for the construction of automotive sales building located at 2419 2 Ave N (58.307.0480)**

WHEREAS, Werks Properties LLC, leasing to Red River MotorWerks LLC, desires to construct an estimated 8,100 square foot automotive sales building located at 2419 2 Ave N, Moorhead, Clay County, State of Minnesota; and

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

WHEREAS, the City of Moorhead has received a completed application from Werks Properties LLC, leasing to Red River MotorWerks LLC, filed in accordance with City procedures, policy, and guidelines requesting the following tax incentives: exemption from property taxation; and

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

WHEREAS, proper notice to competitors pursuant to Minnesota Statute Chapter 469.1734, Subd. 7, was published twice in the City's official newspaper on April 2, 2026, and April 9, 2026, respectively; and

WHEREAS, Werks Properties LLC, leasing to Red River MotorWerks LLC, is a qualified business as defined in Minnesota Statutes 469.1734; and

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

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

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

New Building Taxable Value	Full Time Equivalent (FTE) Jobs Minimum Created or Retained	Term of Exemption
\$250,000-1,249,999	1-2	3 years
\$1,250,000+	3+	5 years

The new building value will fall within the above chart, and the exemption term is approved for the category in which it falls. Based on an estimated \$970,000 new assessed building value, the term of exemption would be for a period of 3 years.

4. The Mayor and City Manager are hereby authorized and directed to execute the Tax Incentive Agreement on file by and between the City of Moorhead and Werks Properties LLC, leasing to Red River MotorWerks LLC.
5. The City Clerk is hereby authorized and directed to certify this grant of exemption from property taxation to the City Assessor and County Assessor contingent upon Werks Properties LLC, Red River MotorWerks LLC, and the City executing the Tax Incentive Agreement.

PASSED: April 27, 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

April 27, 2026

**SUBJECT:**

Consider Actions relating to the Moorhead Airport – Florence Klingensmith Field PAPI Replacement Project

**RECOMMENDATION:**

The Mayor and Council are asked to consider the following Resolutions relating to the Moorhead Airport – Florence Klingensmith Field PAPI Replacement Project:

- A. Resolution to Approve Agreement with MnDOT Office of Aeronautics
- B. Resolution to Approve Agreement with US FAA
- C. Resolution to Approve Agreement with Mead and Hunt
- D. Resolution to Award Bid and Approve Agreement with ATC Electric
- E. Resolution to Approve Budget Adjustment #26-011

**BACKGROUND/KEY POINTS:**

The Precision Approach Path Indicator (PAPI) Project includes replacing the existing runway PAPI box units and concrete foundations with new 4-box LED PAPI's and new concrete foundations. The existing PAPI's are original 1990's era units and the concrete foundations are broken/heaving. Replacement components are no longer available. The design and bidding task order along with FAA and MNDOT grant agreement approvals for the Phase I design/bidding work were approved by Council on September 8, 2025. The attached resolutions approve awarding the bid, FAA and MNDOT grant agreements for the Phase II construction along with the Task Order with Mead and Hunt for construction administration/inspections and close out reporting.

**FINANCIAL CONSIDERATIONS:**

The PAPI project was funded within the 2025 and 2026 Capital Improvement Budgets.

- **PAPI Phase I: \$70,400** – 95% FAA, 2.5% MnDOT, 2.5% Local (previously approved/under grant)
  
- **PAPI Phase II: \$232,369** - 95% FAA, 2.5% MnDOT, 2.5% Local
  - o Construction - ATC Electric: \$180,129
  - o Flight Check: \$12,000 (estimate)
  - o Construction Services – Mead and Hunt: \$37,350
  - o Grant Close Out – Mead and Hunt: \$2,890

The original Capital Improvement budget for the project was:

- Phase I: \$70,400
- Phase II: \$125,000

The proposed budget adjustment #26-011 reflects a total project budget increase of \$107,369 to fully fund Phase II. Although the overall budget is increasing, no additional local funding is required.

There were two bids received and ATC Electric was the lowest responsive bidder.

ATC Electric	\$180,129
Parsons Electric	\$289,870



# City Council Communication

April 27, 2026



*A set of PAPIs that will be replaced with the project*

**Voting Requirements:** 3/4 of Council (6)

**Submitted By:**

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

**Attachments:**

Resolution to Approve Agreement with MnDOT Office of Aeronautics

Resolution to Approve Agreement with US FAA

Resolution to Approve Agreement with Mead and Hunt

Resolution to Award Bid and Approve Agreement with ATC Electric

Resolution to Approve Budget Adjustment #26-011

**RESOLUTION**

**Resolution to Approve Agreement with the MN Department of Transportation for the PAPI Replacement Project – Moorhead Municipal Airport Florence Klingensmith Field**

WHEREAS, the City of Moorhead desires the financial assistance of the MN Department of Transportation – Office of Aeronautics for the PAPI Replacement Project – Phase I at the Moorhead Municipal Airport Florence Klingensmith Field; and

WHEREAS, the MN Department of Transportation is willing and authorized to provide financial assistance to the City of Moorhead for improvements of the Moorhead Airport.

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

1. That the City of Moorhead has applied for and been awarded a State Airport Fund grant by the Minnesota Department of Transportation, Agreement Number \_\_\_\_ (“Agreement”).
2. That the City of Moorhead hereby agrees to the terms and conditions of the Agreement; and
3. That the Mayor and City Manager are authorized to execute the Agreement and any Amendments on behalf of the City of Moorhead for the PAPI Replacement Project at the Moorhead Municipal Airport Florence Klingensmith Field.

PASSED: April 27, 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 Agreement with the US Federal Aviation Administration for the PAPI Replacement Project – Moorhead Municipal Airport Florence Klingensmith Field**

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

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

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

PASSED: April 27, 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 Task Order with Mead and Hunt for PAPI Project – Moorhead Municipal Airport Florence Klingensmith Field**

WHEREAS, the Moorhead Municipal Airport Florence Klingensmith Field wishes to request FAA and MnDOT grant funding to replace PAPI boxes units and concrete foundations; and

WHEREAS, Mead and Hunt has provided a Task Order for grant application submission and reporting, inspections, construction management, flight check coordination, and close out reporting in the amount of \$40,240 which is anticipated to be funded with a FAA and MnDOT grant (95% FAA grant, 2.5% MnDOT grant).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are herein directed to execute a Task Order and any related amendments relating to the grant application submission and reporting, inspections, construction management, flight check coordination, and close out reporting for the PAPI replacement project at the Moorhead Municipal Airport – Florence Klingensmith Field.

PASSED: April 27, 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 and Approve Agreement with ATC Electric for PAPI Project – Moorhead Municipal Airport Florence Klingensmith Field**

WHEREAS, pursuant to an advertisement for bids for new Precision Approach Path Indicator (PAPI) box units and concrete foundations at the Moorhead Airport Florence Klingensmith Field, bids were received, opened and tabulated according to law and the following bids were received complying with the advertisement:

ATC Electric	\$180,129
Parsons Electric	\$289,870

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

1. This project is anticipated to be funded by a combination of US Federal Aviation Administration, MnDOT Office of Aeronautics and City airport funds.
2. The City Council does hereby authorize and direct the Mayor and City Manager to enter into a contract with ATC Electric for new Precision Approach Path Indicator (PAPI) box units and concrete foundations at the Moorhead Municipal Airport – Florence Klingensmith Field according to the plans and specifications.
3. The City Manager and/or designee are hereby authorized to approve minor work orders and change orders necessary to satisfactorily complete the work up to a cumulative total not to exceed a local/City funding amount of \$2,000.

PASSED: April 27, 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 Budget Adjustment #26-011: Moorhead Airport Florence Klingensmith Field PAPI Project**

WHEREAS, the Moorhead Airport Florence Klingensmith Field needs to replace Precision Approach Path Indicators (PAPI) at the Moorhead Municipal Airport to ensure airfield safety; and

WHEREAS, Budget Adjustment #26-011 amends the PAPI budget based on final costs.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby authorize Budget Adjustment #26-011 for the Moorhead Airport Florence Klingensmith Field Precision Approach Path Indicators (PAPI) project.

PASSED: April 27, 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

April 27, 2026

**SUBJECT:**

Consider Actions relating to the Moorhead Airport – Florence Klingensmith Field Fuel Tank/Pumps Replacement Project

**RECOMMENDATION:**

The Mayor and Council are asked to consider the following Resolutions relating to the Moorhead Airport – Florence Klingensmith Field Fuel Tank/Pumps Replacement Project:

- A. Resolution to Approve Agreement with MnDOT Office of Aeronautics
- B. Resolution to Approve Agreement with Mead and Hunt
- C. Resolution to Award Bid and Approve Agreement with Minnesota Petroleum Services
- D. Resolution to Approve Budget Adjustment #26-015

**BACKGROUND/KEY POINTS:**

The Moorhead Fuel tanks and pumps were installed in 1995-1996. The tanks include two 4,000 gallon double walled tanks – one for 100LL and one for Jet A fuel. This project would replace one of the tanks (Jet A) and increase the size to 12,000 gallons and replace both of the fuel pumps. With the possibility of 100LL being phased out of the aviation market and the costs of replacement, this project would only replace the Jet A tank. Given the age of the fuel pumps, this project would replace both fuel pumps. The new tank would be placed in the existing tank location but requires a new concrete foundation to support the extra weight. The tank would be doubled walled, fire rated UL2085 and have leak detection. Fuel sales have increased over the years at the Moorhead Airport due to increased activity and an active FBO and aeronautic businesses with 2023 seeing the highest 100LL and Jet A sales in recent Airport history.

The Phase I design/bidding task order and grant agreement were approved at the September 22 and December 8, 2025 Council meetings. The attached resolutions approve awarding the bid to MN Petroleum Services, MNDOT grant agreement along with the Task Order with Mead and Hunt for grant application submittals, inspection, construction management and close out reporting. Mead and Hunt will also prepare the update to the Spill Prevention, Control and Countermeasures (SPCC) Plan as required for the new fuel tank.

**FINANCIAL CONSIDERATIONS:**

The fuel tank/pumps project was partially funded within the 2025 Capital Improvement Budget.

- **Fuel tank/pumps replacement Phase I:** \$49,525 – 60% MnDOT, 40% Local
- **Fuel tank/pumps replacement Phase II:** \$736,760 – 60% MnDOT, 40% Local
  - o Construction – MN Petroleum Services: \$693,060
  - o Construction Services, Close Out and SPCC – Mead and Hunt: \$43,700

There were two bids received and MN Petroleum Services was the lowest responsive bidder.

MN Petroleum Services	\$693,060
O Day Equipment	\$815,236



# City Council Communication

April 27, 2026

The proposed budget adjustment would fund the entire Phase II. Funds in excess than those approved in previous Capital Improvement budgets required for the project will be funded through Airport Reserves.

## Budget Adjustment #26-015

Fund Name	Account Description	Expenditure	Funding Source
Airport	MnDOT		\$121,771
Airport	2026 CI Allocation		\$67,965
Airport	From Reserves		\$96,549
Airport	Mach & Equip	\$286,285	\$0
	Total	\$286,285	\$286,285

**Voting Requirements:** 3/4 of Council (6)

### Submitted By:

Dan Mahli, City Manager

Kristie Leshovsky, Community Development Director

### Attachments:

Resolution to Approve Agreement with MnDOT Office of Aeronautics

Resolution to Approve Agreement with Mead and Hunt

Resolution to Award Bid and Approve Agreement with Minnesota Petroleum Services

Resolution to Approve Budget Adjustment #26-015

**RESOLUTION**

**Resolution to Approve Agreement with the MN Department of Transportation for the Fuel Tank/Pumps Replacement Project – Moorhead Municipal Airport Florence Klingensmith Field**

WHEREAS, the City of Moorhead desires the financial assistance of the MN Department of Transportation – Office of Aeronautics for the Fuel Tank/Pumps Replacement Project at the Moorhead Municipal Airport Florence Klingensmith Field; and

WHEREAS, the MN Department of Transportation is willing and authorized to provide financial assistance to the City of Moorhead for improvements of the Moorhead Airport.

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

1. That the City of Moorhead has applied for and been awarded a State Airport Fund grant by the Minnesota Department of Transportation, Agreement Number 1061863 (“Agreement”).
2. That the City of Moorhead wishes to Amend said Agreement to complete the construction of the Fuel Tank/Pumps Replacement Project.
3. That the City of Moorhead hereby agrees to the terms and conditions of the Agreement and any related Amendments.
4. That the Mayor and City Manager are authorized to execute the Agreement and Amendments on behalf of the City of Moorhead for the Fuel Tank/Pumps Replacement Project at the Moorhead Municipal Airport Florence Klingensmith Field.

PASSED: April 27, 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 Task Order with Mead and Hunt for the Fuel Tank/Pumps Project – Moorhead Municipal Airport Florence Klingensmith Field**

WHEREAS, Mead and Hunt have prepared a proposal to provide grant application submittals, inspection, construction management, close out reporting and a revised Spill Prevention, Control and Countermeasures (SPCC) Plan for the fuel tank and pumps project at the Moorhead Municipal Airport – Florence Klingensmith Field; and

WHEREAS, the cost for the services is \$43,700 and will be financed through a State of Minnesota - MnDOT Office of Aeronautics Grant Agreement and funds within the Airport Capital Improvement Budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Task Order is approved and the Mayor and City Manager are authorized to enter into the Agreement/Order and any required amendments to complete the work up to a cumulative total not to exceed local/City funding amount of \$500 with Mead and Hunt for the grant application submittals, inspection, construction management, close out reporting and a revised Spill Prevention, Control and Countermeasures (SPCC) Plan for the fuel tank and pumps project at the Moorhead Municipal Airport – Florence Klingensmith Field.

PASSED: April 27, 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 and Approve Agreement with Minnesota Petroleum Services for Fuel Tank/Pumps Replacement Project – Moorhead Municipal Airport Florence Klingensmith Field**

WHEREAS, pursuant to an advertisement for bids for a fuel tank, two new pumps, and related work at the Moorhead Airport Florence Klingensmith Field, bids were received, opened and tabulated according to law and the following bids were received complying with the advertisement:

MN Petroleum Services	\$693,060
O Day Equipment	\$815,236

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

1. This project is anticipated to be funded by a combination of MnDOT Office of Aeronautics and City airport funds.
2. The City Council does hereby authorize and direct the Mayor and City Manager to enter into a contract with Minnesota Petroleum Services for a new Fuel Tank and new Fuel Pumps and related work at the Moorhead Municipal Airport – Florence Klingensmith Field according to the plans and specifications.
3. The City Manager and/or designee are hereby authorized to approve minor work orders and change orders necessary to satisfactorily complete the work up to a cumulative total not to exceed a local/City funding amount of \$2,000.

PASSED: April 27, 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 Budget Adjustment #26-015: Moorhead Airport Florence Klingensmith Field Fuel Tank/Pumps Replacement Project**

WHEREAS, the Moorhead Airport Florence Klingensmith Field needs to replace a fuel tank and fuel pumps at the Moorhead Municipal Airport to ensure airfield safety and provide pilots safe fueling infrastructure; and

WHEREAS, Budget Adjustment #26-015 amends the fuel tank/pumps budget based on final costs.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the City Council does hereby authorize Budget Adjustment #26-015 for the Moorhead Airport Florence Klingensmith Field Fuel Tank/Pumps Replacement project.

PASSED: April 27, 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 17th St and 4th Ave N Street Improvements  
Eng. No. 26-A2-03**

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

<b>Bidder</b>	<b>Bid</b>
<b>Northern Improvement Company</b>	<b>\$1,980,648.90</b>
Border States Paving, INC	\$2,167,097.35
<b>Engineer's Estimate</b>	<b>\$1,941,127.25</b>

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, North Dakota in the amount of \$1,980,648.90. 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, North Dakota, for 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03), 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% (\$99,032.45) of the total contract amount.

PASSED: April 27, 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 Improvement and Declare Official Intent for Eng. No. 26-A2-03**

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 17th St and 4th Ave N Street Improvements (Eng. No. 26-A2-03); and

WHEREAS, pursuant to a resolution of the City Council adopted February 23, 2026, the City Council received the report from the City Engineer and fixed a date of April 13, 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 13<sup>th</sup> day of April, 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 should best be combined into a single project for optimal bidding and construction management purposes 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 23, 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: April 13, 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 Improvement and Declare Official Intent for Eng. No. 26-A2-04**

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 20th, 22nd, and 23rd Ave S and 6th and 7th St S Underground Utility & Street Improvements (Eng. No. 26-A2-04); 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 April 13, 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 13<sup>th</sup> day of April, 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 should best be combined into a single project for optimal bidding and construction management purposes 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: April 27, 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-A2-04**

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

<b>Bidder</b>	<b>Bid</b>
<b>Northern Improvement Company</b>	<b>\$1,789,984.25</b>
Border States Paving, Inc.	\$1,800,182.10
Central Specialties Incorporated	\$2,074,975.00
R.J. Zavoral and Sons, Inc.	\$3,238,717.20
<b>Engineer's Estimate</b>	<b>\$2,154,230.00</b>

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, North Dakota in the amount of \$1,789,984.25. 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, North Dakota, for 20th, 22nd, and 23rd Ave S and 6th and 7th St S Underground Utility & Street Improvements (Eng. No. 26-A2-04), 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% (\$89,499.21) of the total contract amount.

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Approve an Updated Bridge Maintenance Agreement for Metropolitan Area Vehicle and Pedestrian Bridges

**RECOMMENDATION:**

The Mayor and City Council are asked to approve an updated Bridge Maintenance Agreement for vehicle and pedestrian bridges in the Fargo-Moorhead Metropolitan area.

**BACKGROUND/KEY POINTS:**

On May 26, 2015, the City Council approved a master bridge maintenance agreement between Clay County, the Cities of Moorhead and Fargo, and the Fargo Park District for all locally owned vehicle and pedestrian bridges in the area. The agreement establishes the local government responsibilities regarding operations and maintenance of the bridges, including inspection services and long-term maintenance items. As part of this agreement, the City of Moorhead has been the lead agency for conducting the bridge safety inspections and arranging for repairs to the bridges that are jointly owned by Moorhead and Fargo.

In 2025, the North Dakota and Minnesota Departments of Transportation (NDDOT and MnDOT) negotiated an agreement to take on responsibility for the bridge safety inspections for all border bridges, including the locally owned bridges. An update the local agreement is recommended to incorporate this change in inspection responsibility. It is also recommended to update the agreement in light of the recent removal of the Broadway Bridge and the planned construction of the Bluestem Pedestrian Bridge. Staff from Moorhead and Fargo also determined that the maintenance of the aesthetic features of the Veterans Memorial/Main Avenue Bridge should also be included in the agreement. Although the bridge is owned by NDDOT and MnDOT, the aesthetic features (mid-span plaza; decorative railing, lighting, columns; etc.) were included at the request of the local agencies on the condition that the cities would maintain them. The agreement has been reviewed by the City Attorney, and staff recommends that it be approved.

**FINANCIAL CONSIDERATIONS:**

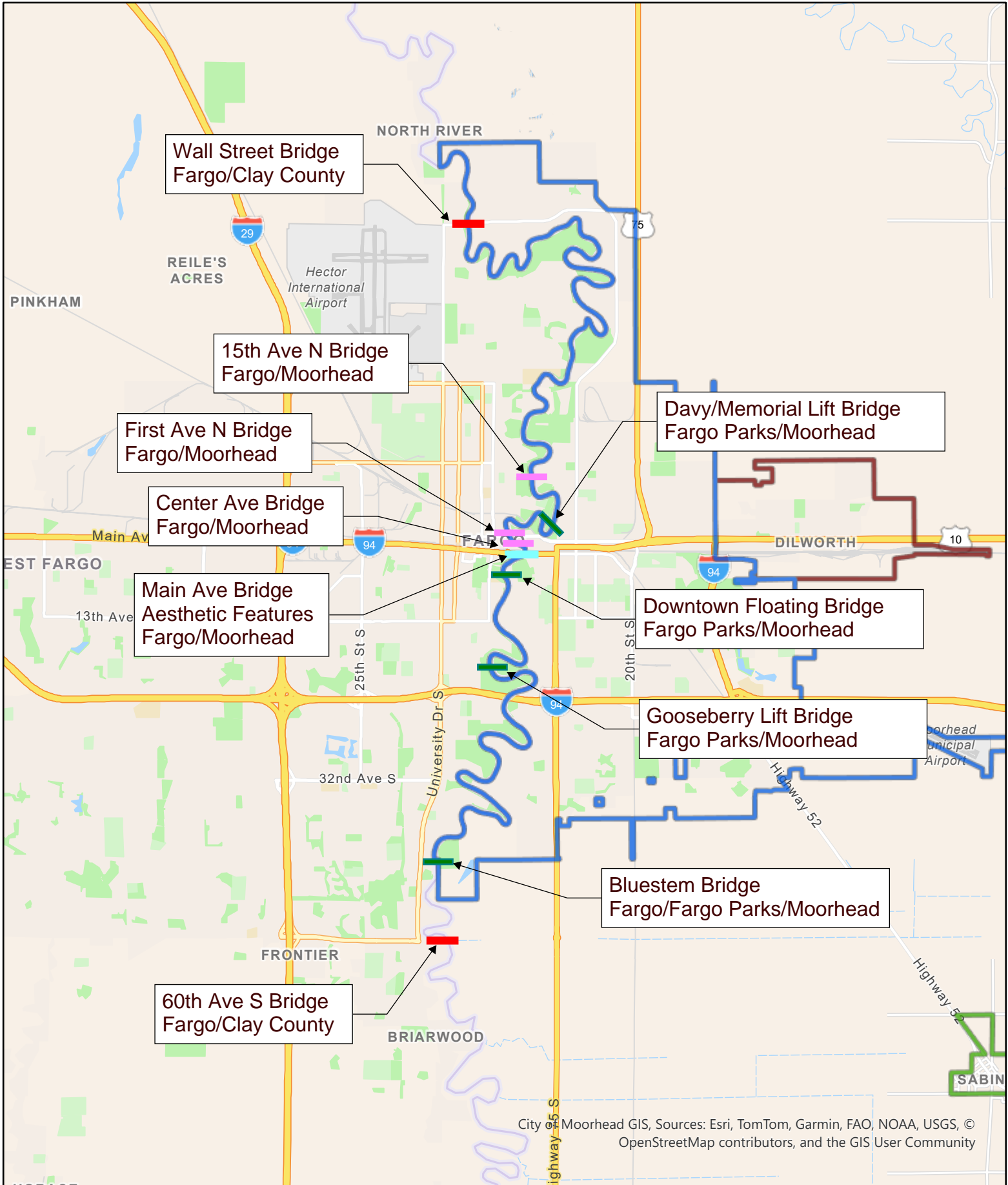
The purpose of the Bridge Maintenance Agreement is to memorialize many of the operational tasks currently performed by the City of Moorhead and other metropolitan agencies. There is no significant financial impact to the City for formalizing operational procedures funded in annual operating budgets.

**Voting Requirements:** 2/3 of Council (6)

**Submitted By:**

Dan Mahli, City Manager  
Tom Trowbridge, City Engineer

**Attachments:** Bridge Agreement Location Map



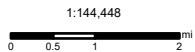
City of Moorhead GIS, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

### Bridge Maintenance Agreement



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 will be appreciated.

Date: 4/17/2026 Time: 9:07 AM



**RESOLUTION**

**Resolution to Approve an Updated Bridge Maintenance Agreement for Metropolitan Area Vehicle and Pedestrian Bridges**

WHEREAS, in 2015 the City of Moorhead, City of Fargo, Fargo Park District, and Clay County (hereafter Local Agencies) entered into a joint Bridge Maintenance Agreement for locally owned Metropolitan area vehicle and pedestrian bridges; and

WHEREAS, the Local Agencies desire to update the Bridge Maintenance Agreement to incorporate changes since the original agreement was executed, including the removal and addition of bridges and the inspection of border bridges by the State Departments of Transportation (DOT); and

WHEREAS, the Local Agencies desire to include operations and maintenance responsibilities for locally maintained aesthetic features on the DOT-owned Veterans Memorial/Main Avenue Bridge in the Agreement; and

WHEREAS, the Bridge Maintenance Agreement defines roles, responsibilities, and obligations of the parties and creates a framework for future improvements and maintenance of the structures.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the updated Bridge Maintenance Agreement is hereby approved and the Mayor and City Manager are authorized to execute the agreement on behalf of the City of Moorhead

PASSED: April 27, 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

April 27, 2026

**SUBJECT:**

Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Moorhead Center Mall Redevelopment – Phase 3 Street & Utility Improvements (Eng. No. 24-A6-02)

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution to approve plans & specifications and authorize advertisement for bids for the Moorhead Center Mall Redevelopment – Phase 3 Street & Utility Improvements (Eng. No. 24-A6-02)

**BACKGROUND/KEY POINTS:**

A new grid system of public streets in the Center Mall Redevelopment project area will serve City Hall, The Loop, and numerous private developments. The improvements will include new pavement, curb & gutter, sidewalk, sanitary sewer, storm sewer, water, lighting, utility accommodations, and landscaping. The improvements will be financed using special assessments to the benefitting property in accordance with Minnesota Statutes Annotated, Chapter 429 (MS § 429).

In June and July of 2024, the Council ordered the improvements and the preparation of plans & specifications for the entire Center Mall Redevelopment. Due to the extensive scope of the work, the Council ordered the improvements to be completed in multiple phases over a 3-year period. Phase 1 of the project began construction in August 2024 and Phase 2 began in Summer of 2025. Phases 1 and 2 were substantially completed in 2025.

Houston Engineering, Inc. has prepared plans & specifications for Phase 3 of the proposed improvements under the direction of the City Engineer. The street and utility improvements within this project area have been combined into one contract to simplify construction administration and maximize the economy of scale, while keeping the total contract size to a scope that is suitable for most local contractors. City staff recommends that the Council approve the plans & specifications and authorize advertisement for bids.

Below is an outline of the proposed project schedule.

PROJECT SCHEDULE	
Activity	Date
Order Preliminary Engineer’s Report	April 22, 2024
Receive Engineer’s Report, Order Plans & Specs, and Call for a Public Hearing	June 10, 2024
Hold Public Hearing, Order Improvements, Declare Intent to Assess	July 22, 2024
Approve Plans & Specs and Authorize Ad for Bids for Phase 3	April 27, 2026
Receive Bids for Phase 3	May 20, 2026
Award Bid for Phase 3 Improvements	May 26, 2026
Construction Phase 3 Improvements	Summer/Fall 2026
Hold Assessment Hearing	Fall 2027



# City Council Communication

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April 27, 2026

**FINANCIAL CONSIDERATIONS:**

The cost of the above requested actions is negligible at this time and consists of printing and mailing costs. Based on the current estimate, the total cost of the entire project, including current and future phases plus contingencies and fees, is estimated to be approximately \$15,000,000 to \$18,000,000. It is proposed to finance the project, including the Phases 1, 2, and 3 improvements, through the PIR Fund using a General Obligation Improvement Bond, and to assess the entire cost of all phases of the street & utility project (\$15,000,000 to \$18,000,000) to the benefiting properties in accordance with the City's Special Assessment Policy.

**Voting Requirements:** Majority of Quorum

**Submitted By:**

Dan Mahli, City Manager  
Clay Lexen, Assistant City Engineer

**Attachments:** Location Map



**RESOLUTION**

**Resolution to Approve Plans & Specifications and Authorize Advertisement for Bids for Moorhead Center Mall Redevelopment – Phase 3 Street & Utility Improvements (Eng. No. 24-A6-02)**

WHEREAS, pursuant to a resolution passed by the City Council on June 10, 2024, Houston Engineering has prepared plans & specifications under the direction of the City Engineer for the Moorhead Center Mall Redevelopment – Phase 3 Street & Utility Improvements (Eng. No. 24-A6-02) 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 and 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: April 27, 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

April 27, 2026

**SUBJECT:**

Resolution to Approve Budget Adjustment #26-012 and Award Bid for the Sanitary Lift Station No. 6 Improvement Project (Eng. No. 26-06-02)

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution to approve Budget Adjustment #26-012 and award the bid to R & R Excavating, Inc. of Hutchinson, MN in the amount of \$715,650.09 as the lowest responsive, responsible bidder for the above-referenced project.

**BACKGROUND/KEY POINTS:**

The proposed project is part of the City’s asset management program for sanitary lift stations. Sanitary Lift Station No. 6 was originally constructed in 1977. An assessment of the lift station was completed in 2017 as part of an overall evaluation of all 45 sanitary lift stations. The evaluation report includes a condition assessment (to define the probability of a failure) combined with a consequence assessment (to define the severity of a failure) to establish a risk assessment/ranking for each lift station. The asset management program is a tool that allows staff to prioritize projects and maintain the system in a fiscally responsible manner. Projects are programmed into the City’s Capital Improvement Plan (CIP) and funded through the annual Wastewater Treatment budget.

The proposed project includes the following improvements at Sanitary Lift Station No. 6:

- Remove pumps, piping, valve vault, driveway, etc.
- Install two new pumps
- Install new electrical wiring, conduit, etc.
- Install new valve vault, piping, valves, fittings, flow meter, etc.
- Temporary conveyance of wastewater flows during construction
- Construct a new driveway

The City’s 2026-2030 CIP included a project to improve Sanitary Lift Station No. 6 and No. 15. However, as the final design and Engineer’s Estimate were completed, cost increases associated with inflation indicated that constructing improvements at both lift stations might exceed the project budget. Therefore, the Sanitary Lift Station No. 15 improvements were bid as an alternate.

**FINANCIAL CONSIDERATIONS:**

Four (4) bids for the project were received on April 15, 2026, and are summarized below:

<b>Bidder</b>	<b>Base Bid</b>	<b>Alternate #1</b>
<b>R &amp; R Excavating, Inc.</b>	<b>\$715,650.09</b>	\$451,860.08
Meyer Contracting, Inc.	\$741,012.75	\$370,632.18
Sellin Brothers, Inc.	\$825,885.00	\$467,025.00
Northern Plains Contracting, Inc.	\$1,077,955.00	\$755,015.00
<b>Engineer’s Estimate</b>	<b>\$800,875.00</b>	\$309,845.00



# City Council Communication

April 27, 2026

Staff recommends award of the Base Bid (Sanitary Lift Station No. 6). The improvements programmed for Sanitary Lift Station No. 15 will be delayed and included in the 2027-2031 CIP. The total cost of the project including contingencies is estimated to be approximately \$751,433.

The 2026 Wastewater Treatment budget included \$700,000 for this project. Budget Adjustment #26-012 is proposed to transfer \$51,433 from Wastewater Treatment Reserves to fully fund the project.

## Budget Adjustment #26-012

Fund Name	Account Description	Expenditure	Funding Source
Wastewater Fund	Improvements other than buildings	\$51,433	
Wastewater Fund	From Reserves		\$51,433
	Total	\$51,433	\$51,433

**Voting Requirements:** 3/4 of Council (6)

**Submitted By:**

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

**Attachments:** Bid Tab, Location Map



Project Name: **CITY OF MOORHEAD SANITARY LIFT STATION NO. 6 AND 15 IMPROVEMENTS**

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

City Project No.: \_\_\_\_\_

Stantec Project No.: 173411141

Bid Opening: Wednesday, April 15, 2026 at 10:00 AM CDT

Owner: **City of Moorhead**

*[Signature]*  
 Russell Landhere, PE  
 License No. 58171

Item Num	BID TABULATION		Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4		
			R & R Excavating, Inc.		Meyer Contracting, Inc.		Sellin Brothers, Inc.		Northern Plains Contracting, Inc.		
	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
<b>GENERAL</b>											
1	MOBILIZATION	LS	1	\$33,446.10	\$33,446.10	\$50,042.82	\$50,042.82	\$110,000.00	\$110,000.00	\$54,110.00	\$54,110.00
<b>TOTAL GENERAL</b>					<b>\$33,446.10</b>		<b>\$50,042.82</b>		<b>\$110,000.00</b>		<b>\$54,110.00</b>
<b>2026 SANITARY LIFT STATION NO. 6 IMPROVEMENTS:</b>											
2	TEMPORARY CONVEYANCE OF SANITARY SEWAGE - LIFT STATION NO. 6	LS	1	\$48,538.34	\$48,538.34	\$78,692.05	\$78,692.05	\$90,000.00	\$90,000.00	\$208,390.00	\$208,390.00
3	DEMOLITION OF EXISTING SANITARY LIFT STATION 6 PER SECTION 02 41 19	LS	1	\$16,931.80	\$16,931.80	\$36,635.00	\$36,635.00	\$50,000.00	\$50,000.00	\$55,100.00	\$55,100.00
4	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	90	\$75.81	\$6,822.90	\$19.48	\$1,753.20	\$35.00	\$3,150.00	\$590.00	\$53,100.00
5	REMOVE 6" GATE VALVE	EA	1	\$426.48	\$426.48	\$249.31	\$249.31	\$750.00	\$750.00	\$6,050.00	\$6,050.00
6	REMOVE 6" DIP FORCEMAIN	LF	25	\$34.11	\$852.75	\$99.03	\$2,475.75	\$100.00	\$2,500.00	\$240.00	\$6,000.00
7	SALVAGE LIFT STATION CONTROL PANEL	LS	1	\$100.00	\$100.00	\$309.28	\$309.28	\$7,000.00	\$7,000.00	\$6,050.00	\$6,050.00
8	STORM DRAIN INLET PROTECTION	EA	2	\$250.00	\$500.00	\$334.78	\$669.56	\$300.00	\$600.00	\$500.00	\$1,000.00
9	TEMPORARY ROCK ENTRANCE	TN	50	\$27.82	\$1,391.00	\$123.76	\$6,188.00	\$61.00	\$3,050.00	\$210.00	\$10,500.00
10	SILT FENCE	LF	350	\$5.00	\$1,750.00	\$7.26	\$2,541.00	\$5.50	\$1,925.00	\$10.00	\$3,500.00
11	SEED, HYDROMULCH & FERTILIZER WITH 6" TOPSOIL, MNDOT 35-241	AC	0.25	\$62,908.96	\$15,727.24	\$29,744.84	\$7,436.21	\$13,400.00	\$3,350.00	\$12,500.00	\$3,125.00
12	SUBGRADE PREPARATION	SY	200	\$18.22	\$3,644.00	\$5.50	\$1,100.00	\$6.00	\$1,200.00	\$50.00	\$10,000.00
13	AGGREGATE BASE, CLASS 5 MODIFIED	TON	150	\$131.82	\$19,773.00	\$75.01	\$11,251.50	\$58.00	\$8,700.00	\$170.00	\$25,500.00
14	GEOTEXTILE FABRIC, MNDOT TYPE 4	SY	200	\$37.41	\$7,482.00	\$3.82	\$764.00	\$6.00	\$1,200.00	\$30.00	\$6,000.00
15	6" CONCRETE DRIVEWAY PAVEMENT	SY	200	\$106.53	\$21,306.00	\$134.56	\$26,912.00	\$147.00	\$29,400.00	\$210.00	\$42,000.00
16	6" LINE STOPPING VALVE AND BOX	EA	1	\$18,395.70	\$18,395.70	\$24,598.18	\$24,598.18	\$21,000.00	\$21,000.00	\$42,810.00	\$42,810.00
17	6" X 6" MJ WYE	EA	1	\$6,818.62	\$6,818.62	\$3,626.94	\$3,626.94	\$2,050.00	\$2,050.00	\$5,950.00	\$5,950.00
18	6" MJ SLEEVE	EA	2	\$4,486.03	\$8,972.06	\$3,714.57	\$7,429.14	\$1,630.00	\$3,260.00	\$4,390.00	\$8,780.00
19	6" CL 52 DIP	LF	15	\$96.94	\$1,454.10	\$312.53	\$4,687.95	\$310.00	\$4,650.00	\$460.00	\$6,900.00
20	CONNECT TO EXISTING FORCEMAIN	LS	2	\$1,341.99	\$2,683.98	\$1,282.92	\$2,565.84	\$3,800.00	\$7,600.00	\$2,270.00	\$4,540.00
21	PIPE BOLLARD WITH PLASTIC SLEEVE	EA	5	\$2,093.16	\$10,465.80	\$1,400.00	\$7,000.00	\$1,900.00	\$9,500.00	\$2,230.00	\$11,150.00
22	SANITARY LIFT STATION NO. 6 IMPROVEMENTS INCLUDING DUPLEX 30 HP SUMBERSIBLE PUMPS, PROCESS PIPING, FITTINGS, VALVES, FLOW METER, PRECAST CONCRETE METER VAULT AND ALL OTHER APPURTENANCES AS SHOWN ON DRAWINGS AND AS SPECIFIED.	LS	1	\$488,168.22	\$488,168.22	\$464,085.02	\$464,085.02	\$465,000.00	\$465,000.00	\$507,400.00	\$507,400.00
<b>TOTAL 2026 SANITARY LIFT STATION NO. 6 IMPROVEMENTS:</b>					<b>\$682,203.99</b>		<b>\$690,969.93</b>		<b>\$715,885.00</b>		<b>\$1,023,845.00</b>

BID TABULATION				Bidder No. 1 R & R Excavating, Inc.		Bidder No. 2 Meyer Contracting, Inc.		Bidder No. 3 Sellin Brothers, Inc.		Bidder No. 4 Northern Plains Contracting, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
<b>ALTERNATE NO 1 2026 SANITARY LIFT STATION NO. 15 IMPROVEMENTS:</b>											
23	TEMPORARY CONVEYANCE OF SANITARY SEWAGE - LIFT STATION NO. 15	LS	1	\$211,202.81	\$211,202.81	\$60,759.60	\$60,759.60	\$65,000.00	\$65,000.00	\$219,250.00	\$219,250.00
24	DEMOLITION OF EXISTING SANITARY LIFT STATION NO. 15 - PER SECTION 02 41 19	LS	1	\$14,881.23	\$14,881.23	\$6,320.66	\$6,320.66	\$19,000.00	\$19,000.00	\$15,110.00	\$15,110.00
25	STORM DRAIN INLET PROTECTION	EA	2	\$250.00	\$500.00	\$292.40	\$584.80	\$300.00	\$600.00	\$400.00	\$800.00
26	BIOROLL	LF	150	\$4.00	\$600.00	\$6.26	\$939.00	\$4.50	\$675.00	\$10.00	\$1,500.00
27	SAWCUT CONCRETE PAVEMENT	LF	25	\$0.04	\$1.00	\$5.00	\$125.00	\$8.00	\$200.00	\$100.00	\$2,500.00
28	REMOVE CONCRETE PAVEMENT	SY	20	\$0.05	\$1.00	\$22.05	\$441.00	\$40.00	\$800.00	\$2,030.00	\$40,600.00
29	REMOVE CONCRETE CURB AND GUTTER	LF	75	\$67.21	\$5,040.75	\$19.77	\$1,482.75	\$25.00	\$1,875.00	\$90.00	\$6,750.00
30	SAWCUT BITUMINOUS PAVEMENT	LF	120	\$5.00	\$600.00	\$5.00	\$600.00	\$3.00	\$360.00	\$30.00	\$3,600.00
31	REMOVE BITUMINOUS PAVEMENT	SY	100	\$0.02	\$2.00	\$9.46	\$946.00	\$14.00	\$1,400.00	\$310.00	\$31,000.00
32	TRAFFIC CONTROL	LS	1	\$8,340.13	\$8,340.13	\$4,875.00	\$4,875.00	\$15,000.00	\$15,000.00	\$8,530.00	\$8,530.00
33	REMOVE 12" DIP FORCEMAIN	LF	10	\$131.54	\$1,315.40	\$395.92	\$3,959.20	\$100.00	\$1,000.00	\$760.00	\$7,600.00
34	REMOVE VALVE BOX	EA	1	\$283.55	\$283.55	\$496.17	\$496.17	\$750.00	\$750.00	\$3,020.00	\$3,020.00
35	SUBGRADE PREPARATION	SY	120	\$0.01	\$1.20	\$10.60	\$1,272.00	\$10.00	\$1,200.00	\$150.00	\$18,000.00
36	AGGREGATE BASE, CLASS 5 MODIFIED	TON	100	\$0.02	\$2.00	\$47.74	\$4,774.00	\$71.00	\$7,100.00	\$130.00	\$13,000.00
37	GEOTEXTILE FABRIC, MNDOT TYPE 4	SY	120	\$0.01	\$1.20	\$3.61	\$433.20	\$7.00	\$840.00	\$30.00	\$3,600.00
38	CONCRETE DRIVEWAY PAVEMENT	SY	20	\$0.05	\$1.00	\$200.00	\$4,000.00	\$225.00	\$4,500.00	\$320.00	\$6,400.00
39	CONCRETE CURB AND GUTTER	LF	75	\$147.36	\$11,052.00	\$89.19	\$6,689.25	\$92.00	\$6,900.00	\$130.00	\$9,750.00
40	SPWEB340B WEAR COURSE HOT MIX ASPHALT	TON	25	\$0.04	\$1.00	\$265.00	\$6,625.00	\$275.00	\$6,875.00	\$420.00	\$10,500.00
41	SPWEB340B BASE COURSE HOT MIX ASPHALT	TON	50	\$0.02	\$1.00	\$243.00	\$12,150.00	\$252.00	\$12,600.00	\$390.00	\$19,500.00
42	SEED, HYDROMULCH & FERTILIZER WITH 6" TOPSOIL, MNDOT 35-241	AC	0.25	\$80,155.04	\$20,038.76	\$32,693.56	\$8,173.39	\$13,400.00	\$3,350.00	\$12,500.00	\$3,125.00
43	COAT WET WELL WALLS AND CEILING WITH SULFIDE RES	LS	1	\$50,000.00	\$50,000.00	\$142,140.00	\$142,140.00	\$155,000.00	\$155,000.00	\$222,970.00	\$222,970.00
44	12" PLUG VALVE AND BOX	EA	1	\$25,959.90	\$25,959.90	\$12,015.48	\$12,015.48	\$18,250.00	\$18,250.00	\$13,700.00	\$13,700.00
45	12" LINE STOPPING VALVE AND BOX	EA	1	\$34,070.19	\$34,070.19	\$33,298.18	\$33,298.18	\$43,000.00	\$43,000.00	\$49,060.00	\$49,060.00
46	12" X 12" MJ WYE	EA	1	\$6,448.85	\$6,448.85	\$5,685.89	\$5,685.89	\$12,000.00	\$12,000.00	\$3,640.00	\$3,640.00
47	12" MJ SLEEVE	EA	1	\$4,319.39	\$4,319.39	\$3,958.90	\$3,958.90	\$10,000.00	\$10,000.00	\$1,290.00	\$1,290.00
48	12" CL 52 DIP	LF	10	\$358.46	\$3,584.60	\$1,624.86	\$16,248.60	\$1,025.00	\$10,250.00	\$140.00	\$1,400.00
49	CONNECT TO EXISTING FORCEMAIN	LS	2	\$2,159.70	\$4,319.40	\$2,565.83	\$5,131.66	\$9,250.00	\$18,500.00	\$2,800.00	\$5,600.00
50	SANITARY LIFT STATION NO. 15 IMPROVEMENTS INCLUDING NEW MAGNETIC FLOW METER, FLANGE COUPLING ADAPTER, 12" PIPE SPOOL AND ALL OTHER APPURTANENCES AS SHOWN ON DRAWINGS AND AS SPECIFIED.	LS	1	\$49,291.72	\$49,291.72	\$26,507.45	\$26,507.45	\$50,000.00	\$50,000.00	\$33,220.00	\$33,220.00
<b>TOTAL ALTERNATE NO 1 2026 SANITARY LIFT STATION NO. 15 IMPROVEMENTS:</b>					<b>\$451,860.08</b>	<b>\$370,632.18</b>	<b>\$467,025.00</b>	<b>\$755,015.00</b>			
<b>ALTERNATE NO. 2 - SANITARY 6 CONTROL PANEL FOR DUPLEX LIFT STATION</b>											
51	CONTROL PANEL	LS	1	\$101,841.77	\$101,841.77	\$84,020.62	\$84,020.62	\$90,000.00	\$90,000.00	\$135,940.00	\$135,940.00
<b>TOTAL ALTERNATE NO. 2 - SANITARY 6 CONTROL PANEL FOR DUPLEX LIFT STATION</b>					<b>\$101,841.77</b>	<b>\$84,020.62</b>	<b>\$90,000.00</b>	<b>\$135,940.00</b>			

Item Num	BID TABULATION			Bidder No. 1 R & R Excavating, Inc.		Bidder No. 2 Meyer Contracting, Inc.		Bidder No. 3 Sellin Brothers, Inc.		Bidder No. 4 Northern Plains Contracting, Inc.	
	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
<b>BASE BID SUMMARY:</b>											
	TOTAL GENERAL				\$33,446.10		\$50,042.82		\$110,000.00		\$54,110.00
	TOTAL 2026 SANITARY LIFT STATION NO. 6 IMPROVEMENTS:				\$682,203.99		\$690,969.93		\$715,885.00		\$1,023,845.00
	<b>TOTAL BASE BID</b>				<b>\$715,650.09</b>		<b>\$741,012.75</b>		<b>\$825,885.00</b>		<b>\$1,077,955.00</b>
	TOTAL ALTERNATE NO 1 2026 SANITARY LIFT STATION NO. 15 IMPROVEMENTS:				\$451,860.08		\$370,632.18		\$467,025.00		\$755,015.00
	TOTAL ALTERNATE NO. 2 - SANITARY 6 CONTROL PANEL FOR DUPLEX LIFT STATION				\$101,841.77		\$84,020.62		\$90,000.00		\$135,940.00
	Contractor Name and Address:			R & R Excavating, Inc. 1149 Hwy. 22 South Hutchinson, MN 55350		Meyer Contracting, Inc. 11000 93rd Ave. N. Maple Grove, MN 55369		Sellin Brothers, Inc. 1204 Hobart St. Hawley, MN 56549		Northern Plains Contracting, Inc. 329 USHwy 75 Wolverton, MN56594	
			Phone:	(320) 587-5918		(763) 391-5959		(218) 483-3522		(218) 955-0586	
			Email:	<a href="mailto:brent@rrexavatinginc.com">brent@rrexavatinginc.com</a>		<a href="mailto:estimating@meverci.com">estimating@meverci.com</a>		<a href="mailto:info@sellinbrothers.com">info@sellinbrothers.com</a>		<a href="mailto:dreese@npcmn.com">dreese@npcmn.com</a>	
			Signed By:	brent Reiner		Brad Amex		Joel Sellin		Jeremy Johnson	
			Title:	President		President		Vice President		President	
			Bid Security:	Bid Bond		Bid Bond		Bid Bond		Bid Bond	
			Responsible Contractor Certification:	Yes		Yes		Yes		Yes	
			Addenda Acknowledged:	1, 2		1, 2		1, 2		1, 2	



**RESOLUTION**

**Resolution to Approve Budget Adjustment #26-012 and Award Bid for the Sanitary Lift Station No. 6 Improvement Project (Eng. No. 26-06-02)**

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

<b>Bidder</b>	<b>Base Bid</b>	<b>Alternate #1</b>
<b>R &amp; R Excavating, Inc.</b>	<b>\$715,650.09</b>	\$451,860.08
Meyer Contracting, Inc.	\$741,012.75	\$370,632.18
Sellin Brothers, Inc.	\$825,885.00	\$467,025.00
Northern Plains Contracting, Inc.	\$1,077,955.00	\$755,015.00
<b>Engineer's Estimate</b>	<b>\$800,875.00</b>	\$309,845.00

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

1. It is found, determined and declared that the lowest responsible bid with respect to the proposed improvement was received from R & R Excavating, Inc. of Hutchinson, MN. Said bid is in all respects in accordance with the plans and specifications for the project. Thus, said bid is hereby in all things 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 for the Base Bid with R & R Excavating, Inc. for the Sanitary Lift Station No. 6 Improvement Project (Eng. No. 26-06-02), 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% (\$35,782.50) of the total contract amount.
6. Budget Adjustment #26-012 is hereby approved to transfer \$51,433 from Wastewater Treatment Reserves to fully fund the project.

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Order Report and Authorize Task Order with Apex Engineering for 34<sup>th</sup> St N Improvements from 3<sup>rd</sup> Ave N to 28<sup>th</sup> Ave N (Eng. No. 27-02-01)

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution to order a Preliminary Engineering Report and authorize a task order with Apex Engineering for improvements to 34<sup>th</sup> St N from 3<sup>rd</sup> Ave N to 28<sup>th</sup> Ave N.

**BACKGROUND/KEY POINTS:**

On March 21, 2005, the Mayor and City Council adopted the City's first five-year Pavement Management & Transportation Capital Improvement Plan for the years 2005-2009. Since then, the Plan has been updated or amended on an annual basis. More recently, the plan has been incorporated into the City-wide Capital Improvement Plan (CIP) and is considered by the Council as part of the annual budget process. Improvements to 34<sup>th</sup> St N from 3<sup>rd</sup> Ave N to 28<sup>th</sup> Ave N are currently programmed in the 2026-2030 CIP to be completed in 2027. The City has secured partial Federal Surface Transportation Block Grant (STBG) funds to complete a mill & overlay along this segment of 34<sup>th</sup> St N and Highway Safety Improvement Program (HSIP) funds to construct a roundabout at the intersection of 34<sup>th</sup> St and 8<sup>th</sup> Ave N. Both of these grants will be available in Fiscal Year 2028. Therefore, staff will recommend moving the project to 2028 with the next revision to the CIP.

The project will be completed jointly with the City of Dilworth. The City of Dilworth has also secured partial HSIP funding. In accordance with the 34<sup>th</sup> Street Road Maintenance Agreement, the two cities will share the total project cost after application of all Federal grant funds. The City of Moorhead may use Municipal State Aid funds for its share of the project cost or the City may consider using special assessments and bonding for its share. Staff recommends waiting until after the Preliminary Engineering Report (PER) has been completed to determine how to fund the City share of the project cost.

For projects that may include full or partial funding using special assessments, Minnesota Statutes Chapter 429 includes a specific list of actions that must be completed. The first of these steps is to order the preparation of a PER (a.k.a. feasibility study or Engineer's report). This report is to be prepared by or under the direct supervision of the City Engineer, and must evaluate the need, cost-effectiveness and feasibility of constructing the proposed improvements. The report must also determine whether the improvements should best be constructed independently as a stand-alone project or combined with some other improvements and must also include an explanation of how the proposed special assessments are to be determined for the properties benefiting from the improvements. Staff recommends that the Council order the preparation of the PER.

Since the project includes partial Federal funding, the design will include several steps that are typically not required in locally funded projects. Also, the proposed improvements include the construction of a roundabout at the intersection of 8<sup>th</sup> Ave N. For these reasons, staff recommends contracting with a consulting engineer to complete the PER. Apex Engineering has provided a proposal for services through the preliminary engineering process. City engineering staff and City of Dilworth staff recommend contracting with Apex; the same



# City Council Communication

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April 27, 2026

consultant that recently completed a corridor study for 8<sup>th</sup> Ave N that included the analysis of the proposed roundabout. Staff further recommends that the Council authorize staff to execute amendments to the task order for engineering services that will be needed to deliver the proposed improvements.

**FINANCIAL CONSIDERATIONS:**

Apex proposes to complete the preliminary design for an estimated fee of \$195,000. The total project cost is currently estimated to be approximately \$4,000,000, and the project has been authorized to receive about \$1,100,000 in STBG funds and \$1,500,000 in HSIP funds. The preliminary engineering report will provide a more detailed cost estimate for the project and allow the Council to make a more informed decision with respect to the source of the City's local cost-share at the time the report is received.

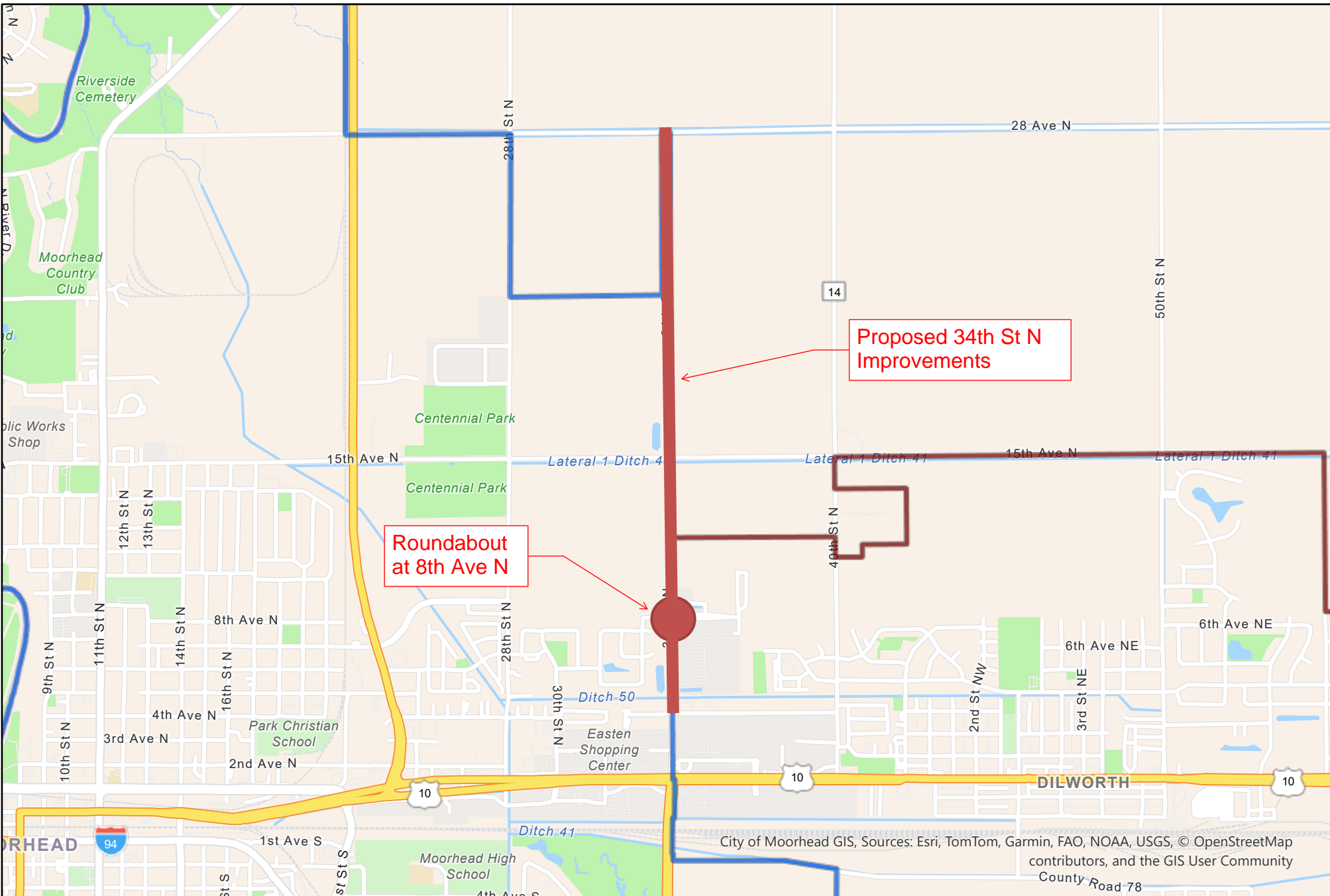
**Voting Requirements:** 2/3 of Council (6)

**Submitted By:**

Dan Mahli, City Manager

Thomas Trowbridge, City Engineer

**Attachments:** Location Map

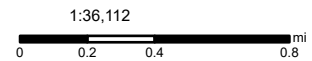


34th Street N from 3rd to 28th Ave N



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: 4/21/2026 Time: 3:05 PM



City of Moorhead GIS, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community  
County Road 78

## RESOLUTION

### **Resolution to Order Report and Authorize Task Order with Apex Engineering for 34<sup>th</sup> St N Improvements from 3<sup>rd</sup> Ave N to 28<sup>th</sup> Ave N (Eng. No. 27-02-01)**

WHEREAS, the 2026-2030 Capital Improvement Plan includes proposed improvements to 34<sup>th</sup> St N from 3<sup>rd</sup> Ave N to 28<sup>th</sup> Ave N (Eng. No. 27-02-01) to be constructed in 2027; and

WHEREAS, the proposed project will be constructed jointly with the City of Dilworth in accordance with the 34<sup>th</sup> St N Road Maintenance Agreement; and

WHEREAS, the cities of Moorhead and Dilworth have been authorized to receive partial Federal funding for the proposed improvements; and

WHEREAS, staff requested that Apex Engineering submit a proposal for preliminary engineering services under the terms of the Master Service Agreement; and

WHEREAS, Apex Engineering has provided a proposal to provide the requested services in the amount of \$195,000; and

WHEREAS, all costs for the proposed Task Order 23-05 with Apex, including future amendments, will be financed through the project and paid through the Permanent Improvement Revolving fund; and

WHEREAS, it is proposed to assess the benefited properties for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes Annotated, Chapter 429 and the City's Special Assessment Policy.

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

1. That the above-referenced improvements be referred to the City Engineer for study and that the City Engineer is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvements are necessary, cost-effective and feasible; whether they should best be made as proposed or in connection with some other improvements; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.
2. The City Manager is authorized to execute Task Order 23-05 with Apex Engineering for preliminary design services and future amendments, within the approved project budget, for additional engineering services to deliver the project.

PASSED: April 27, 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

April 27, 2026

**SUBJECT:**

Award Bid for 8th Street South Watermain Replacement

**RECOMMENDATION:**

The Moorhead Public Service Commission respectfully requests the Mayor and Moorhead City Council award the bid for Moorhead Public Service's 8th Street South Watermain Replacement Project to Border States Paving, Inc., in the amount of \$1,622,322.80, and authorize Moorhead Public Service's General Manager to approve all change orders up to a cumulative maximum of 5 percent of the contract amount, not-to-exceed 5 percent of the approved construction contract.

**BACKGROUND/KEY POINTS:**

Moorhead Public Service's (MPS') proposed 8th Street South Watermain Replacement Project (Project) will replace 3,500 feet of failure-prone cast iron (CI) watermain in various locations along Moorhead's 8th Street South corridor between 3rd Avenue and 10th Avenue South (see map attached). The majority of the watermain will be installed using horizontal directional drilling, with limited sections constructed using open trench methods. The Project also includes replacing all water service lines from the watermain to the curb stop. Any lead service lines (LSLs) discovered during the Project will be replaced from the watermain to inside the customer's home. This Project is scheduled to be completed prior to a future Minnesota Department of Transportation street improvement project.

On April 1, 2026, MPS received three qualified bids for the Project, ranging from \$2,360,164.55 to \$3,194,841.92 (Base Bid plus Additive Alternative). The engineer's estimate was \$2,018,375.00. Border States Paving, Inc. (Border States), was the lowest, qualified bidder, as shown in the attached Bid Tabulation. The bid submitted by Border States included all the necessary documentation required in the specifications. The bid package includes an Additive Alternate that includes additional watermain replacement on 10th Street and 10th Avenue South to complete the 12-inch watermain loop and remove the existing 12-inch CI from Prairie Home Cemetery, which is adjacent to the Project. Since the total bid for the Project exceeded the engineer's estimate, MPS recommends not awarding the Additive Alternate and, instead, self-performing this portion of the Project. Due to MPS completing the Additive Alternate, a current MPS self-performed project planned for 2026 will be completed in 2027.

The total Base Bid includes approximately \$250,000.00 in reimbursable costs to MPS through LSL grant funding, as this Project includes LSL replacements. MPS' total share of the construction cost for this Project, after applying LSL grant funding, is \$1,372,322.

MPS' 2026 Water Division budget includes \$1.7 million for watermain replacement projects in 2026, with an additional \$1.45 million available annually for watermain replacement projects. Upon receiving bids for the Project, MPS expects the total share of the construction cost for all 2026 watermain replacement projects (both bid and self-performed) to be \$2.5 million. MPS and City of Moorhead staff have held ongoing discussions regarding coordinated projects for 2027 and 2028 coordinated projects and have determined that multiple projects will be deferred to future years. Based on an evaluation of project costs for 2027 and 2028, MPS has identified approximately \$750,000.00 that can be reallocated to fund the 2026 watermain replacement projects. In addition, MPS expects to self-perform a significant portion of the 2027 watermain replacements, which will substantially reduce overall costs.



# City Council Communication

April 27, 2026

## 8th Street South Watermain Replacement Project Timeline

Approve Specifications and Authorize Advertisement for Bids	March 17, 2026
Bid Opening	April 1, 2026
Bid Award	April 14, 2026 (Commission); April 27, 2026 (City Council)
Construction	May-October 2026 (Substantial Completion)

### **FINANCIAL CONSIDERATIONS:**

Although there is no cost to the City of Moorhead (directly), the total cost to the Moorhead Public Service Commission for the 8th Street South Watermain Replacement Project, after applying LSL grant funding, is \$1,372,322.00.

**Voting Requirements:** Majority of Council

### **Submitted By:**

Dan Mahli, City Manager  
Travis Schmidt, General Manager  
Jake Long, Water Distribution Manager

**Attachments:** Recommendation Letter and Bid Tabulation Sheet from Apex Engineering Group

April 6, 2026

Mr. Jake Long  
Water Distribution Manager  
500 Center Avenue; P.O. Box 779  
Moorhead, MN 56561-0779

via email: [jlong@mpsutility.com](mailto:jlong@mpsutility.com)

RE: Eighth Street South Watermain Replacement  
Moorhead Public Service Project 26-03  
Moorhead, Minnesota  
**Apex Project No. 25.109.0252**

Dear Mr. Long:

Bids for the above referenced project were received and opened on Wednesday, April 1, 2026, at 2:00 PM. Three (3) bids were received for the proposed watermain improvements. The bids received were from the contractors listed below:

- Border States Paving, Inc.
- Geislinger & Sons
- R&R Excavating, Inc.

The bids received have been outlined in the table below:

Bidder	Base Bid	Additive Alternate	Base Bid + Additive Alt.
Border States Paving, Inc.	\$1,622,332.80	\$739,935.75	\$2,360,164.55
Geislinger & Sons	\$2,164,834.00	\$811,817.00	\$2,976,651.00
R&R Excavating, Inc.	\$2,348,681.62	\$846,160.30	\$3,194,841.92

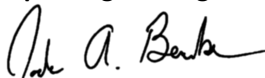
Due to the unique nature of the project and constraints for construction activities the range of estimated bidding was expected with the work proposed to be completed.

Staff from Border States Paving and their listed subconsultants have successfully completed work with Moorhead Public Service in the past and has demonstrated they have the ability to complete this project as specified. The Public Service Commission and City Council can consider award of this contract to Border States Paving, Inc. if they wish to proceed with the proposed work.

Please feel free to contact me with any questions.

Sincerely,

**Apex Engineering Group, Inc.**

  
Jade A. Berube, PE

Enc: Bid Tabulation



Water | Transportation | Municipal | Facilities

# Bid Tabulation

## Eighth Street South Watermain Replacement

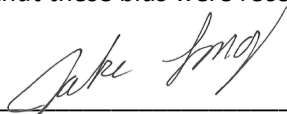
City of Moorhead, Minnesota

April 1, 2026 | 2:00 PM | Conference Room at MPS Dispatch Operations Center, Second Floor, located at 215 Highway 75 North Moorhead, MN 56560

Apex Project No. 25.109.0252

Planholder	Bid Bond	Acknowledged Addendum(s)	Base Bid	Additive Alternate	Total Base Bid + Add Alt
Border States Paving, Inc.	X	Yes	\$1,622,332.80	\$739,935.75	\$2,360,164.50
Geislinger & Sons	X	Yes	\$2,164,834.00	\$811,817.00	\$2,976,651.00
R&R Excavating, Inc.	X	Yes	\$2,348,681.62	\$846,160.30	\$3,194,841.92

I certify that these bids were received on 4/1/2026, 2:00 PM, Conference Room at MPS Dispatch Operations Center, Second Floor




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**Jake Long**

**RESOLUTION**

**Resolution to Approve 8th Street South Watermain Replacement Project**

WHEREAS, on April 1, 2026, bids were opened for Moorhead Public Service's (MPS') 8th Street South Watermain Replacement Project; and,

WHEREAS, MPS staff and Apex Engineering Group staff have evaluated the bids and submitted a Bid Tabulation Sheet and recommendation letter.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead to award the bid for MPS' 2025 Lead Service Line Replacement Project to the lowest, qualified bidder meeting the specifications, as shown on the attached Bid Tabulation Sheet.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota, that the City Council does hereby authorize and direct the Mayor and City Manager to execute the contract for MPS' 8th Street South Watermain Project.

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Approve Renewal of School Resource Officer (SRO) Services Agreement with Independent School District No.152 (Moorhead Area Public Schools)

**RECOMMENDATION:**

The Mayor and City Council are asked to approve the resolution authorizing the City to enter into the School Resource Officer Services Agreement with Independent School District No. 152 (Moorhead Area Public Schools) for a three-year term, with optional annual extensions, as approved by the School Board.

**BACKGROUND/KEY POINTS:**

- The City of Moorhead and Moorhead Area Public Schools have negotiated a renewal agreement to continue providing Moorhead Police Department School Resource Officers to serve at Horizon Middle School, Moorhead High School, the Career Academy and elementary schools.
- The agreement outlines the duties of the SROs consistent with Minn. Stat. § 626.8482, including fostering a positive school climate, protecting students and staff, serving as a liaison between law enforcement and school officials, and advising on safety protocols.
- Officers will not enforce school discipline policies and will remain under the sole supervision of the Moorhead Police Department.
- The initial term is three (3) years, commencing upon execution, with two optional one-year extensions by mutual consent.
- Either party may terminate the agreement with thirty (30) days' written notice.
- The agreement was approved by the Moorhead School Board on January 26, 2026.

**FINANCIAL CONSIDERATIONS:**

The City will receive a total of \$94,907.50 in funding under this contract for 2026, and a budget adjustment will be completed to account for this additional revenue (B/A 26-006). This funding supports wages and benefits for three (3) SROs, whose costs are already included in the approved budget.

**Voting Requirements:**  $\frac{3}{4}$  of Council (6)

**Submitted By:**

Dan Mahli, City Manager  
Chris Helmick, Chief of Police

**Attachments:**

**RESOLUTION**

**Resolution to Approve Renewal of School Resource Officer (SRO) Services Agreement with Independent School District No. 152 (Moorhead Area Public Schools)**

WHEREAS, the City of Moorhead and Independent School District No. 152 (Moorhead Area Public Schools) have negotiated a renewal agreement to continue providing School Resource Officer (SRO) services at Horizon Middle School, Moorhead High School, the Career Academy, and elementary schools; and

WHEREAS, the initial term of the agreement is three (3) years, commencing upon execution, with two optional one-year extensions by mutual consent, and either party may terminate the agreement with thirty (30) days' written notice; and

WHEREAS, the City will receive a total of \$94,907.50 in funding under this contract for 2026, and a budget adjustment will be completed to account for this additional revenue (B/A 26-006). This funding supports wages and benefits for three (3) SROs, whose costs are already included in the approved budget.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Moorhead, that the City is authorized to enter into the School Resource Officer Services Agreement with Independent School District No. 152.

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Approve the City of Moorhead Mosquito Control Policy

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution to approve the City of Moorhead Mosquito Control Policy.

**BACKGROUND/KEY POINTS:**

The City of Moorhead Mosquito Control program is managed through the Public Works Department. The purpose is to address the prevalence of mosquito-borne diseases such as West Nile Virus and reduce nuisance mosquitos.

In 2021, an Aerial Application Advisory Committee was developed with city staff and public participants having various backgrounds in sciences related to mosquito control and ecology. The committee researched options to mitigate harm to pollinators while addressing public health and nuisance issues. The committee recommended, and City Council approved, control mechanisms aimed at reducing aerial spray impacts to monarch butterflies and other pollinators. The control mechanisms consist of a defined application rate for adulticide and limiting time of day for application. The City Council also adopted the West Nile Virus Risk Reduction Matrix to incorporate the presence of disease for rationale when aerial applications of adulticides will be utilized.

Recent City Council Workshops have provided guidance on policy adjustments including increasing public communication, having specific definitions of decision points, incorporating natural predator habitat, and researching the efficacy of adulticide. Staff has researched various options and made adjustments to address these matters.

City staff have developed a written policy for the mosquito control program that incorporates the 2021 control mechanisms and recent research. The policy outlines the mosquito control activities and decision-making processes for mosquito testing and spraying. It also provides clear communication on how decisions are made related to aerial spraying of adulticide. It aims to ensure consistency, safety, certainty, and efficacy in managing mosquito populations.

**FINANCIAL CONSIDERATIONS:**

N/A

**Voting Requirements:** Majority of Council

**Submitted By:**

Dan Mahli, City Manager  
Paul Fiechtner, Public Works Director

**Attachments:** Mosquito Control Policy



City of Moorhead

# Mosquito Control Policy

Effective:

Adopted by City Council Resolution:

Date:

# Introduction

The City of Moorhead Mosquito Control program is conducted through the Public Works Department. The purpose is to address the prevalence of mosquito-borne diseases such as West Nile Virus and reduce nuisance mosquitos.

This policy outlines the mosquito control activities and decision-making processes for mosquito testing and spraying. It aims to ensure consistency, safety, certainty, and efficacy in managing mosquito populations.

## Objectives

- Maintain an effective and cost-efficient mosquito control program.
- Reduce the risk of mosquito-borne diseases.
- Ensure the safety of the public and protection of the environment.

## Scope

This policy applies to all mosquito control activities conducted by the City of Moorhead for mosquito management.

## Mosquito Control Services

### Mosquito Surveillance and Larval Control

The first step in mosquito control includes surveillance of larval and adult mosquitoes. Field observations provide information on the presence of mosquito larva and adult mosquitoes. This service includes the identification and treatment of mosquito breeding sites to control the mosquito population at the larval stage, reducing the number of adult mosquitoes. Larval control includes treatment of standing water.

Throughout the active mosquito season, mosquito traps are operated to provide surveillance of adult mosquito populations and species identification. This data is the basis for determining further action including recommendations for spraying operations. Recommendations are provided to staff for acceptable action based on observed and existing conditions.

### Truck-Mounted Ground Spraying

Truck-mounted ground spraying is performed to reduce nuisance adult mosquito populations. Truck-Mounted Ultra Low Volume (ULV) Sprayers are utilized to spray

adulticide along city roadways. The service is conducted based on adult mosquito trap counts. When the nuisance mosquito threshold is exceeded and spraying is recommended, truck-mounted spraying is performed in targeted areas. Truck-mounted ground spraying is not intended to cover the entire city limits. It is performed in targeted areas that coincide with elevated trap counts based on testing and field observation.

Spraying does not commence until after sunset to reduce impact to non-targeted species such as pollinators. Moorhead residents have the option to opt out of this service which results in adulticide not being sprayed adjacent to private property.

## Aerial Spraying

The aerial application of adulticide is performed with an airplane equipped with Ultra Low Volume (ULV) Sprayers. The aerial application is conducted for the entire City limits of Moorhead. Additionally, the application is timed along with West Fargo, ND and Fargo, ND to increase the impact on localized mosquito populations. Aerial spraying is conducted at a specified application rate of 0.0035 lbs/acre and does not commence until after sunset. These criteria are established to reduce the impact on non-targeted species such as pollinators.

The aerial spray must be approved by the Public Works Director, City Manager, and Mayor. It is conducted based on a conditions recommendation to aerial spray and the presence of West Nile Virus in the community. The Risk Reduction Matrix is used, and a risk level of high or more permits the decision to aerial spraying. The Risk Reduction Matrix is further explained in the Spraying Decision Process section of this document.

# Spraying Decision Process

## Assessment of Conditions

The Public Works Department manages the Mosquito Control program and service contracts associated with the program. Even though other entities provide services for the City of Moorhead, the Public Works Director, City Manager, and Mayor hold the decision authorization for spray activities based on this policy document.

On a regular basis the Public Works Director reviews the mosquito surveillance data and any recommendations for spray activity. When spray activity is recommended for the metro area, the condition data is compared with decision criteria established for the City of Moorhead. Aerial spraying is permitted when the conditions meet the Risk Reduction Decision Matrix of category 2 (high) or more. Truck-Mounted ground spraying is permitted in all categories when recommended. The Decision Matrix is shown in Figure 1.

Information reported by the MN Department of Health, ND Health and Human Services, CDC ArborNET, and Moorhead's Mosquito Surveillance provider will be used in determining the current risk category. The state and federal agencies will publish county specific data related to human and veterinary cases. The Mosquito Surveillance provider will provide location specific information related to positive testing of local mosquito pools and birds. Staff may receive specific location information and will utilize it when making decisions related to spray activities. Metro area is defined as Moorhead, MN, Dilworth, MN, Fargo, ND, West Fargo, ND, and Horace, ND.

If aerial spraying is permitted based on the conditions and the decision matrix, the Public Works Director, City Manager, and Mayor may authorize Aerial Spraying for the City of Moorhead and the Public Works Department will schedule the aerial spraying service.

If aerial spraying is not permitted based on the conditions and the decision matrix, the Public Works Director, City Manager, and Mayor may approve Truck-Mounted Ground Spraying in targeted areas. The Public Works Department schedules the truck-mounted ground spraying service.

Figure 1 – Risk Reduction Decision Matrix

Risk category	Probability of human outbreak	Definition	Activities and responses
0	None	<ul style="list-style-type: none"> <li>No adult mosquito biting activity (vector species).</li> <li>No avian mortality noted.</li> <li>No suspected human cases documented.</li> </ul>	<ul style="list-style-type: none"> <li>Monitor and maintain nuisance mosquito populations.</li> <li>Maintain surveillance activities for both nuisance and known vector species.</li> <li>Monitor national and regional arbovirus case documentation</li> <li>Organize disease surveillance live trapping when climatic conditions warrant (High temps &gt;70 degrees – Low temps &gt; 55)</li> <li>Treat known vector breeding sites with residual materials</li> </ul>
1	Low	<ul style="list-style-type: none"> <li>Biting adult mosquitoes active (vector species).</li> <li>-or-</li> <li>Epizootic activity expected based on onset of transmission in prior years.</li> <li>-or-</li> <li>Limited or sporadic epizootic activity in birds or mosquitoes.</li> </ul>	<ul style="list-style-type: none"> <li>Response as in category 0, plus:</li> <li>Activate systemic program to monitor and reduce vector mosquito abundance.</li> <li>Conduct weekly RAMP test pools to monitor virus activity (mosquitoes and avian hosts) (July- Aug)</li> <li>Initiate community outreach focused on personal protection and residential source reduction.</li> <li>Monitor climatic conditions to evaluate future risk profile.</li> </ul>
2	High	<ul style="list-style-type: none"> <li>Sustained transmission activity in mosquitoes or birds for Metro Area.</li> <li>-or-</li> <li>Veterinary cases reported in Cass or Clay County</li> <li>-or-</li> <li>Human case or viremic blood donor reported in Cass or Clay County</li> </ul>	<ul style="list-style-type: none"> <li>Response as in category 1 plus:</li> <li>Intensify and expand adult mosquito control in areas using ground and/or aerial applications where surveillance indicates human risk.</li> <li>Consider 14 to 21-day ULV intervals</li> <li>Intensify visible activities in community to increase attention to WNV transmission risk and personal protection measures.</li> <li>Work to address high risk populations.</li> <li>Intensify and expand surveillance for human cases.</li> </ul>
3	Outbreak in progress	<ul style="list-style-type: none"> <li>Conditions favor continued transmission to humans (i.e., persistent high infection rate in mosquitoes, continued avian mortality, seasonal mosquito population decreases not anticipated for weeks)</li> <li>-or-</li> <li>Multiple confirmed human cases or viremic blood donors.</li> </ul>	<ul style="list-style-type: none"> <li>Response as in category 2 plus:</li> <li>Intensify emergency adult mosquito control program repeating applications as necessary to achieve adequate control.</li> <li>Monitor effectiveness of vector control efforts</li> <li>Emphasize urgency of personal protection, including use of repellents, through community leaders and media.</li> <li>Engage in 14 to 21-day interval region wide adult mosquito treatment regimen</li> </ul>

## Communication of Spray Activities

When spray activity is scheduled by the Public Works Department a public notification will be released. The public notification will provide the intended activity along with the scheduled date and time. Spray activities require specific environmental conditions and may be rescheduled based on the weather. The public notification will be released via City of Moorhead E-Notifications, website, and City of Moorhead social media.

## Other Mosquito Control Initiatives/Activities

### Public Education

The City of Moorhead provides public education related to personal protection from mosquito transmitted viruses. Information is located on the City of Moorhead website [moorheadmn.gov](http://moorheadmn.gov).

### Natural Predators

The City of Moorhead seeks to create habitat that supports natural predators to the mosquito population. Bats, dragonflies, and birds are known predators that feed on the mosquito population. City staff work to support habitat and foster favorable environments through maintenance activities and projects with area organizations.

### Permethrin Resistance Testing

The City of Moorhead seeks to monitor resistance to the insecticide permethrin in the local mosquito population. Mosquito spray activities in the region utilize permethrin-based products and is known to be an effective form of mosquito control. The City of Moorhead seeks partnerships with local experts to conduct resistance testing in the mosquito populations. Testing results will be utilized as feedback to ensure the effectiveness of the mosquito control program and products utilized.

## Conclusion

Effective mosquito control requires a coordinated and systematic approach that integrates surveillance, decision-making, and intervention. By following this policy, agencies and personnel can ensure the safety, efficacy, and sustainability of mosquito control efforts, and ultimately, protect public health and the environment.

**RESOLUTION**

**Resolution to Approve the City of Moorhead Mosquito Control Policy**

WHEREAS, the City of Moorhead operates a mosquito control program to address the prevalence of mosquito-borne disease and nuisance conditions caused by excessive mosquito populations; and

WHEREAS, the mosquito control policy outlines the mosquito control activities and decision-making processes for mosquito testing and spraying; and

WHEREAS, the City of Moorhead maintains the decision authority of when to use aerial applications prior to all aerial pesticide applications;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead approve the City of Moorhead Mosquito Control Policy.

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Approve the 2026 Cass County Vector Control Larval Mosquito Control Agreement

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution to approve the Larval Mosquito Control Agreement between the City of Moorhead and Cass County Vector Control (CCVC).

**BACKGROUND/KEY POINTS:**

Cass County Vector Control (CCVC) has provided mosquito control surveillance and operations to the City of Moorhead since 2015. CCVC coordinates the program with other jurisdictions in Fargo-Moorhead metro area. Staff is recommending the City of Moorhead enter into a contract with CCVC to provide services for 2026. The terms are the same as 2025 and includes the following:

- Mosquito surveillance, trap collection, specimen identification, pesticide applications, mapping, data reporting, operation supplies, education/training, field supervision, data management, product procurement, technical direction, coordination of activities, administration.
- City of Moorhead maintains authority as decision makers and operators as specified by applicable agreements and permits.
- Pesticide application by CCVC to include larvicide and does not include aerial spraying.
- The decision to spray is solely maintained by the City of Moorhead and provided through other contractors.
- Authorization to spray will be followed based on the City of Moorhead Mosquito Control Policy

**FINANCIAL CONSIDERATIONS:**

The Mosquito Control Agreement is budgeted at \$175,000. The resident fee includes the expense of this contract.

**Voting Requirements:** 3/4 of Council (6)

**Submitted By:**

Dan Mahli, City Manager  
Paul Fiechtner, Public Works Director

**Attachments:**

**RESOLUTION**

**Resolution to Approve the 2026 Cass County Vector Control Larval Mosquito Control Agreement**

WHEREAS, the City of Moorhead participates in Cass County Vector Control’s larval mosquito control program, and collects fees from residents to provide control of mosquito-borne disease and nuisance conditions caused by excessive mosquito populations; and

WHEREAS, Cass County Vector Control (CCVC) coordinates a mosquito control program that includes larval pesticide application throughout the Fargo-Moorhead Metropolitan area and can perform this service within the City of Moorhead; and

WHEREAS, the City of Moorhead maintains the decision authority of when to use aerial applications prior to all aerial pesticide applications.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized to sign the Vector Control agreement between the City of Moorhead and Cass County Vector Control.

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Approve the 2026 Vector Disease Control International (VDCI) Aerial Mosquito Spraying Agreement Extension

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution to approve the 2026 Vector Disease Control International (VDCI) Aerial Mosquito Spraying Agreement Extension.

**BACKGROUND/KEY POINTS:**

The City of Moorhead has contracted with Airborne Vector Control for Mosquito Spraying Agreement from 2023-2025. Airborne Vector Control is now Vector Disease Control International (VDCI). The 2023-2025 contract is coordinated through Cass County Vector Control (CCVC) and a mutual vendor for Fargo, ND and West Fargo, ND aerial spraying. The vendor provides a coordinated spraying of the metro area during an aerial application.

The original Request for Proposal (RFP) included option to extend the contract. Staff recommends the 1 (one) year contract extension with options to extend and renew. The application criteria and contract specifications will remain the same.

- The decision to spray is solely maintained by the City of Moorhead and requires authorization from Mayor, City Manager, and Public Works Director.
- The application rate for Permethrin remains the same at 0.0035 pounds per acre.
- The application timing remains the same after sunset.
- Authorization to spray will be followed based on the City of Moorhead Mosquito Control Policy

**FINANCIAL CONSIDERATIONS:**

The 2026 aerial application retainer is \$36,000 and will be applied to the first application. The resident fee includes the expense of this contract.

**Voting Requirements:** 3/4 of Council (6)

**Submitted By:**

Dan Mahli, City Manager  
Paul Fiechtner, Public Works Director

**Attachments:**

**RESOLUTION**

**Resolution to Approve the 2026 Vector Disease Control International (VDCI) Aerial Mosquito Spraying Agreement Extension**

WHEREAS, the City of Moorhead contracts with Vector Disease Control International (VDCI) for aerial mosquito spraying services; and

WHEREAS, the 2023-2025 agreement Request for Proposals (RFP) terms allowed for an extension of the agreement and the City wishes to extend 1 (one) additional year; and

WHEREAS, the City of Moorhead maintains the decision authority of when to use aerial applications prior to all aerial pesticide applications.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized to sign the Aerial Mosquito Spraying Agreement extension between the City of Moorhead and Vector Disease Control International (VDCI).

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Approve the 2026 Vendor of Asphalt Emulsions for Street Maintenance

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution to approve the 2026 Vendor of Asphalt Emulsions for Street Maintenance.

**BACKGROUND/KEY POINTS:**

Each year the City of Moorhead Public Works Street Division performs maintenance on asphalt roadways. The annual chip sealing program covers approximately 200,000 SY and requires the use of asphalt emulsions. Public Works staff desire to have a vendor that can provide the product and support operations.

On March 23, 2026, a Request for Proposals (RFP) for Asphalt Emulsions was published and closed on April 16, 2026. A total of one (1) vendor provided bid information. Public Works staff reviewed the proposals and determined Flint Fills Resources provided the best product based on the RFP requirements.

Public Works staff recommend selection of Flint Hills Resources to provide asphalt emulsions at \$655.00 per ton for the 2026 maintenance season.

**FINANCIAL CONSIDERATIONS:**

The estimated annual cost for asphalt emulsions is \$175,000. The purchase is budgeted in the annual street maintenance budget.

**Voting Requirements:** 3/4 of Council (6)

**Submitted By:**

Dan Mahli, City Manager  
Paul Fiechtner, Public Works Director

**Attachments:**

**RESOLUTION**

**Resolution to Approve the 2026 Vendor of Asphalt Emulsions for Street Maintenance**

WHEREAS, the City of Moorhead performs street maintenance including the annual chip sealing program. This maintenance activity requires the purchase of asphalt emulsions materials; and

WHEREAS, the City of Moorhead wishes to purchase the material at the best available price and availability for the street maintenance program. A Request for Proposals (RFP) was published on March 23, 2026 to locate a qualified vendor of asphalt emulsions. Flint Hills Resources provided a proposal that meets the requirements for the RFP; and

WHEREAS, the City of Moorhead wishes to purchase asphalt emulsions from Flint Hills Resources for the 2026 street maintenance season.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized to sign a purchase agreement between the City of Moorhead and Flint Hills Resources for the purchase of asphalt materials.

PASSED: April, 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Approve the 2026 Vendor of Asphalt Materials for Street Maintenance

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution to approve the 2026 Vendor of Asphalt Materials for Street Maintenance.

**BACKGROUND/KEY POINTS:**

Each year the City of Moorhead Public Works Street Division performs asphalt paving and asphalt patching to repair roadways. The paving is completed based on needs and results in several projects within the city limits.

Public Works staff desire to have a vendor that can provide the hot mix asphalt and support operations. On March 24, 2026, a Request for Proposals (RFP) for Asphalt Emulsions was published and closed on April 16, 2026. A total of one (1) vendor provided proposal information. Public Works staff reviewed the proposals and determined FM Asphalt provided the best proposal based on the RFP requirements.

Public Works staff recommends selection of FM Asphalt LLC to provide asphalt materials at the bided price for the 2026 maintenance season.

SPWEB340B (58-28) - \$67/ton  
NDDOT FAA43 (58-28) - \$67/ton  
NDDOT FAA43 (58H-34) - \$79/ton

**FINANCIAL CONSIDERATIONS:**

The estimated annual cost for asphalt hot mix is \$200,000. The purchase is budgeted in the annual street maintenance budget.

**Voting Requirements:** 3/4 of Council (6)

**Submitted By:**

Dan Mahli, City Manager  
Paul Fiechtner, Public Works Director

**Attachments:**

**RESOLUTION**

**Resolution to Approve the 2026 Vendor of Asphalt Materials for Street Maintenance**

WHEREAS, the City of Moorhead performs street maintenance including asphalt paving and asphalt patching. This maintenance activity requires the purchase of asphalt hot mix materials; and

WHEREAS, the City of Moorhead wishes to purchase the material at the best available price and availability for the street maintenance program. A Request for Proposals (RFP) was published on March 24, 2026 to locate a qualified vendor of asphalt materials. FM Asphalt LLC provided a proposal that meets the requirements for the RFP; and

WHEREAS, the City of Moorhead wishes to purchase asphalt hot mix materials from FM Asphalt LLC for the 2026 street maintenance season.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are authorized to sign a purchase agreement between the City of Moorhead and FM Asphalt LLC for the purchase of asphalt materials.

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution to Approve an Investment Grade Audit and a Guaranteed Energy Savings Agreement with McKinstry Essention, LLC.

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution approving conducting an Investment Grade Audit and a Guaranteed Energy Savings Agreement resulting in capital improvements resulting in energy savings up to \$6,000,000 in accordance with MN Stat Sec 471.345.

**BACKGROUND/KEY POINTS:**

For several months, City Staff Has been discussing with McKinstry the possibility of partnering on some sustainability and energy savings projects in various City buildings. These projects will provide enough savings in energy costs that the projects will be funded by those savings, as required by state statute. The agreement between the City and McKinstry will contain language requiring McKinstry to measure and verify these savings over the period of financing. That means that these projects will be funded by money that is already in the budget, resulting in no additional costs to the taxpayer.

The next step in the process is to conduct an Investment Grade Audit (IGA). This phase advances the project to 80% designed and allows McKinstry to refine the scope of the projects and better define pricing prior to moving into construction. The types of projects under consideration include water savings projects, lighting projects and building envelope improvements at multiple City facilities. It also includes the installation of solar panels at the Loop and Fire Station #2.

McKinstry has had success with similar projects working with other Cities and Countries elsewhere in Minnesota.

**FINANCIAL CONSIDERATIONS:**

The current estimated cost of these projects is \$4,000,000. We are seeking approval for authority to identify projects not to exceed \$6,000,000 in case the IGA identifies additional viable projects based on the amount of energy cost saved. We are seeking not-to-exceed approval in order to keep the project on a timeline that is in line with Federal funding opportunities.

**Voting Requirements:** 2/3 of Council (6)

**Submitted By:**

Dan Mahli, City Manager  
Mike Rietz, Assistant City Manager

**Attachments:** None

**RESOLUTION**

**Resolution to Approve an Investment Grade Audit and a Guaranteed Energy Savings Agreement with McKinstry Essention, LLC.**

WHEREAS, the City of Moorhead desires to partner with McKinstry Essention, LLC to conduct energy efficiency projects pursuant to Minn. Stat. Sec. 471.345, subd. 13.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the Mayor and City Manager are hereby authorized to enter into an Investment Grade Audit Agreement and a Guaranteed Energy Savings Agreement with McKinstry Essention, LLC. For the purpose of conducting energy efficiency project at a cost not to exceed \$6,000,000.

PASSED: April 27, 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

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April 27, 2026

**SUBJECT:**

Resolution Approving the Purchase of Furniture for the City Hall Renovation

**RECOMMENDATION:**

The Mayor and City Council are asked to consider a resolution approving the purchase of furniture for the City Hall Renovation at a cost of \$1,169,347.63.

**BACKGROUND/KEY POINTS:**

City Staff worked with JLG Architects to bid out the furniture for the City Hall Renovation and the recommendation from JLG is as follows:

JLG recommends awarding the Moorhead City Hall Furniture Package as follows:

- Bid Package #1 Furniture Balance to Fluid for \$851,461.77
- Bid Package #2 Seating to InterOffice for \$240,627.08
- Bid Package #3 Training Tables to InterOffice for \$59,255.18
- Bid Package #4 Round Event Tables to InterOffice for \$7,108.00
- Bid Package #5 Fiber Stool to Fluid for \$10,895.60

Total project award: \$1,169,347.63

Our reasons are as follows:

- They each provided the low bid for their respective bid packs. We did take the time to review their bids and feel that what has been submitted will meet the design intent of the project.
- They each provided substitutions that are the same or similar to what was specified in the bid documents.

**FINANCIAL CONSIDERATIONS:**

These are very favorable bids and they result in the furniture for the project being \$336,000 under what was budgeted.

**Voting Requirements:** 2/3 of Council (6)

**Submitted By:**

Dan Mahli, City Manager  
Mike Rietz, Assistant City Manager

**Attachments:** JLG Recommendation letter

**RESOLUTION**

**Resolution to Approve Purchase of Furniture for the City Hall Renovation**

WHEREAS, the City of Moorhead hired JLG Architects to develop bidding documents for the furniture to be used in the City Hall Renovation, and;

WHEREAS, JLG assisted the City in soliciting bids for that furniture with a public bid opening held on April 14, 2026 at 2:00 pm at the Hjemkomst Center.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that the furniture bids for the City Hall Renovation are approved as follows with authorization of administrative approval of change orders totaling not more than \$25,000:

- Bid Package #1 Furniture Balance to Fluid for \$851,461.77
- Bid Package #2 Seating to InterOffice for \$240,627.08
- Bid Package #3 Training Tables to InterOffice for \$59,255.18
- Bid Package #4 Round Event Tables to InterOffice for \$7,108.00
- Bid Package #5 Fiber Stool to Fluid for \$10,895.60
- Total project award: \$1,169,347.63

PASSED: April 27, 2026 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

\_\_\_\_\_  
Michelle (Shelly) A. Carlson, Mayor

\_\_\_\_\_  
Christina Rust, City Clerk