



**City of Moorhead
City Council Meeting
Meeting Minutes
September 10, 2018 at 5:30 PM
City Hall Council Chambers**

Pursuant to due call and notice thereof, a regular meeting of the City Council Meeting was held in the City Hall Council Chambers, on September 10, 2018, at 5:30 PM.

Roll call of the members was made as follows:

1st Ward Council Member:	Mari Dailey	Present
1st Ward Council Member:	Sara Watson Curry	Present
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Del Rae Williams	Present
3rd Ward Council Member:	Joel Paulsen	Present
3rd Ward Council Member:	Brenda Elmer	Present
4th Ward Council Member:	Steve Gehrtz	Present
4th Ward Council Member:	Chuck Hendrickson	Present

City Council Meeting

1. [Call to Order and 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.

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry
Motion to Approve the Consent Agenda

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

5. Recognitions - Presentations

A. [U.S. Census 2020 Complete Count Committee Presentation](#)

Minutes: Assistant City Planner Kim Citrowski presented an update on preparations for the 2020 census, and reviewed how the census data will impact the City of Moorhead. It was noted that City staff are verifying addresses for the census. Council member Gehrtz inquired about where college students are counted in the census. A 2020 Census information sheet was reviewed and discussed.

6. Approve Minutes

A. [Minutes of August 27, 2018](#)

Motion to Approve made by Steve Gehrtz and seconded by Brenda Elmer
Motion to Approve the Minutes of August 27, 2018

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

7. [Citizens Addressing the Council](#) – No citizens addressed the Council.

8. Mayor and Council Appointments

Economic Development

10. Resolution to Approve Moorhead Renaissance Zone Incentive Policy

Minutes: Assistant City Manager Dan Mahli presented information about a Renaissance Zone Incentive Policy, which is a new tax incentive policy for development/redevelopment in the downtown area. He further reviewed the public input process in developing this plan, including an open house, and noted the diversity of residents and businesses who were involved in public input. The EDA recommends approval of this policy, and will continue to research other City wide incentive programs. It was noted that the current Urban Progress Zone incentives would have a grace period extending until December 31, 2018, and businesses could choose between the two incentive programs during this grace period. City Manager Chris Volkens reported on businesses that have inquired about extending the grace period for the Urban Progress Zone incentives. Mayor Williams expressed her desire to give business owners more options in differing incentive programs. Council member Durand expressed her desire to see streamlining and simplifying the process, and how multiple programs being offered at the same time could make the process more complicated. Council member Hendrickson commented on publicizing these incentives so that everyone had equal access to them, and inquired about how the boundaries for the downtown incentives were developed. Dan Mahli reported that they were based off of the existing downtown boundaries and from the public input. Council member Elmer noted that businesses are still paying taxes on existing valuations, and that incentives are only based on tax value increases, noted the importance of a renaissance zone in the downtown area, simplifying the incentive process, and inquired about the process of informing business leaders about the incentive programs. City Manager Chris Volkens reported that she and her staff are working on a 'one stop shop' process for businesses who are interested in development, which includes information about incentives. Council member Gehrtz reviewed the general timeline of development projects, and inquired about extending

the Urban Progress Zone incentive grace period to projects that have notified the City of their project by December 31, and submit their final application by April 1, 2019. There was discussion and a consensus to extend the Urban Progress Zone incentive grace period to projects that have notified the City of their project by December 31, 2018, and submit their final application by April 1, 2019.

Motion to Approve made by Heidi Durand and seconded by Mari Dailey

Motion to Approve a Resolution to Approve Moorhead Renaissance Zone Incentive Policy, as amended.

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Public Hearings (5:45 p.m.)

9. [Public Hearing to File an Application with the Federal Transit Administration for Receipt of 2019 Federal Operating and Capital Assistance](#)

Motion to Open Public Hearing made by Heidi Durand and seconded by Mari Dailey

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Minutes: Transit Manager Lori Van Beek reviewed the grant application, noted that there are six Capital improvement projects and one operating project, and reviewed the grant funding and the local funding requirements. The Metro Area Transit Coordinating Board recommend approval of this application. Council member Watson Curry inquired about updating the fare system and about mobile ticketing. Council member Gehrtz inquired about state funding for capital improvements and how the local matching funds fit into the 2019 budget. City Manager Chris Volkers noted that these items are in city managers 2019 proposed budget, and must be in the Council's approved budget in order for this grant to receive the required matching funds. It was noted that no written comments have been received. Mayor Williams made three calls for public comments, and none were presented.

Motion to Close Public Hearing made by Heidi Durand and seconded by Chuck Hendrickson

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

A. [Resolution to Authorize Filing of an Application with the Federal Transit Administration for Receipt of 2019 Federal Operating and Capital Assistance](#)

Motion to Approve made by Heidi Durand and seconded by Mari Dailey
Motion to Approve a Resolution to Authorize Filing of an Application with the Federal Transit Administration for Receipt of 2019 Federal Operating and Capital Assistance

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Economic Development continued

11. [*Resolution Finding that Expansion of Outside Storage Yard Located at 4100 30 Ave S is Consistent with the MCCARA Industrial Park Standards and Protective Covenants](#)

Engineering Department

12. [*Resolution to Award Bid for 15th Ave N from Red River Bridge to 28th St N Lighting Improvements. Eng. No. 18-A2-02](#)
13. [*Resolution to Award Bid for Traffic Signal System Improvements. Eng. No. 18-13-05](#)
14. [*Resolution to Approve Budget Adjustment for Infrastructure Repair & Maintenance](#)
15. [*Resolution for Completed Public Improvement Projects Funded with Special Assessments and Declare Costs to be Assessed and Ordering Preparation of Proposed Assessments](#)

Planning and Neighborhood Services Department

16. [*Consider Actions Relating to Horizon Shores Car Wash Addition](#)
 - A. [*Preliminary and Final Plat](#)
 - B. [*Developer's Agreement](#)
 - C. [*First Reading Ordinance 2018-12: An Ordinance to Rezone Horizon Shores Car Wash Addition from TZ: Transitional to RC: Regional Commercial](#)

Public Works Department

17. [*Resolution to Approve Budget Adjustment #18-029 for Various HVAC Repairs and Improvements at the Hjemkomst Center](#)

Administration

18. [*Resolution to Approve Partner Agreement with the Clay County Collaborative](#)
19. [*Resolution Amending Fare and Service Change Policy for Public Transit Services](#)
20. [Actions Related to the Competitive Negotiated Sale of General Obligation Improvement](#)

[Bonds 2018A and General Obligation Improvement Refunding Bonds, Series 2018B](#)

Minutes: Finance Director Wanda Wagner presented information to authorize Springsted Incorporated, the City's financial advisor, to solicit competitive bids for the issuance of bonds. It was noted that Series 2018A is a \$12,310,000 bond for street improvements and new development, and Series 2018B is a \$5,510,000 bond to be used to refund two prior bond issued in 2009. It was noted that Series 2108B will save the City \$120,000 in interest charges, and that bids will be opened on October 22, and brought to the Council meeting that evening for approval. Council member Durand inquired about the Hampton place third addition assessments. Council member Paulson inquired about impact on general tax levy, the City's share on new development projects, and changes to development projects and how it impacts the City's share of the cost. City Attorney John Shockley informed the Council that he will be preparing a parameters resolution for these bonds, which sets the ceiling for what a pricing committee can award for a bid, and noted that this resolution must be passed by six City Council members, and will be presented at the September 24 Council meeting.

- A. [Resolution Providing for the Competitive Negotiated Sale of \\$12,310,000 General Obligation Improvement Bonds, Series 2018A](#)
- B. Resolution Providing for the Competitive Negotiated Sale of \$5,510,000 General Obligation Refunding Bonds, Series 2018B

Motion to Approve made by Brenda Elmer and seconded by Chuck Hendrickson
Motion to Approve a Resolution Providing for the Competitive Negotiated Sale of \$12,310,000 General Obligation Improvement Bonds, Series 2018A, and to Approve a Resolution Providing for the Competitive Negotiated Sale of \$5,510,000 General Obligation Refunding Bonds, Series 2018B

Motion Passed

For: 7 - Mari Dailey, Sara Watson Curry, Heidi Durand, Joel Paulsen, Brenda Elmer, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Recused: 0 - (None)

Other

21. [Mayor and Council Reports](#)

Minutes: Council member Durand reported on Park Advisory Board meeting, about the North East Park ice rink being moved to Stoneridge Park, about development in North East Park, and about trail development. Mayor Williams reported that the MN DNR will have a public meeting for the Environmental Impact Study for Plan B of the FM Flood Protection Plan on September 13 at 5:30pm, and that the public comment period for this project will continue until September 27.

22. [City Manager Reports - Updates](#)

Minutes: City Manager Chris Volkens reported on the September 5 Candidate Information Meeting for all Mayor and Council member candidates, and information about the forum for candidate questions that is shared with all candidates, so that everyone has all the information being put out by the City. It was noted that only five Council members can be present at the October 8 Council meeting. There was a consensus to cancel the October 8, 2018 meeting, and schedule a special City Council meeting

on September 17, 2018 at 5:30pm. Joe Raso, president of Greater Fargo Moorhead Economic Development Corporation presented background information about himself, and how the EDC will be working with the City in the areas of Economic Development. Derick LaPoint from Downtown Moorhead Inc. thanked the Council for approving the Renaissance Zone Incentive Policy.

- 23. Executive Session (If needed)
- 24. New Business
- 25. Citizens Addressing the Council (continued, if necessary)

Mayor Williams adjourned the meeting at 6:25pm

APPROVED BY:

ATTEST:

Del Rae Williams
Mayor

Lance Beachem
City Clerk

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

Respectfully submitted by:
Lance Beachem, City Clerk