



**CITY COUNCIL
MEETING AGENDA
NOVEMBER 27, 2023 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM**

City Council Meeting

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 in accordance with the Moorhead City Code, Minnesota State Statutes, and parliamentary procedure.

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.*
5. Recognitions - Presentations
 - A. MoorHeart Recognition: Peter Haberman
 - B. Donation to the Inclusive Playground from Lake Agassiz Pacers
6. Approve Minutes
 - A. November 13, 2023 Meeting Minutes
7. Citizens Addressing the Council (Time Reserved: 15 Minutes)

During "Citizens Addressing the Council", the Mayor will invite residents to share issues, concerns and opportunities. Individuals must limit their comments to three minutes. The Mayor may limit the number of speakers on the same issue in the interest of time and topic. Individuals should not expect the Mayor or Council to respond to their comments tonight.
8. *Mayor and Council Appointments
9. Public Hearings (5:45 pm)

During "Public Hearings", the Mayor will ask for public testimony after staff and/or applicants make their presentations. The following guidelines are in place to ensure an efficient, fair, and respectful hearing; limit your testimony to three minutes and to the matter under consideration; the Mayor may modify times, as deemed necessary; avoid repeating remarks or points of view made by previous speakers. The use of signs, clapping, cheering or booing or any other form of verbal or nonverbal communication is not allowed.

 - A. Public Hearing Regarding the Request of Marla Blakeway on behalf of Vision Rentals LLC for a Property Tax Exemption for a Project located at 4111 34 Ave S (58.420.0040)
 - B. Resolution to Approve a Property Tax Exemption for Vision Rentals LLC to construct a commercial-industrial building located at 4111 34 Ave S (58.420.0040)
 - C. Public Hearing To Consider Actions Relating to Declaration of a Hazardous Building – 1522 4

Ave N, Parcel No. 58.218.0320

- D. Resolution Declaring 1522 4th Avenue North a Hazardous Property under Minnesota Statute 463 and Order the Owner of the Hazardous Property to Correct or Remove the Hazardous Conditions at the Property
 - E. Resolution to Authorize Agreement(s) Necessary to Abate the Hazardous Conditions of 1522 4th Avenue North by Demolition if the Owner Fails to Address the Hazardous Conditions
10. Economic Development
- A. *Resolution to Approve the Sale of City-owned Land Located at 4111 34 Ave S (58.420.0040) to Vision Rentals LLC
11. Engineering Department
- A. *Resolution to Approve Various Actions for 2023 – 2024 Petitioned Sewer & Water Services (Eng. No. 24-A6-1) and Petitioned Concrete Repairs (Eng. No. 24-A7-1)
 - B. *Resolution to Support Federal and State Grant Applications
12. Community Development Department
- A. *Second Reading of Ordinance 2023-09: An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations, and Section 2, Provisional and Conditional Use Requirements, relating to Micro-Dwelling Unit Sacred Community
 - B. *Resolution to Approve Title & Summary of Ordinance 2023-09
13. Administration
- A. *Resolutions to authorize an allocation of Statewide Affordable Housing Aid (SAHA) to Clay County Housing and Redevelopment Authority and issue a Request for Affordable Housing Proposals with respect to the remainder of 2023 and 2024 SAHA resources
 - B. *Resolution to Authorize a Request for Affordable Housing Proposals for Statewide Affordable Housing Aid
 - C. *Resolution to Request Reduction to 2024 Clay HRA levy amount and allocation of Statewide Affordable Housing Aid in Moorhead
 - D. *Resolution to Approve the Joint Powers Agreement with Valley Senior Services and Dilworth for 2024
 - E. *Resolution to Approve a Contract with the City of Dilworth for 2024 Transit Service
 - F. *Resolution to Approve Amendment #2 to TransDev (formerly First Transit) Contract to Include 2024 Transit Operating Services
 - G. *Resolution to Approve Memorandum of Understanding with the City of Fargo for Purchase of Software for the MATBUS System and Related Cost Sharing
 - H. *Resolution to Approve 2024 MCAM Service Agreement

I. First Reading of Ordinance 2023-11: An Ordinance Adopting the 2024 Fee Schedule

14. Mayor and Council Reports
15. City Manager Reports
16. Executive Session
17. New Business
18. Adjourn



City Council Communication

November 27, 2023

SUBJECT:

MoorHeart Recognition: Peter Haberman

RECOMMENDATION:

The Mayor and City Council are asked to recognize and honor Peter Haberman with the MoorHeart award.

BACKGROUND/KEY POINTS:

The MoorHeart award recognizes individuals and organizations that go above and beyond to demonstrate community within our City by their actions and service. A team of volunteers from City boards and commissions selects award recipients who are recognized at City Council meetings. The MoorHeart selection committee asks the Mayor and City Council to recognize Peter Haberman for his willingness to go above and beyond for his students at Concordia College as well as his dedication to further enrich our city.

Peter is Director of Bands at Concordia College, but his job doesn't end at teaching music. He is a support system for his students, especially those who have recently moved to Moorhead. Outside of the classroom, he travels to different towns and cities recruiting young musicians to come to college in Moorhead.

Michelle Webber wrote in the nomination: "As director of bands at Concordia College, Peter literally drives all over the state of Minnesota, finding remarkable musical talent and touting the benefits of living in Moorhead. He is responsible for countless talented students moving to Moorhead to pursue their degrees. As I was driving past Concordia this morning, with the trees decked out in winter splendor, I was simultaneously hit with how much I appreciate living here and how cool it is that Peter Haberman does this thing where he travels all over telling people how cool it is to live here. Once students move here to be part of the Concordia band program, he mentors them. He is constantly responding to texts from students and not just about the band. He works tirelessly to make sure their experience here is fruitful for them and the band. Of course, that is not all that Peter does that expresses his heart. He also makes sure there is a place for international students at his personal Thanksgiving table. When the dining hall closes for the holidays, international students – who are prevented from holding a job – must find their own food. Peter makes space for them at his table."

Peter, we are glad to have you as a talented professor as well as a dedicated spokesperson for Moorhead. You are an encourager who reminds residents of our community why we love Moorhead and to share that admiration with others.

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



City Council Communication

November 27, 2023

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Not Applicable

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Mark Dickerson, Communications Coordinator

Attachments:



**CITY COUNCIL
MEETING MINUTES
NOVEMBER 13, 2023 AT 5:30 PM
HJEMKOMST CENTER AUDITORIUM**

1. Call to Order and Roll Call

Roll call of the members was made as follows:

Present: Council Member: Ryan Nelson

Council Member: Matthew Gilbertson

Council Member: Heather Nesemeier

Council Member: Laura Caroon

Council Member: Deb White

Council Member: Larry Seljevold

Council Member: Sebastian McDougall

Council Member: Chuck Hendrickson

Absent: Mayor: Shelly Carlson

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

Motion to Approve made by Heather Nesemeier and seconded by Sebastian McDougall

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

5. Recognitions - Presentations

A. MoorHeart Recognition: Mary Arnholt

Governmental Affairs Director Lisa Bode presented the MoorHeart award to Mary Arnhold for being a great Moorhead resident and dedication in clearing snow from around the fire hydrant in her neighborhood for over 20 years.

B. Donation to the Inclusive Playground from Moorhead Kiwanis

Members of the Moorhead Kiwanis club presented a \$2,000 donation to Moorhead's Inclusive Playground. This is the final installment of a \$10,000 pledge to the project at Southside Regional Park.

6. Approve Minutes

A. October 23, 2023 Meeting Minutes

Motion to Approve October 23, 2023 Meeting Minutes made by Larry Seljevold and

seconded by Laura Caroon

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

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

Two Moorhead residents addressed the City Council on a land use question related to a property line split.

8. *Mayor and Council Appointments

A. *Resolution for Appointments to Boards and Committees

9. Public Hearings (5:45 pm)

10. Engineering Department

A. *Resolution to Authorize a Flood Damage Reduction Grant Agreement

11. Fire Department

A. *Resolution to Approve the Sale of Surplus Technical Rescue Equipment to the City of Madison, Minnesota – Madison Fire Department

12. Community Development Department

A. First Reading of Ordinance 2023-09: An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations Relating to Micro-Dwelling Unit Sacred Community

City Planner Robin Houston shared a first reading of an amendment to City ordinance regarding micro-dwelling units in Moorhead. The change is due to a new State Statute related to permitting and regulating micro-dwelling units in Minnesota often referred to as tiny homes.

Motion to Approve First Reading of Ordinance 2023-09: An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations Relating to Micro-Dwelling Unit Sacred Community made by Deb White and seconded by Heather Nesemeier

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0

Abstain/Recuse: 0

Absent: 0;

13. Moorhead Public Service

A. *Resolution to Award Revised Bid to Irby Utilities for 2024 Electrical Materials

- B. *Resolution to Award Bid for 2024 Annual Boring

14. Administration

- A. *Resolution to Approve a Minnesota Lawful Gambling Premise Permit for Moorhead Youth Hockey Association
- B. *Resolution to Approve Amendment to Joint Powers Agreement for Red River Regional Dispatch Center (RRRDC)
- C. *Resolution to Approve Transfer of Liquor Licenses for Avengers, LLC DBA Vic's Bar & Grill
- D. *Resolution to Authorize Submission of Transit Capital Grant Applications for 2024-2027 to the State of Minnesota and Provide Local Share Match for Selected Projects

15. Mayor and Council Reports

Council member Deb White shared that Pangea is taking place November 19 at the Hjemkomst Center. Council Member White also shared information on the Felix Battle monument and ribbon cutting at MSUM.

Council member Heather Nesemeier mentioned a job opening as a Clay County Extension Service Educator in Horticulture and encouraged people to apply. Council Member Nesemeier talked about the Cass Clay Food Commission meeting and grant opportunities. Council member Nesemeier recognized people in the audience who are at the City Council meeting as part of the West Central Initiative Community Foundation Rural Democracy program. She added appreciation to Concordia students that are reaching out to learn about local government functions.

Council member Ryan Nelson stated the Mary Phillippi, Director of the Red River Regional Dispatch Center, is resigning after 36 years. He added the search for a new director has started.

16. City Manager Reports

City Manager Dan Mahli shared the City of Moorhead has received a \$5 million grant for Reimagine Romkey Park improvements. Moorhead is one of five communities in the nation that is successful in receiving Outdoor Recreation Grant funds from the U.S. Department of Interior. Mr. Mahli also spoke of the Holiday Kickoff that is taking place Tuesday, November 21 at 5:00 p.m. in the courtyard at the Rourke Art Museum. The evening will include a tree lighting, music and refreshments.

17. Executive Session

- A. Closed executive session pursuant to Minn. Stat. § 13D.05, Subdivision 3b(3), for the purpose of discussing the sale of real property described as a portion of Parcel Number 58.424.0040 and 58.424.0050 owned by the City of Moorhead

Motion to Enter Closed Session at 6:04pm pursuant to Minn. Stat. § 13D.05, Subdivision 3b(3), for the purpose of discussing the sale of real property described as a portion of Parcel Number 58.424.0040 and 58.424.0050 owned by the City of Moorhead made by Ryan Nelson and seconded by Sebastian McDougall

Motion Passed

For: 8; Nelson, Gilbertson, Nesemeier, Caroon, White, Seljevold, McDougall, Hendrickson

Against: 0

Abstain/Recuse: 0

Absent: 0;

Excited closed session at 6:21pm

18. New Business

19. Adjourn

Meeting adjourned at 6:23pm

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson
Mayor

Christina Rust
City Clerk

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



City Council Communication

November 27, 2023

SUBJECT:

Public Hearing Regarding the Request of Marla Blakeway on behalf of Vision Rentals LLC for a Property Tax Exemption for a Project located at 4111 34 Ave S (58.420.0040)

RECOMMENDATION:

The Mayor and City Council are asked to conduct a Public Hearing and consider approval of a property tax exemption for Vision Rentals LLC, leasing to MinKo Construction Inc., to construct a new commercial-industrial building located at 4111 34 Ave S (58.420.0040).

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, that existing business will benefit by increasing total number of businesses in Moorhead, thereby positioning Moorhead as a destination to more customers.

Project: Marla Blakeway, on behalf of Vision Rentals LLC, leasing to a closely-related company, MinKo Construction Inc., has planned to construct a new 21,000 square foot (approximate size) industrial building for their company headquarters. The site plan and building floor plans are still being developed at this time but will include an office area with conference room and bathrooms, shop area with overhead doors, and warehouse space. The type of construction will be a pre-engineered metal building by Gateway Building Systems with metal panel and stone finishes.

MinKo Construction, currently located in Fargo ND, is a commercial general contractor. They self-perform demolition work, rough carpentry, finish carpentry, and some structural steel erection. They serve Moorhead-Fargo and surrounding areas, primarily working for public school districts, universities, churches, rental facilities, and office complexes.

Employees: MinKo Construction Inc. will retain their current fulltime employees (currently staffed at 34 fulltime employees) which exceeds the minimum threshold for employees with wages above the minimum wage floor.

Property Valuation: Existing land and building/improvement value, and any future value, remains taxable during the duration of property tax exemption. Only the new assessed building/improvement value 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 \$1,600,000.



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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 should meet the minimum requirements for a 5-year property tax exemption.

Timeline: Construction of the project, if approved, will begin in March 2024 with an estimated completion of December 2024. Whatever construction is completed in 2024 will be assessed January 2, 2025, and become payable in 2026. Therefore, the first year of the proposed exemption would be 2026. In the event that construction is only partially complete on January 2, 2025, the project operator may choose to pay taxes for the partial year and begin the full exemption in 2027.

Zoning: The parcel is located within the "Light Industrial" zoning district. The proposed use is permitted with the zoning district. The final building plans will meet all the requirements of the existing zoning district.

FINANCIAL CONSIDERATIONS:

The maximum total benefit to the applicant for this expansion project is estimated at approximately \$128,000 in property tax exemptions using projected new assessed building value (\$1,600,000) and current tax rate (1.6%) for a period of five (5) years.

Voting Requirements: 3/4 of Council (6)

Submitted By:

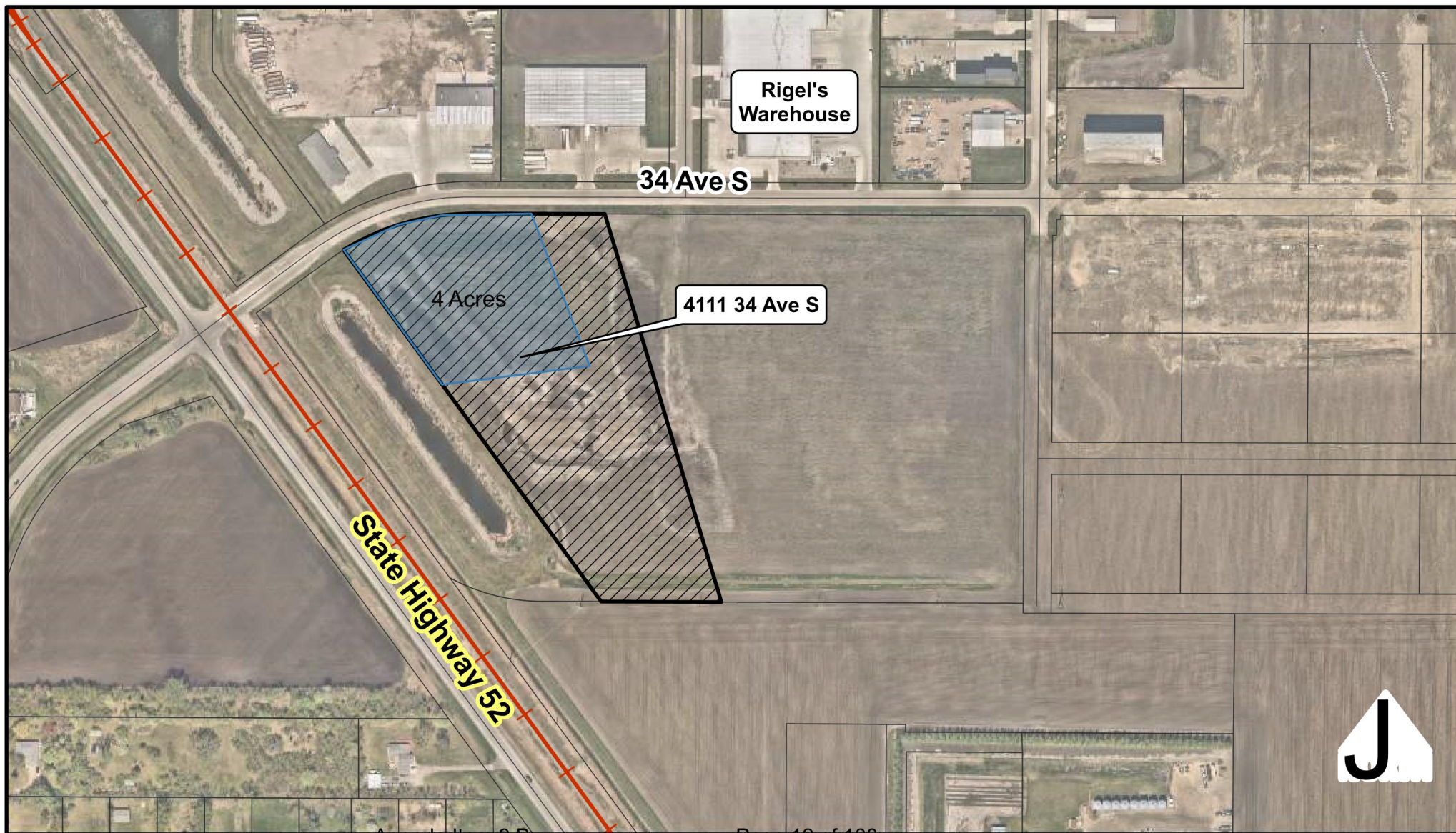
Dan Mahli, City Manager
Derrick LaPoint, DMI/Economic Development
Amy Thorpe, Economic Development Program Administrator

Attachments: General Location Map
 Draft Resolution



GENERAL LOCATION MAP

VISION RENTALS LLC
4111 34 Ave S - Moorhead MN
Parcel ID: 58.420.0040



RESOLUTION

Resolution to Approve a Property Tax Exemption for Vision Rentals LLC to construct a commercial-industrial building located at 4111 34 Ave S (58.420.0040)

WHEREAS, Vision Rentals LLC, leasing to MinKo Construction Inc., desires to construct new (approximately) 21,000 square foot commercial building located at 4111 34 Ave S (58.420.0040); and

WHEREAS, the City of Moorhead, pursuant to Minnesota Statute Chapter 469.1732, Subdivision 1, has 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 form filed in accordance with applicable City procedures, policy, and guidelines from Marla Blakeway on behalf of Vision Rentals LLC requesting the following tax incentives: exemption from property taxation; and

WHEREAS, the application form filed with the City and all associated documentation are complete and have been reviewed and evaluated by City staff; and

WHEREAS, proper notice to competitors pursuant to Minnesota Statute Chapter 469.1734, Subdivision 7, was published twice in the City's official newspaper on September 28, 2023, and October 5, 2023, respectively; and

WHEREAS, Vision Rentals LLC, leasing to MinKo Construction Inc., is a qualifying business as defined in Minnesota Statute 469.1734; and

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

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

1. The City Council of the City of Moorhead hereby finds that granting an exemption from property taxation to Vision Rentals LLC, leasing to MinKo Construction Inc., is necessary to enable Vision Rentals LLC, leasing to MinKo Construction Inc., 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 in this resolution, the corresponding Tax Incentive Agreement, and the Laws of Minnesota.
3. The City of Moorhead hereby approves the application and grants Vision Rentals LLC, leasing to MinKo Construction Inc., 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 is approved for the category in which it falls. Based on an estimated \$1,600,000 new assessed building value, the exemption would be for a period of 5 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 Vision Rentals LLC, leasing to MinKo Construction Inc.
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 Vision Rentals LLC, leasing to MinKo Construction Inc., and the City executing the Tax Incentive Agreement

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Consider Actions Relating to Declaration of a Hazardous Building – 1522 4 Ave N, Parcel No. 58.218.0320

RECOMMENDATION:

The Mayor and City Council are asked to consider the following actions relating to property at 1522 4th Ave N, Parcel No. 58.218.0320 and legally described as the East 75 feet of Lots 8-11 Block 34 Elders 1st Addition:

- A. Declare 1522 4th Avenue North structure a hazardous building under Minnesota Statute 463 and order the owner of the hazardous building to correct or remove the hazardous conditions of the building; and
- B. Authorize agreement(s) necessary to abate the hazardous conditions of 1522 4th Avenue North by demolition if the owner fails to address the hazardous conditions.

BACKGROUND/KEY POINTS:

1522 4th Ave N is owned by J. Baumgartner. The residential dwelling on the property was extensively damaged by fire on September 4, 2023. The extent of the fire damage is estimated at 80% of the building value.

After no actions were taken following the fire damage, the owner was sent a letter on October 4, 2023, outlining the hazardous conditions and timeline for required removal or repair. The timeline for required repair or removal included:

- On or before November 6, 2023: Hire a contractor to remove or renovate the dangerous building conditions
- On or before November 30, 2023: Remove or renovate the dangerous building conditions

It is recommended that the two resolutions relating to the hazardous conditions of the building be approved to assure progress on the building if the owner does not do so. If the owner does abate the hazardous conditions, no abatement action will be necessary.

If approved by the Mayor and City Council, the Hazardous Building Removal Order will be served on the property owner, filed with the District Court Administrator, and published in the official newspaper of the City. Once the compliance period has ended, the City will request the Court's approval to enforce the Order.

Estimated Timeline:

- November 6, 2023: Notice sent to property owner and all lien holders of record of the City Council consideration to declare the property as hazardous on November 27, 2023.
- November 27, 2023: Consideration of hazardous building actions by the City Council.
- November 30, December 7, 14, and 21, 2023: Notice of the hazardous building actions



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approved by the City Council published in The Extra.

- November 30, 2023: Deadline for the owner to remove or renovate the building.
- December 21, 2023 or after: Request Court Order to remove the hazardous conditions.
- 1st Quarter 2024: Abate the hazardous property conditions if not addressed by the owner.

FINANCIAL CONSIDERATIONS:

A Request for Proposals will be utilized to find a contractor for the demolition if the property owner does not address the hazardous building conditions. The demolition and abatement costs will be funded through the Special Assessment Debt Service fund and assessed to the property.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Kristie Leshovsky, Community Development Director

Attachments: Draft Resolution – Declaration of Hazardous Building
Draft Resolution – Authorize Agreement(s) to abate hazardous conditions

RESOLUTION

Resolution Declaring Building at 1522 4th Avenue North as a Hazardous Building under Minnesota Statute 463 and Ordering the Owner to Correct or Remove the Hazardous Conditions of the Building

ORDER

(Pursuant to Minn. Stat. §§ 463.16 through 463.17)

TO: James Baumgartner
1522 4th Ave N
Moorhead, MN 56560

WHEREAS, pursuant to Sections 463.15 through 463.261 of the Minnesota Statutes, the City Council of the City of Moorhead, Minnesota (the “City Council”), having considered the matter on November 27, 2023, finds the hereinafter described property to be a hazardous building:

FINDINGS OF FACT

I.

James Baumgartner (the “Owner”) is the owner of property located at 1522 4th Avenue North, Moorhead, Minnesota 56560 (the “Property”), identified as parcel number 58.218.0320 and legally described as:

The East 75 feet of Lots 8-11 Block 34 Elders 1st Addition to the City of Moorhead, Clay County, Minnesota.

II.

The Property contains a house (the “Structure”), detached garage, and shed. See photos included in **Exhibit A**.

III.

After a thorough search of the Clay County Recorder’s records, it has been determined that the Owner is the sole individual or entity claiming an interest in the Property. See **Exhibit B**.

IV.

On or about September 4, 2023, the Structure was significantly damaged by a fire.

V.

On September 7, 2023, the City Assessor inspected the Structure. The results of the inspection are attached as Exhibit A and are summarized as follows:

The interior and exterior of the structure were damaged by the fire. The interior is significantly damaged by fire and smoke throughout the home. The fire in the middle of the home caused the roof to collapse. Outside of the foundation, most components of the home, including the basement stairs, floor joist and deck, floor covering, exterior walls, siding, insulation, windows and doors, roof trusses/deck/shingles, roof insulation, interior stud walls/drywall/finishing, all plumbing and electrical, HVAC, and kitchen and bathroom cabinets and finishes, will need to be repaired or replaced.

VI.

The City Assessor, relying upon his knowledge, education, training, and experience, has determined that the replacement value of the Structure as of September 7, 2023, was ONE HUNDRED FORTY THOUSAND FOUR HUNDRED DOLLARS (\$140,400.00). See Exhibit A. Further, he found that components of the Structure that would need to be repaired or replaced represent approximately eighty percent (80%) of the replacement cost new or \$112,320.

\$140,400	replacement cost
\$112,320	80% of components damaged
<u>\$20,000</u>	cleanup and demolition
\$132,320	total damage estimate
<u>\$105,000</u>	2023 Assessed EMV (Land + Improvements)
126.02%	Total damage estimate

Accordingly, the City Assessor concluded that the Structure has been damaged in excess of eighty percent (80%) of the replacement cost of the Structure and estimated that the damage was likely a total loss.

VII.

On or about October 4, 2023, City Staff sent a letter to the Owner of the Property regarding the code requirements relating to the condition of the Structure on the Property in an effort to have

the Owner voluntarily repair or remove the hazardous conditions of the Structure on the Property. The letter set a November 6, 2023, deadline for the Owner to hire a contractor to remove or renovate the hazardous conditions of the Structure and set a November 30, 2023, deadline for the Owner to remove or renovate the hazardous conditions of the Structure.

VIII.

On or about November 6, 2023, City Staff sent a letter to the Owner regarding a removal notice and anticipated action by the City Council at their November 27, 2023, meeting to declare the Structure a dangerous building.

IX.

To date, the Owner has neither repaired nor removed the hazardous conditions of the Structure.

X.

The City Council concludes that a reasonable deadline for the Owner to correct, repair, or remove the hazardous condition of the Structure or to raze or move the Structure is on or before November 30, 2023.

XI.

From the foregoing Findings of Fact, the City Council now makes the following:

CONCLUSIONS OF LAW AND ORDER

1. The City Council adopts, as factual findings, all of the above recitals.
2. The City Council concludes that the Structure is unsafe and a hazard to public health under the Moorhead City Code and that the Structure is a hazardous building as that term is defined by Minn. Stat. § 463.15.
3. Pursuant to the foregoing findings and in accordance with Minn. Stat. § 463.15, the City Council orders the Owner to remedy the deficiencies of the Structure set forth in Exhibit A on or before November 30, 2023. The repairs must be completed in compliance with all applicable codes and regulations and pursuant to proper permits from the City.

4. If the Owner does not repair the above-described deficiencies of the Structure, the City Council orders that the Structure be razed, the foundations filled, and the Property left free of debris, in compliance with all applicable codes and regulations and pursuant to proper permits from the City, on or before November 30, 2023.

5. If the Owner does not repair the above-provided deficiencies of the Structure or raze the Structure in accordance with the preceding section on or before November 30, 2023, or if the Owner does not serve an answer upon the City of Moorhead in response to this Order within twenty (20) calendar days from the service of this Order, the City will file a motion for summary enforcement of this Order with the District Court of Clay County, Minnesota.

6. The City Council further orders that the Owner immediately secures the Property and that the Owner completely secures all openings to the buildings and other hazards located upon said Property so no access is available.

7. The City Council further orders that if the City of Moorhead is compelled to raze, remove, repair, or correct the Structure, all necessary costs expended by the City of Moorhead will be specially assessed against the real estate on which said Structure is located and collected as are other taxes.

8. The City Council further orders that the Owner remove all personal property and/or fixtures that will reasonably interfere with the work on or before November 30, 2023. If the personal property and/or fixtures are not removed and the City enforces this Order, the City may sell personal property, fixtures, and/or salvage materials at a public auction after three (3) calendar days posted notice.

9. The City Attorney is authorized to take all necessary legal steps to effectuate service of this Order in the manner required by state and/or local law.

10. The City Attorney and City Staff are further authorized to take all necessary legal steps to secure compliance with the Order and to obtain authority to remove and abate the hazardous conditions on the Property by court order and assess the costs thereof, including all administrative costs, against the Property.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

EXHIBIT A



Damage Assessment
1522 4th Avenue North
Parcel 58.218.0320

Damage Date: September 4, 2023
Site inspection: Inspected by Nathan Aakre and Stephen Rolczynski on September 6, 2023
Date prepared: September 7, 2023
Conducted by: Nathan Aakre, City Assessor

Observations: Fire in the middle of the home worked its way through the house, causing significant fire and smoke damage throughout the home and the roof to collapse. Initial estimate by the fire department was \$100,000 in damage, likely a total loss. Most components of the home will likely need to be repaired or replaced, including the following: basement stairs, floor joist and deck, floor covering, exterior walls, siding, insulation, windows and doors, roof trusses/deck/shingles, roof insulation, interior stud walls/drywall/finishing, all plumbing and electrical, HVAC, and kitchen and bathroom cabinets and finishes. The detached garage and storage shed appear to be unharmed by the fire.

Calculation of Damage Valuation: Moorhead's property assessment system calculates the replacement cost of this structure (new) to be \$140,400 for the house, not including the detached garage. The components listed above that would need to be repaired or replaced represent approximately 80% of that replacement cost new, which is approximately \$112,320. The cost of cleanup of the damage and demolition of damaged materials would likely add an additional \$20,000.

The 2023 assessed value of the property is \$105,000. The total damage estimate is \$132,320, which exceeds 50% of the current value and therefore would reach the minimum requirements for the fire escrow program.

\$140,400	replacement cost
\$112,320	80% of components damaged
<u>\$20,000</u>	cleanup and demolition
\$132,320	total damage estimate
<u>\$105,000</u>	2023 Assessed EMV (Land + Improvements)
126.02%	Total damage estimate

Since the damage exceeds 50%, the City of Moorhead will also prorate the existing 2023 assessed value:

8 months good (8/12) x \$105,000 = \$70,000
4 months damaged (4/12) x \$27,400 (land and garage EMV less \$20,000 demo) = \$9,133
Prorated 2023 EMV = \$79,100

Nathan Aakre
City Assessor



EXHIBIT B

Clay County Auditor
Treasurer

Lori J. Johnson
Clay County Auditor-Treasurer
3510 12th Ave S
Moorhead, MN 56560
(218) 299-5011
cctreasurer@co.clay.mn.us

Clay County Parcel Information		
Parcel ID	Status	Last Update
58.218.0320	Active	11/8/2023 12:51:56 AM
Tax Payer: BAUMGARTNER JAMES 1522 4TH AVE N MOORHEAD, MN 56560		Property Address: 1522 4TH AVE N MOORHEAD MN 56560
TAG		Lender:
Legal Description		
SubdivisionName ELDERS 1ST ADD Lot 008 Block 034 SubdivisionCd 58218		

Tax Bills						
Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Due Date	Amount Due
2023	\$2,156.00	\$0.00	\$215.60	\$0.00	5/15/2023	\$2,371.60
2022	\$1,624.00	\$0.00	\$203.00	\$157.97	5/16/2022	\$1,984.97
2021	\$1,270.00	\$0.00	\$122.95	\$266.98	5/17/2021	\$1,659.93
2020	\$1,244.00	\$1,268.88	\$0.00	\$0.00	5/15/2020	\$0.00
2019	\$1,160.00	\$1,416.20	\$0.00	\$0.00	5/15/2019	\$0.00
Total						\$6,016.50

Important Information

To Pay Online:

- Select a **payment option** in the "**Pay Online**" box on the far right hand side of the page (scroll to the right). Click on "**Add to Cart**".
- An **amount** will not appear in the "**Cart**" box on the right hand side of the page until you have selected the form of payment in the "**Cart**" box.
- From the "**Cart**" box you can "**Edit**" your selections **and/or** proceed with the "**Checkout**" process.

Payment amounts exceeding \$99,999.99 must be processed in two separate payments.



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This site is best viewed using Google Chrome, Internet Explorer 11, Mozilla Firefox or Safari.

RESOLUTION

Resolution to Authorize Agreement(s) Necessary to Abate the Hazardous Conditions of 1522 4th Avenue North by Demolition if the Owner Fails to Address the Hazardous Conditions

WHEREAS, the City Council of the City of Moorhead declared 1522 4th Avenue North a hazardous building on November 27, 2023; and

WHEREAS, the City Council has ordered the City take actions to raze and abate all hazardous conditions at the property if not addressed by the owner by November 30, 2023.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the Mayor and City Manager are directed and authorized to advertise, award, and execute any agreements necessary and approved by the City Attorney to facilitate the removal of the hazardous building and conditions at 1522 4th Avenue North.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to approve the sale of City-owned land located at 4111 34 Ave S (58.420.0040) to Vision Rentals LLC

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to approve the sale of City-owned land located at 4111 34 Ave S (58.420.0040) to Vision Rentals LLC.

BACKGROUND/KEY POINTS:

Vision Rentals LLC, leased to a closely related company MinKo Construction Inc., has submitted an offer to purchase a four-acre portion of a parcel in the MCCARA Industrial Park owned by the City of Moorhead. A survey is being drafted to provide the size and shape desired by the business.

Project. The project is to construct an approximately 21,000 square foot building. It will include offices, conference room, breakroom(s), bathrooms, and a shop/warehouse with overhead doors. The company will retain their current employees (approximately 30 fulltime) which are primarily based at their Horace ND location. The business anticipates construction starting as soon as possible.

Development Review. There are development covenants for the MCCARA Third Addition (where the project is located) and the project may be reviewed by the MCCARA Development Control Board once construction plans are available. The project will meet all standard zoning requirements of the Light Industrial Zoning district as well as all state and local building code requirements.

Proceeds. It is recommended that 75% of the proceeds from this sale be placed in a Building Improvement Fund for projects to correct "red rated" facility deficiencies identified in the Facilities Condition Assessment, to replace or repair neighborhood park recreation centers, or to address other capital facility needs. The remaining 25% shall be placed in an account for future development expenses or opportunities for items including but not limited to appraisals, closing costs, surveys, building/site reports, downtown improvements, etc.

FINANCIAL CONSIDERATIONS:

The City Council reviewed an offer to purchase during an executive session at the October 23, 2023, meeting. The final Purchase Agreement terms shall be to the satisfaction of the City Manager and City Attorney as to the intent of the Moorhead City Council on that date.



City Council Communication

November 27, 2023

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager

Derrick LaPoint, DMI/Economic Development

Amy Thorpe, Economic Development Program Administrator

Attachments: Draft Resolution

RESOLUTION

Resolution to approve the sale of City-owned land located at 4111 34 Ave S (58.420.0040) to Vision Rentals LLC

WHEREAS, the City-owned property located at 4111 34 Ave S (58.420.0040) has been offered for sale and published in the City's legal newspaper on February 23, 2023; and

WHEREAS, an offer to purchase four acres of the eleven-acre the property was presented by Vision Rentals LLC, a Minnesota limited liability company, according to the terms and conditions negotiated and presented to the City Council in the attached communication; and

WHEREAS, the property was purchased by the City for the purpose of economic development to increase the community's long-term vitality through the creation of new jobs, increasing employment opportunities for Moorhead residents, and expanding Moorhead's tax base; and

WHEREAS, Vision Rentals LLC intends to construct an approximately 21,000 square foot corporate headquarters, office, and shop building to be leased to a closely related company, MinKo Construction Inc., on the property; and

WHEREAS, 75% of the proceeds from this sale be placed in a Building Improvement Fund for projects to correct "red rated" facility deficiencies identified in the Facilities Condition Assessment, to replace or repair neighborhood park recreation centers, or to other address capital facility needs. The remaining 25% shall be placed in an account for future development expenses or opportunities for items including but not limited to appraisals, closing costs, surveys, building/site reports, downtown improvements, etc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the Mayor and City Manager are authorized to enter into and execute any documents necessary for the sale of the City-owned located at 4111 34 Ave S (58.420.0040) to Vision Rentals LLC, the final terms of which shall be to the satisfaction of the City Manager and City Attorney as to the intent of the Moorhead City Council.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to Approve Various Actions for 2023 – 2024 Petitioned Sewer & Water Services (Eng. No. 24-A6-1) and Petitioned Concrete Repairs (Eng. No. 24-A7-1)

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution accepting petitions, ordering and receiving the Engineer's report, ordering and approving plans and specifications, and ordering improvements for the above-referenced projects.

BACKGROUND/KEY POINTS:

Throughout the construction season, the Engineering Department receives petitions from individual property owners for private work within the right-of-way, consisting of installation or repair of private sewer and water service connections to the public mains, and/or miscellaneous concrete repairs adjacent to their property. These miscellaneous requests are not part of any City underground utility or street project. Typically, the private property owner discovers a problem that requires immediate repair. Historically, the Mayor and Council have approved the use of the special assessment process (Minnesota Statutes §429) as a means of financing the improvements/repairs. This process allows the homeowner to request that the City finance the improvement and for the City to recover the cost through a special assessment to the property. Since the service repairs are typically an emergency situation (i.e., the property owner cannot occupy the home without having sewer and water service), and the concrete repairs (if not ADA-compliant) can be a significant liability if not promptly corrected upon their discovery, it is not reasonable to delay action until after the next available Council meeting.

Tonight's action will allow City staff to accept petitions for various projects and facilitate the completion of these projects without delay. Sewer service repair guidelines are available on the City's website at www.cityofmoorhead.com. In accordance with the City policy and Minnesota Statutes, private property owners are responsible to solicit quotes for the repair work, to select their preferred contractor, and to sign a petition requesting that the City finance the improvements and assess 100% of the cost to their property. Staff recommends that this Council Communication be adopted as the preliminary engineering report. This report finds the improvements are feasible to construct and necessary (functioning services are necessary for the property to be occupied and safe sidewalks are necessary for the public good), cost-effective (the property owner has solicited and approved the quote as stated in the petition), and that they should best be completed as a stand-alone project because it is not reasonable to wait to combine the improvements with other projects. Staff further recommends that the City Engineer be designated as the engineer for the proposed improvements, that the Council order the improvements to be constructed as soon as possible in accordance with the property owner's schedule and in accordance with the standard details and specifications for utility service installation, street patches and miscellaneous concrete repairs that have been prepared by the City Engineer.



City Council Communication

November 27, 2023

FINANCIAL CONSIDERATIONS:

The estimated cost of the sewer and water service repairs is variable, depending on the depth of the service, the scope of the repair and the extent of the street patching, and typically ranges from \$10,000 to \$40,000 per service. The estimated cost of the individual miscellaneous concrete repairs typically ranges from \$500 to \$5,000, depending on the extent of the repairs. The assumed total aggregate project cost is approximately \$300,000, although it can be more or less depending on the number of requests, and will be paid through the PIR Fund and assessed to the benefiting properties.

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Sylvia Lizotte, Office Specialist

Attachments:

RESOLUTION

Resolution to Approve Various Actions for 2023 – 2024 Petitioned Sewer & Water Services (Eng. No. 24-A6-1) and Petitioned Concrete Repairs (Eng. No. 24-A7-1)

WHEREAS, throughout the year, the City of Moorhead receives petitions from 100% of the benefiting property owners for Miscellaneous Sewer & Water Service Installations and Repairs (Eng. No. 24-A6-01) and Miscellaneous Concrete Repairs (Eng. No. 24-A7-01); and

WHEREAS, the City Engineer has prepared a report investigating the general need, cost, and feasibility of typical service installations/repairs and miscellaneous concrete repairs, and determined that each service repair and concrete repair should be completed as a stand-alone project; and

WHEREAS, prior to submitting petitions for the specific improvements, the property owners have investigated the need, cost, and feasibility of constructing the improvements and reviewed this supplementary information with City staff; and

WHEREAS, it is proposed to use the City's standard details that have been prepared by the City Engineer as the plans and specifications for the proposed improvements; and

WHEREAS, it is proposed to finance the improvements through the PIR Fund and to assess the project cost to the benefiting properties in accordance with MSA 429 and the City's Assessment Policy.

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

1. The aforementioned petitions requesting Miscellaneous Sewer and Water Service Installations and Repairs and Miscellaneous Concrete Repairs, upon their review and approval by City staff, are hereby declared to be signed by the required percentage of owners of property affected thereby. This declaration is made in conformity to Minnesota Statutes, Section 429.035.
2. The proposed improvements are hereby referred to the City Engineer. He is instructed to report and advise to the Council, with all convenient speed, in a preliminary way as to whether the proposed improvements are necessary, cost-effective and feasible, should be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.
3. Said report has been received by the Council on November 27, 2023, and determined generally that the improvements are necessary, cost-effective, and feasible, and that they should best be completed as multiple independent projects. Supplementary reports for the specific service improvements are the responsibility of the benefiting property owners, and will be reviewed and approved by the City Engineer prior to constructing the improvements.
4. The estimated total cost for the proposed improvements is \$300,000 in aggregate, but could be more or less, dependent upon the number of petitions received.
5. Such improvements are hereby ordered as proposed in the Council resolution dated November 27, 2023.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to Support Federal and State Grant Applications

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to support a Local Road Improvement Program (LRIP) grant application solicited through the State of Minnesota, and four applications for Federal funding solicited through the Fargo-Moorhead Metropolitan Council of Governments (Metro COG).

BACKGROUND/KEY POINTS:

The Local Road Improvement Program (LRIP), established in MN Statute 174.52, has three types of funding accounts which provide assistance to local agencies (counties, cities, and townships) for transportation projects: Trunk Highway Corridor Projects, Routes of Regional Significance, and Rural Road Safety. In 2023, the State Legislature appropriated approximately \$103M in funds for the program. Funds are available for construction projects on qualifying local roads in 2024, 2025, or 2026. Applicants may request up to \$1.5M per project. The grant program is highly competitive so there is no guarantee of funding. MnDOT issued a solicitation for grant applications on September 12, 2023. Grant applications are due December 8, 2023, with award notices anticipated in March 2024.

Metro COG, acting as lead for the metropolitan Transportation Management Area (TMA), receives a direct allocation of Federal funds to distribute to member jurisdictions for qualifying projects. The funds available to Minnesota agencies of the TMA (Moorhead, Dilworth, MATBus and Clay County) include \$1,093,040 in Surface Transportation Block Grant (STBG) funding in Fiscal Year (FY) 2028, \$120,000 in Carbon Reduction Program (CRP) funding per year in FY 2025, 2026 and 2027, and \$140,000 in Transportation Alternatives (TA) funding in FY 2027. These funds may only be spent on projects on Federally recognized functionally classified roadways. Metro COG issued a solicitation for this funding on October 6, 2023, and applications are due by November 30, 2023. Staff from Moorhead, Dilworth, MATBus and Clay County met to discuss the available funding and discuss which projects are the most suitable candidates to be proposed for the available funds.

Staff recommends that the City submit a joint application with the City of Dilworth for both LRIP funding and for the FY 2025 CRP funding for improvements to 34th St from 4th Ave S to 3rd Ave N. This roadway is functionally classified as a minor arterial and is included in the City's 5-Year Capital Improvement Plan (CIP). This project was originally planned for construction in 2023 but was delayed due to lack of funding. The plans are currently 90% complete and staff anticipates bidding this project sometime between September 2024 and February 2025 and constructing the project in 2025. The improvements will include full reconstruction north of TH10, and pavement rehabilitation south of TH10, reconstruction of the existing shared-use path, construction of new sidewalk north of TH 10, and the construction of a traffic signal at 4th Ave S. The segment of road north of TH10 is shared with the City of Dilworth and staff has been working closely with Dilworth on the development of this project.



City Council Communication

November 27, 2023

Staff also recommends that the city submit a joint application with the City of Dilworth for the FY 2027 TA funding and the FY 2028 STBG funding for improvements to 34th St N from 3rd Ave N to 28th Ave N/CSAH 18. This roadway is functionally classified as a minor arterial and is included in the City's CIP for construction in 2027. The proposed improvements will include a bituminous mill & overlay, reconstruction of the shared-use path, and ADA and transit stop improvements. This roadway is also shared with the City of Dilworth and staff has been working closely with Dilworth on the development of this project.

Staff also recommends that the City submit an application to use FY 2026 CRP funding to replace existing lighting along minor arterial corridors with energy-efficient LED lighting; similar to a project funded and included in the City's CIP for 2024.

FINANCIAL CONSIDERATIONS:

Each of these sources of funding may only be applied to up to 80% of the actual construction costs. The city will be responsible for providing the local match of 20% of the actual construction cost, plus any other costs (engineering, administrative, right-of-way, etc.). For the projects to be shared with Dilworth, it is proposed that the grant funding be shared based on the terms of the road maintenance agreement. The matching funding will come from a mix of Federal, State and local funding and will be identified in the CIP.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Tom Trowbridge, Assistant City Engineer
Bob Zimmerman, Engineering Director
Sylvia Lizotte, Office Specialist

Attachments:

RESOLUTION

Resolution to Support Federal and State Grant Applications

WHEREAS, the Minnesota Department of Transportation has issued a solicitation for the Local Road Improvement Program (LRIP) for projects that must be constructed in 2024, 2025 or 2026; and

WHEREAS, the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) has issued a solicitation for three Federal funding programs – Surface Transportation Block Grants (FY 2028), Transportation Alternatives (FY 2027) and Carbon Reduction Program (FY 2025, FY 2026 and FY 2027); and

WHEREAS, City of Moorhead staff has met with the other local agencies that are eligible to request this funding (City of Dilworth, MATBus and Clay County) and have worked together to select various projects that are the best candidates for these competitive solicitations; and

WHEREAS, the Cities of Moorhead and Dilworth have a joint maintenance agreement for 34th St N where the two Cities share in the cost of maintenance and in the use of Federal and State funds for the segment of roadway from TH 10 to 15th Ave N.

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

1. A Local Road Improvement Program grant application to be shared with the City of Dilworth for Improvements on 34th St from 4th Ave S to 3rd Ave N (Eng. No. 23-02-01); and
2. A Carbon Reduction Program grant application for FY 2025 funding to be shared with the City of Dilworth for Improvements on 34th St from 4th Ave S to 3rd Ave N (Eng. No. 23-02-01); and
3. A Carbon Reduction Program grant application for FY 2026 funding for replacement of street lights with energy-efficient LED lights; and
4. A Transportation Alternatives grant application for FY 2027 funding to be shared with the City of Dilworth for 34th St N from 3rd Ave N to 28th Ave N/CSAH 18; and
5. A Surface Transportation Block Grant application for FY 2028 funding to be shared with the City of Dilworth for 34th St N from 3rd Ave N to 28th Ave N/CSAH 18.

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

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Second Reading of Ordinance 2023-09: An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations, and Section 2, Provisional and Conditional Use Requirements, relating to Micro-Dwelling Unit Sacred Community

RECOMMENDATION:

The Mayor and City Council are asked to consider second reading of Ordinance 2023-09: An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations, and Section 2, Provisional and Conditional Use Requirements, relating to Micro-Dwelling Unit Sacred Community.

BACKGROUND/KEY POINTS:

On May 24, 2023, a new law was approved in Minnesota allowing faith communities to develop micro-dwelling units on their property to house persons who are chronically homeless, very low-income and designated volunteers. The law takes effect January 1, 2024; therefore, the City of Moorhead is updating its zoning ordinance accordingly.

Staff is recommending faith communities be required to request a Conditional Use Permit for the micro-dwelling use to ensure requirements and conditions outlined in Title 10, Chapter 4, Conditional Use Permits, of the Moorhead City Code are met. The Planning Commission reviewed the proposed use table additions at its November 6, 2023 meeting and unanimously recommend approval of the proposed zoning changes with one public comment advocating for this type of community development.

The complete Planning Commission packet is available at: [City of Moorhead : Planning Commission](#). The new law requirements can be found at: [MN Statute 327.30](#). The City Council approved a first reading of the Ordinance on November 13, 2023.

FINANCIAL CONSIDERATIONS:

Not Applicable

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager

Robin Huston, City Planner / Zoning Administrator

Attachments: Ordinance 2023-09 - Text Amendment

ORDINANCE 2023-09

AN ORDINANCE TO AMEND AND REENACT TITLE 10, CHAPTER 18, SECTION 1, USE REGULATIONS, AND SECTION 2, PROVISIONAL AND CONDITIONAL USE REQUIREMENTS, RELATING TO MICRO-DWELLING UNIT SACRED COMMUNITY

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

Title 10, Chapter 18, Section 1 and 2 of the Moorhead Municipal Code is hereby amended and reenacted to read as follows (unchanged portions of the use table have been omitted from the text below):

NEW

SECTION 1. USE REGULATIONS

Use Category (General)	Use Type (Detailed)	Residential Districts						
		RLD-0	RLD-1	RLD-2	RLD-3	RMD-1	RMD-2	RHD-1
	...							
Religious institutions/group assembly/membership organizations		CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)
Religious institution micro-dwelling unit sacred community		<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>
	...							

Use Category (General)	Use Type (Detailed)	Mixed Use Districts			Commercial Districts			Industrial Districts	
		MU-1	MU-2	MU-3	NC	CC	RC	LI	HI
	...								
Religious institutions/group assembly/membership organizations		CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	CU (L)	
Religious institution micro-dwelling unit sacred community		<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	<u>CU (EE)</u>	
	...								

SECTION 2: PROVISIONAL AND CONDITIONAL USE REQUIREMENTS

EE. Micro-Dwelling Unit Sacred Community: As stated in Minnesota Statutes 327.30 added by Chapter 53, Article 11, Section 57, approved on May 24, 2023, a Micro-Dwelling Unit Sacred Community shall be considered a conditional use of property for the purposes of zoning and other land use regulations and must meet all regulations contained within 327.30.

This Ordinance shall take effect January 1, 2024 and after publication in accordance with the Moorhead City Charter.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

First Reading: 11/13/2023
E-Post: 11/17/2023
Second Reading: 11/27/2023
Publication:

RESOLUTION

Resolution to Approve Title & Summary of Ordinance 2023-09: An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations, and Section 2, Provisional and Conditional Use Requirements relating to Micro-Dwelling Unit Sacred Community

WHEREAS, the City Council of the City of Moorhead did pass Ordinance 2023-09: An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations, and Section 2, Provisional and Conditional Use Requirements relating to Micro-Dwelling Unit Sacred Community; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Title and Summary for Ordinance 2023-09: An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations, and Section 2, Provisional and Conditional Use Requirements relating to Micro-Dwelling Unit Sacred Community is hereby approved. A copy of said Title and Summary was before the City Council and is now of record and on file in the Office of the City Clerk.

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

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

TITLE AND SUMMARY OF ORDINANCE 2023-09

The following Ordinance is hereby published by Title and Summary:

1. Title of Ordinance

An Ordinance to Amend and Reenact Title 10, Chapter 18, Section 1, Use Regulations, and Section 2, Provisional and Conditional Use Requirements, relating to Micro-Dwelling Unit Sacred Community

2. Summary of Ordinance

An Ordinance which Amends and Reenacts Title 10, Chapter 18, Section 1, Use Regulations, and Section 2, Provisional and Conditional Use Requirements, relating to Micro-Dwelling Unit Sacred Community

3. Availability of Ordinance

A complete, printed copy of this Ordinance is available for inspection by any person during regular business hours in the Office of the City Clerk, Third Floor, City Hall, 500 Center Avenue, Moorhead, MN.

The Ordinance was passed by the City Council of the City of Moorhead this 27th day of November, 2023.

First Reading: 11/13/2023
Second Reading: 11/27/2023
Publication:



City Council Communication

November 27, 2023

SUBJECT:

Resolutions to authorize an allocation of Statewide Affordable Housing Aid (SAHA) to Clay County Housing and Redevelopment Authority and issue a Request for Affordable Housing Proposals with respect to the remainder of 2023 and 2024 SAHA resources

RECOMMENDATION:

It is recommended that the Mayor and City Council take the following actions with regard to a new Statewide Affordable Housing Aid (SAHA) enacted by the Minnesota Legislature certified payable to the City of Moorhead in 2023 and 2024:

- Issue a Request for Affordable Housing Development and Rehabilitation Proposals
- Allocate \$85,000 of SAHA resources to Clay County Housing and Redevelopment Authority for rehabilitation of existing public housing units and/or other housing units owned by Moorhead Public Housing Agency/Clay County Housing and Redevelopment Authority

BACKGROUND/KEY POINTS:

The 2023 Minnesota Legislature enacted the SAHA program to assist counties, tribal governments, and greater Minnesota local governments to develop and preserve affordable housing within their jurisdictions to keep families from losing housing and to help those experiencing homelessness find housing. Recipients will receive SAHA allocations in in December 2023 and in July and December 2024. Funding will continue in 2025 and beyond at a reduced level unless changes to the program/budget are made in a future legislative session.

Clay County and the City of Moorhead will both receive SAHA funding.

- Moorhead's allocation is \$260,817 in each of 2023 and 2024, for a total of \$521,634
- Clay County's allocation is \$160,402 in each of 2023 and 2024, for a total of \$320,804.

Moorhead's household count is included within Clay County's aid calculation. The city distribution factor is the number of households in a city that are cost-burdened divided by the total cost-burdened households in eligible cities. A "cost-burdened household" is one in which the gross rent is 30 percent or more of household income or in which homeownership costs are 30 percent or more of household income. Counties receive a base aid plus a cost-burdened household factor based on the total of all households in the county.

In August 2023, the City Council approved its consent to Clay County HRA for a 2024 special benefit tax of \$500,000; the HRA has since proposed reducing this levy should the City and County provide allocations of SAHA resources to offset a lower levy amount. The HRA's request of the City of Moorhead is \$85,000. Given the extensive needs of existing affordable housing units and the opportunity to reduce the HRA special benefit tax to the benefit of property taxpayers, the Council may deem it appropriate to approve this set aside.



City Council Communication

November 27, 2023

It is suggested that the remaining 2023 and 2024 SAHA funds of \$436,634 be allocated by means of a request for proposals for new construction and rehabilitation of affordable housing. Minnesota Housing Finance Agency issues its own Request for Proposals in the spring of each year, and development proposals receive added points for local contributions. The SAHA funds are considered a local match, and the City would have the potential to leverage resources to multiply the outcomes of this funding. This possibility is especially attractive with the significant budget resources the state allocated toward affordable housing in 2023. The HRA could seek additional funds from the City's RFP also.

Staff has had initial conversations with colleagues at Minnesota Housing about how to best leverage funds when there may be multiple funding applications seeking funding in the summer, and state funding awards will not be known until late in the year. This question is under review by Minnesota Housing and may have a bearing on the RFP timing, but it is anticipated the City's proposal decisions would be made in time to assist developers with leverage for 2024 proposals.

FINANCIAL CONSIDERATIONS:

The City of Moorhead will receive \$260,817 SAHA funding for affordable housing in December 2023, and an additional \$260,817 SAHA funding will be distributed in equal payments in July and December 2024. Clay County HRA has requested an \$85,000 set aside which will allow the agency to reduce its 2024 property tax levy. It is proposed that the remaining \$436,634 be allocated by means of an RFP to leverage this locally controlled resource to attract state and federal match.

Voting Requirements: Majority of Quorum

Submitted By:

Dan Mahli, City Manager
Lisa Bode, Governmental Affairs Director

Attachments: Clay County Housing & Redevelopment Authority Request

To: City of Moorhead Council Members and Staff

From: Dara A. Lee, Executive Director; Dawn Bacon, Deputy Director; Clay County HRA

Date: November 15, 2023

Re: Statewide Affordable Housing Aid Request

On August 28, the Moorhead City Council consented to a Special Benefit Tax of \$500,000 that was levied by the Clay County HRA Board of Commissioners for 2024. Since that time, information has come out about a new program called the Statewide Affordable Housing Aid (SAHA). This program was created in the last state legislative session to provide funding to counties and cities to use for the preservation and production of affordable housing. Legislative leaders have requested that funds be obligated and expended as quickly as possible.

The Clay County HRA has been closely reviewing the eligible uses for SAHA and the needs associated with the recent levy amount adopted. The HRA board recently passed a resolution to lower the 2024 HRA levy to \$250,000 with the intent of pursuing SAHA funds from the City of Moorhead and Clay County to address the reduction.

The City of Moorhead total allocation under SAHA for 2023 is \$260,817. It has been allocated an additional \$260,817 for 2024. This memo is to request \$85,000 of the SAHA allocation be designated to address needs associated with the HRA levy reduction within Moorhead. This funding would go to making critical improvements to building security at Gateway Gardens, Fieldcrest Townhomes (near Queens Park) and other locations in Moorhead. Fieldcrest Townhomes recently underwent a \$6 million renovation but due to rising construction costs, there were insufficient funds to install a security system. Post-pandemic we have seen an increase in acute mental health issues overall. We believe that it is important that all properties operated by the HRA and Moorhead PHA have adequate security camera coverage. This will assist law enforcement when necessary and promote the safety of residents and HRA employees. MPHA developments currently are equipped with security cameras.

At the reduced levy amount, the HRA would retain the \$75,000 in levy funding for ending child homelessness (rental assistance and support services are not a preferred SAHA cost); \$75,000 in levy funding to leverage other state funds for affordable housing (not eligible under SAHA unless it is tied to a specific project); and rehabilitation activities not clearly within the SAHA definitions.

Clay County HRA (and Moorhead Public Housing Agency) have substantial needs that fall under the scope of the SAHA program. This \$85,000 request is unique and timely in that it is intended to leverage state resources in a way that lessens the tax burden on Moorhead residents. Our agencies are interested in proposing additional projects in the future as you develop your process for the remaining \$436,634 in SAHA funds for 2023 and 2024.

RESOLUTION

Resolution to authorize an allocation of 2023 Statewide Affordable Housing Aid to Clay County Housing and Redevelopment Authority

WHEREAS, the City of Moorhead will receive \$260,817 in Statewide Affordable Housing Aid (SAHA) from the State of Minnesota; and

WHEREAS, Clay County Housing and Redevelopment Authority (HRA) has more than \$5 million in deferred capital needs at its affordable rental housing units in Moorhead; and

WHEREAS, the HRA has requested \$85,000 of Moorhead's SAHA resources to make improvements to HRA-owned and operated affordable housing stock.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that a grant of \$85,000 from the City's certified 2023 SAHA allocation for SAHA eligible purposes is herein approved.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

RESOLUTION

Resolution to authorize a Request for Affordable Housing Proposals for Statewide Affordable Housing Aid

WHEREAS, the City of Moorhead will receive \$260,817 in Statewide Affordable Housing Aid (SAHA) in 2023 and \$260,817 in SAHA funds in 2024; and

WHEREAS, it is estimated that in the City of Moorhead alone needs an additional 3,700 housing units by 2032; and

WHEREAS, the SAHA resources granted by the State of Minnesota provide a leverage opportunity to developers proposing housing construction and renovation projects that add to and maintain Moorhead's affordable housing stock.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead that city staff is herein authorized and directed to issue a Request for Affordable Housing Proposals in 2024 to allocate and leverage available certified 2023 and 2024 SAHA resources to expand affordable housing opportunities in Moorhead.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to Request Reduction to 2024 Clay HRA levy amount and allocation of Statewide Affordable Housing Aid in Moorhead

RECOMMENDATION:

On August 28th, the Moorhead City Council passed a resolution consenting to a Special Benefit Tax of \$500,000 for 2024 that was levied by the Clay County HRA Board of Commissioners. The Clay County HRA Board of Commissioners recently reduced this amount to \$250,000 with the intent of pursuing other state funds from the City of Moorhead and Clay County to address needs associated with the levy reduction.

The Mayor and City Council are asked to consider consent to the reduced amount of \$250,000. In addition, the Mayor and City Council are asked to approve \$85,000 in Statewide Affordable Housing Aid recently allocated to the City of Moorhead to address this HRA levy reduction. Statewide Affordable Housing Aid is a new program created by the MN Legislature to provide funding to counties and cities to use in the preservation and production of affordable housing.

The levy funding would support programs aimed at ending child homelessness and enable efforts to compete for state and federal affordable housing resources. Statewide Affordable Housing Aid funding will be used to make critical improvements to building security at Gateway Gardens, Fieldcrest Townhomes, and other locations in Moorhead.

BACKGROUND/KEY POINTS:

The Clay County Housing and Redevelopment Authority (HRA) has provided the following background:

HRA Authority to Levy

The HRA Tax Levy is not subject to the overall levy limits of the county or any city. Minnesota Statute §469.033, subd. 6 permits HRAs to levy and collect a Special Benefit Tax of up to 0.0185% of taxable market value in its area of operation.

FINANCIAL CONSIDERATIONS:

This proposal has no impact on the City of Moorhead levy limit. The Clay County HRA Board of Commissioners has imposed the levy and is only seeking consent from the City. For the Clay County HRA, the maximum levy available for 2024 is \$1,435,700. The reduced \$250,000 levy amount is 17% of the maximum levy available and is equivalent to an estimated tax rate of 0.0314%.

The average amount per household is less than \$10 per year. The impact based on taxable market value is listed as follows:



City Council Communication

November 27, 2023

<u>TMV</u>	<u>Levy Amount</u>
\$100,000	\$ 3.24
\$200,000	\$ 6.47
\$300,000	\$ 9.71
\$1,000,000	\$ 32.35

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Dawn Bacon, Executive Director

Attachments:

RESOLUTION

Resolution to Approve Clay County HRA Request for Consent to Reduced Levy and Award Funding from the Statewide Affordable Housing Aid program

WHEREAS, the Clay County HRA has the authority, pursuant to Minn. Stat. Section 469.033, Subd. 6 which allows the HRA to levy and collect a Special Benefit Tax of up to 0.0185% of taxable market value in its area of operation; and

WHEREAS, the Clay County HRA has and continues to operate in the City of Moorhead and there is a continuing need for it to operate in the City of Moorhead; and

WHEREAS, the Clay County HRA passed Resolution 06-20-23-1 to levy and collect a Special Benefit tax of \$500,000 in Clay County; and

WHEREAS, the Moorhead City Council consented to this Special Benefit tax at its August 28, 2023 meeting; and

WHEREAS, Clay County HRA has identified needs that are eligible expenses under the Statewide Affordable Housing Aid program; and

WHEREAS, the Clay County HRA passed Resolution 10-17-23-1 to reduce the HRA tax levy amount to \$250,000 in Clay County; and

WHEREAS, the HRA Tax Levy amount of \$250,000 is approximately 0.003% of the taxable market value of property in Clay County; and

WHEREAS, the Clay County HRA requests the consent of the Moorhead City Council for the reduced HRA Special Benefit Tax to be levied within the City of Moorhead.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that upon recommendation by the City Manager, that the City Council does hereby consent to the proposed 2024 HRA Tax Levy in the amount of \$250,000 approximately 0.003% of the taxable market value of the property in Clay County, Minnesota.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Moorhead, Minnesota, that upon recommendation by the City Manager, that the City Council also authorizes that \$85,000 of Statewide Affordable Housing Aid funds allocated to the City of Moorhead be awarded to Clay County HRA for eligible uses that are associated with the HRA Tax Levy reduction.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to Approve the Joint Powers Agreement with Valley Senior Services and Dilworth for 2024

RECOMMENDATION:

The Mayor and City Council are asked to consider a resolution to authorize the Mayor and City Manager to enter into and execute a Joint Powers Agreement (JPA) with the City of Dilworth and the Park District of the City of Fargo, North Dakota, d/b/a Valley Senior Services, for the continued operation of a demand-responsive, curb-to-curb service throughout the metropolitan area for ambulatory senior citizens age 60 and older who are residents of Moorhead and Dilworth for calendar year 2024.

BACKGROUND/KEY POINTS:

Valley Senior Services has operated Metro Senior Ride transportation in the cities of Moorhead and Dilworth since 2008. All parties are interested in continuing this service for calendar year 2024.

The draft JPA incorporates budgets, vehicle maintenance, insurance, and operating policies for three vans (plus one spare van) from 7:30 a.m. to 4:30 p.m., Monday through Friday.

Ridership on Metro Senior Ride steadily increased through 2017, declined slightly in 2018 and 2019 and dramatically in 2020. However, ridership began to recover in 2021 and is projected to increase in 2023 by 7% (extrapolated from September 30 statistics) as passengers continue to return following the pandemic.

METRO SENIOR RIDE SERVICE						
<u>Year</u>	<u>Ridership</u>	<u>% Change</u>		<u>Year</u>	<u>Ridership</u>	<u>% Change</u>
2008	4,050			2016	10,765	6%
2009	5,111	26%		2017	10,907	1%
2010	5,961	17%		2018	10,454	-4%
2011	6,323	6%		2019	10,172	-3%
2012	7,492	18%		2020	5,695	-44%
2013	8,042	7%		2021	6,889	21%
2014	8,301	3%		2022	7,932	15%
2015	10,143	22%	2023 Projected	8,489	7%	



City Council Communication

November 27, 2023

FINANCIAL CONSIDERATIONS:

The proposed Metro Senior Ride budget of \$183,063 for 2024 Services is included as Attachment C to the JPA. The contract represents a budget increase of \$19,830 or 12% over 2023. The majority of the increase is for driver and dispatch wages and vehicle storage. The City of Moorhead received Federal CARES Act funds for transit operating and has been using these funds to supplement fares and provide the local match to State of Minnesota grants.

The proposed expenses and related revenues were included in the proposed 2024 Mass Transit Budget and the State of Minnesota operating grant application. The State of Minnesota increased funding for 2024 to 95% for MAT Paratransit, Metro Senior Ride and Mobility Management. Excess revenue generated by Metro Senior Ride will be applied toward operation of MAT Paratransit.

REVENUES

FARES	25,200
ESTIMATED STATE GRANT FUNDS	173,910
LOCAL SHARE / FEDERAL CARES ACT	<u>(16,047)</u>
TOTAL REVENUE	183,063

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Lisa Bode, Governmental Affairs Director
Lori Van Beek, Transit Manager

Attachments:

RESOLUTION

Resolution to Approve the Joint Powers Agreement with Valley Senior Services and Dilworth for 2024

WHEREAS, the Park District of the City of Fargo, North Dakota, d/b/a Valley Senior Services, began operation of the Metro Senior Ride service to residents of Moorhead and Dilworth with demand-responsive curb-to-curb service for ambulatory senior citizens age 60 and older throughout the metropolitan area in 2008; and

WHEREAS, Valley Senior Service has expressed interest in continuing to operate Metro Senior Ride in the Cities of Moorhead and Dilworth for calendar year 2024; and

WHEREAS, operating funds were included in the 2024 Mass Transit Budget, which includes state and/or federal grants funds and matching local funds from fares collected and Federal CARES Act operating funds, and;

WHEREAS, the State of Minnesota has approved operating grant funds for Metro Senior Ride for calendar year 2024;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the Mayor and City Manager are hereby authorized to enter into and execute a Joint Powers Agreement with the City of Dilworth and the Park District of the City of Fargo, North Dakota, d/b/a Valley Senior Service, for the period January 1, 2024, through December 31, 2024, for the operation of a Metro Senior Ride Program. A copy of said agreement was before the City Council in substantial form and is now of record and on file in the Office of the City Clerk.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to Approve a Contract with the City of Dilworth for 2024 Transit Service

RECOMMENDATION:

The Mayor and City Council are asked to consider approval of a contract with the City of Dilworth to specify terms and conditions by which the City of Dilworth will remit funds to the City of Moorhead for the provision of MATBUS Fixed Route, MAT Paratransit and Metro Senior Ride services during calendar year 2024.

BACKGROUND/KEY POINTS:

The City of Moorhead began operations of MATBUS Fixed Route service in the city of Dilworth in January 2014. Dilworth is interested in continuing this service, in addition to continuing the complementary services of Metro Senior Ride and MAT Paratransit for persons with disabilities. The City of Moorhead's 2024 operating grant applications to the State of Minnesota included these operating costs.

The draft contract with Dilworth provides for the continued use of Transit-specific Federal CARES Act funds to supplement the local share for MATBUS Fixed Route, MAT Paratransit and Metro Senior Ride, including Dilworth Route 6 and transportation for Dilworth residents with disabilities and senior citizens. Also included in the contract is a portion of the 20% local share match for the bus used on the Fixed Route based on the Dilworth route mileage, using the Federal vehicle life of 500,000 miles. The contract will be scheduled for consideration by the Dilworth City Council in late December or early January.

FINANCIAL CONSIDERATIONS:

State and Federal grants funds will fund the majority of Dilworth service. The State increased funding for 2024 from 85% to 95%. Any excess revenue generated will be applied toward the local match for other transit services or capital assets. The City of Dilworth will provide the fee for use of the Fixed Route bus based on Route 6 mileage. All related expenses and revenues were included in the proposed 2024 Mass Transit budget. No additional funds are required from the City of Moorhead.



City Council Communication

November 27, 2023

DILWORTH TRANSIT SERVICE BUDGET 2024	
<u>Expenses:</u>	<u>Amount</u>
MATBUS Fixed Route 6 (Full Cost)	\$233,172
MAT Paratransit (Net Local Share)	(\$3,592)
Metro Senior Ride (Net Local Share)	(\$16,039)
Fee for Capital Equipment (Local Share)	\$4,587
TOTAL	\$218,129
<u>Revenues:</u>	
State of Minnesota	\$221,514
Federal CARES Grant / Local Match	(\$15,262)
Fixed Route Fare Revenue	\$7,290
City of Dilworth	\$4,587
TOTAL	\$218,129

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
 Lisa Bode, Governmental Affairs Director
 Lori Van Beek, Transit Manager

Attachments:

RESOLUTION

Resolution to Approve a Contract with the City of Dilworth for 2024 Transit Service

WHEREAS, in January 2014 the City of Moorhead began operations of MATBUS fixed route transit service in the City of Dilworth, Minnesota; and

WHEREAS, the City of Dilworth has indicated that they would like to continue to have Moorhead provide transit service to their residents in calendar year 2024 through MATBUS Fixed Route 6, Metro Senior Ride and MAT Paratransit;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that the Mayor and City Manager are hereby authorized and directed to enter into and execute for and on behalf of the City of Moorhead a contract with the City of Dilworth, said contract to specify the terms and conditions by which the City of Dilworth will remit funds to the City of Moorhead for the provision of transit services during calendar year 2024, a copy of which contract was before the City Council in substantial form and is now of record and on file in the office of the City Clerk.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to Approve Amendment #2 to TransDev (formerly First Transit) Contract to Include 2024 Transit Operating Services

RECOMMENDATION:

The Mayor and City Council are asked to consider approving Amendment #2 to the Contract with TransDev to extend the contract for one year through December 31, 2024, to amend the terms for CY2024 transit operating services and to authorize the Mayor and City Manager to enter into and execute the amendment.

BACKGROUND/KEY POINTS:

The current agreement between the City of Moorhead and TransDev expires on December 31, 2023, unless it is mutually agreed between the parties to exercise a one-year extension option. Under the terms of the contract, the option year price increase cannot exceed the Consumer Price Index (CPI); however, a higher wage increase above the CPI may be negotiated if circumstances warrant. Negotiations with TransDev began in April 2024 and at that time the CPI was 4.9%. TransDev indicated that there are currently 10-12 CDL driver openings out of the 75 needed for current service levels.

Extensive recruitment efforts by TransDev have not resulted in filling vacancies due to the low unemployment in the area, the high demand for and increasing pay for CDL drivers in the F-M metro area, and a 60% turnover of drivers under training. The evening and weekend shifts are most difficult to fill. The following strategies would be implemented to recruit and retain drivers: 1) Increase starting wage to be the preferred employer; 2) add a pay differential for evening and weekend shifts; 3) hire a full-time classroom trainer.

The City of Moorhead and City of Fargo MATBUS staff and TransDev have since negotiated 2024 and mutual agreement was reached on the following items, which were unanimously recommended by the MAT Coordinating Board at their meeting of November 15, 2023, and presented below for City Council consideration:

Management Fees:

The 2024 management fees will increase by 5.6%, shared by Moorhead and Fargo based on revenue hours. Management fees provide nine full-time equivalent employees (up one from 2023 to add a full-time classroom trainer). Company overhead and profit rates within the management fee were not adjusted.

Wages & Benefits:

Driver wages are proposed to increase by an average of 4.7% in 2024 and reflect a cost of living adjustment. The starting driver wage for 2024 increases from \$21.90 to \$23.00 per hour, plus a new \$2.00 per hour pay differential for evening and weekend shifts was added. See Revised Appendix 15 attached for details on minimum wages and benefits.



City Council Communication

November 27, 2023

Driver Training Wages:

The service cost includes annual training wages system-wide of \$264,000 Fixed Route and \$49,000 Paratransit, to cover training wages for drivers who never reach revenue service, a turnover rate of 60%.

Access to Software and Equipment:

The contract terms will be amended to insure that the TransDev local team has access to driver scheduling software to assist in developing driver bid packs, at no additional cost to the cities.

Implementation is dependent upon both cities' approval of the contract changes and amendments. The proposed wage scales would be effective January 1, 2024, through December 31, 2024, pending negotiations and approval between the Teamsters Union and TransDev. Implementation is also dependent upon approval by the State of Minnesota under the terms of the grant operating agreement.

FINANCIAL CONSIDERATIONS:

The negotiated price change for Moorhead for 2024, shown in the table below, is \$251,643. The final price is approximately \$7,000 over the amount proposed in the 2024 Mass Transit Budget. However, sufficient funds are available as the budget assumes full service and we expect to continue temporary suspension of service until sufficient drivers are hired and trained.

The TransDev contract amendment outlines minimum wages and benefits, including the new wage scale with the cost of living adjustments, and incentives or bonuses, subject to the Collective Bargaining Agreement.

The incentives or bonuses will continue to be billed to the City of Fargo and City of Moorhead as a pass-through cost based on actual payments made to employees. The new operator sign-on bonus and referral bonus are only implemented if pre-approved by both the City of Moorhead and City of Fargo. Recommendations are based on the current need for recruitment, such as lack of qualified driver applications. Implementation of bonuses are part of the contract and the Transit Manager evaluates the justification for the bonuses before remitting payment. Approximately \$35,000 annually is programmed in the budget for all bonuses. TransDev may implement a sign-on bonus at their discretion and cost within the contract prices.



City Council Communication

November 27, 2023

MOORHEAD SUMMARY					
		2023	2024	Increase	Percentage Change
	<u>Fixed Route</u>				
	Management Services	\$ 358,272	\$ 400,518	\$ 42,246	12%
	Drivers	\$ 1,380,513	\$ 1,537,429	\$ 156,916	11%
	SUBTOTAL FIXED ROUTE	\$ 1,738,785	\$ 1,937,947	\$ 199,162	11%
	<u>Paratransit (19%)</u>				
	Management Services	\$ 44,105	\$ 49,306	\$ 5,201	12%
	Drivers	\$ 163,955	\$ 211,235	\$ 47,280	29%
	SUBTOTAL PARATRANSIT	\$ 208,061	\$ 260,541	\$ 52,481	25%
	TOTAL MOORHEAD	\$ 1,946,846	\$ 2,198,488	\$ 251,643	13%
	PERFORMANCE BOND	\$ 14,723	\$ 13,530	\$ (1,194)	-8%

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
 Lisa Bode, Governmental Affairs Director
 Lori Van Beek, Transit Manager

Attachments:

RESOLUTION

Resolution to Approve Amendment #2 to TransDev (formerly First Transit) Contract to Include 2024 Transit Operating Services

WHEREAS, the current three-year agreement between the City of Moorhead and Trans Dev (formally known as First Transit Services, Inc.) expires on December 31, 2023, unless it is mutually agreed between the Cities of Fargo and Moorhead and TransDev to exercise a one-year extension option; and

WHEREAS, the parties to the agreement have negotiated terms for the period January 1, 2024, through December 31, 2024, for City Council consideration;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that they do hereby authorize the Mayor and City Manager to enter into and execute on behalf of the City of Moorhead Amendment Two to the contract between the City of Moorhead and TransDev for the provision of transit operating service for the period January 1, 2024, through December 31, 2024, outlining terms and payment.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to Approve Memorandum of Understanding with the City of Fargo for Purchase of Software for the MATBUS System and Related Cost Sharing

RECOMMENDATION:

The Mayor and City Council are asked to consider authorizing the Mayor and City Manager to enter into and execute a Memorandum of Understanding (MOU) with the City of Fargo for the purchase of transit scheduling and dispatching software for use on the MATBUS system, including cost allocations by which Moorhead would reimburse Fargo for their share of the software.

BACKGROUND/KEY POINTS:

In January 2023, the State of North Dakota issued a cooperative Request for Proposals for transit scheduling and dispatching software for both demand responsive (Paratransit) and Fixed Route systems throughout North Dakota. City of Fargo transit staff participated in developing the RFP and also served on the evaluation committee. Multiple vendors were awarded the contract with the State, which allowed transit agencies to select a vendor that best suited their transit system size and needs.

MATBUS staff viewed demonstrations from five vendors. After financial and technical evaluations, GMV Syncromatics Corporation was selected for the Fixed Route software replacement and Via Mobility LLC was selected for the Paratransit software replacement.

The software will replace and improve current systems used for live bus tracking, Google transit directions, auto vehicle location, auto voice announcements, auto passenger counters, vehicle inspection reports, ride scheduling, ride arrival, and micro transit apps and scheduling.

FINANCIAL CONSIDERATIONS:

Attachment A to the MOU shows the cost allocation by city. Moorhead's total share (to be paid to Fargo) for the first year implementation and support would be \$288,224. Sufficient funds are contained in the 2023 approved Mass Transit Budget of \$325,000 for Moorhead's share of software, which is paid 80% through federal grants and 20% through the City's Capital Improvement Program. Ongoing annual technical support for subsequent years would be cost shared under the Master Agreement with Fargo for transit operations. Moorhead's allocation of annual fees for each of years two through five would be \$31,878.

Voting Requirements: 3/4 of Council (6)



City Council Communication

November 27, 2023

Submitted By:

Dan Mahli, City Manager

Lisa Bode, Governmental Affairs Director

Lori Van Beek, Transit Manager

Attachments: Attachment A – Software Cost Allocation by City

ATTACHMENT A - COST ALLOCATION BY CITY

TOTAL COST				Fargo Cost			Moorhead Cost			
Item	Price	Quantity	Total Cost	Quantity	% of Cost	FGO Total	Quantity	% of Cost	MHD Total	
GMV Fixed Route AVA/AVL Software (Split based on Number of Vehicles Owned)										
Fixed Route CAD/AVL		43	\$284,290.00	31	72.09%	\$204,953.26	12	27.91%	\$79,336.74	
Vehicle Network Gateway		43	\$23,005.00	31	72.09%	\$16,585.00	12	27.91%	\$6,420.00	
Automated Voice Annunciation		43	\$136,095.00	31	72.09%	\$98,115.00	12	27.91%	\$37,980.00	
Interior LED for AVAS Visual Announcement		43	\$85,355.00	31	72.09%	\$61,535.00	12	27.91%	\$23,820.00	
Designation Sign Integration for Single Sign-on		43	\$25,370.00	31	72.09%	\$18,290.00	12	27.91%	\$7,080.00	
Automatic Passenger Counter		43	\$272,510.00	31	72.09%	\$196,460.70	12	27.91%	\$76,049.30	
Real Time Passenger Information		43	\$0.00	31	72.09%	\$0.00	12	27.91%	\$0.00	
Annual Service Fees - Year 1		43	\$58,605.00	31	72.09%	\$42,250.12	12	27.91%	\$16,354.88	
OPTIONS:										
Real-Time Passenger Information - Mobile App		43	\$14,500.00	31	72.09%	\$10,453.49	12	27.91%	\$4,046.51	
Annual Service Fees - Year 1		43	\$3,500.00	31	72.09%	\$2,523.26	12	27.91%	\$976.74	
Digital Vehicle Inspection (Includes 3 Fargo OnDemand Vehicles)		46	\$18,860.00	34	73.91%	\$13,940.00	12	26.09%	\$4,920.00	
Annual Service Fees - Year 1		46	\$16,100.00	34	73.91%	\$11,900.00	12	26.09%	\$4,200.00	
GFI Farebox Integration		43	\$28,165.00	31	72.09%	\$20,305.00	12	27.91%	\$7,860.00	
TOTAL FIXED ROUTE			\$966,355.00				\$697,310.81			\$269,044.19
Annual Fees Applicable to Years 2-5			\$78,205.00				\$56,673.37			\$21,531.63
TOTAL COST				Fargo Cost			Moorhead Cost			
Item	Price	Ridership	Total Cost	Ridership	% of Cost	FGO Total	Ridership	% of Cost	MHD Total	
GMV Transit Check Digital DVIR licenses for Paratransit Vehicles										
GMV will supply one Digital DVIR platform for the whole system										
Installation Fee	\$6,560.00	42,226	\$6,560.00	34,075	80.70%	\$5,293.71	8,151	19.30%	\$1,266.29	
Yearly Maintenance Fee	\$5,600.00	42,226	\$5,600.00	34,075	80.70%	\$4,519.02	8,151	19.30%	\$1,080.98	
TOTAL PARATRANSIT			\$12,160.00				\$9,812.72			\$2,347.28
ANNUAL FEES APPLICABLE TO YEAR 2-5			\$5,600.00				\$4,519.02			\$1,080.98
GRAND TOTAL CAPITAL COST			\$978,515.00				\$707,123.54			\$271,391.46
ANNUAL FEES APPLICABLE TO YEARS 2-5			\$83,805.00				\$61,192.39			\$22,612.61

TOTAL COST				Fargo Cost			Moorhead Cost		
Item	Price	Ridership	Total Cost	Ridership	% of Cost	FGO Total	Ridership	% of Cost	MHD Total
Via Paratransit Scheduling Software (Split based on YTD Ridership as of 9/30/2023)									
Installation Fee includes localization for new zone, service design, co-branded rider app, testing and quality assurance, development service model, remote and in-person training, launch oversight)									
Monthly Per Vehicle Fees are based on buses in maximum service and includes license to tech modules, fleet optimization, virtual bus stop architecture, automatic product upgrades, cloud hosting and third-party tools, expert operations and growth support, analytics and reporting									
Installation Fee	\$20,000.00	42,226	\$20,000.00	34,075	80.70%	\$16,139.35	8,151	19.30%	\$3,860.65
Monthly Per Vehicle Fee - Year 1 (Veh 1-3)	3 x \$500 x 12	42,226	\$18,000.00	34,075	80.70%	\$14,525.41	8,151	19.30%	\$3,474.59
Monthly Per Vehicle Fee - Year 1 (Veh 4-25)	10 x \$250 x 12	42,226	\$30,000.00	34,075	80.70%	\$24,209.02	8,151	19.30%	\$5,790.98
Monthly Per Vehicle Fee - Year 1 (Veh 26+)	0 x \$200 x 12	42,226	\$0.00	34,075	80.70%	\$0.00	8,151	19.30%	\$0.00
Tablets & Mounts in Vehicles (16 vehicles)	16 x \$1200	42,226	\$19,200.00	34,075	80.70%	\$15,493.77	8,151	19.30%	\$3,706.23
TOTAL PARATRANSIT			\$87,200.00			\$70,367.55			\$16,832.45
<i>Annual Fees Applicable to Years 2-5</i>			<i>\$48,000.00</i>			<i>\$38,734.43</i>			<i>\$9,265.57</i>

COST SUMMARY - INITIAL YEAR		Moorhead	Fargo
GMV Syncromatics: Fixed Route AVA/AVL		\$269,044.19	\$697,310.81
GMV Syncromatics: Paratransit Digital Vehicle Inspection		\$2,347.28	\$9,812.72
Via Mobility LLC: Paratransit Scheduling		\$16,832.45	\$70,367.55
TOTAL		\$288,223.92	\$777,491.08
Budget		\$325,000.00	\$800,000.00

COST SUMMARY - ANNUAL FEES		Moorhead	Fargo
GMV Syncromatics: Fixed Route AVA/AVL		\$21,531.63	\$56,673.37
GMV Syncromatics: Paratransit Digital Vehicle Inspection		\$1,080.98	\$4,519.02
Via Mobility LLC: Paratransit Scheduling		\$9,265.57	\$38,734.43
TOTAL		\$31,878.18	\$99,926.82

RESOLUTION

Resolution to Approve Memorandum of Understanding with the City of Fargo for Purchase of Software for the MATBUS System and Related Cost Sharing

WHEREAS, the City of Moorhead and City of Fargo utilize software for the dispatch and scheduling of routes on the MATBUS System, which software has surpassed its useful life and is budgeted for replacement in 2023; and

WHEREAS, the City of Fargo participated in a cooperative procurement of replacement software through the State of North Dakota; and

WHEREAS, following an extensive process of product demonstrations and evaluation of five vendors, the MATBUS team has selected two software packages for award to Via Mobility LLC and GMV Syncromatics Corporation; and

WHEREAS, the City of Fargo will enter into the purchase agreements with the selected vendors, with the City of Moorhead reimbursing the City of Fargo for Moorhead's share based on a cost sharing allocation contained in a Memorandum of Understanding;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota, that they do hereby authorize the Mayor and City Manager to enter into and execute a Memorandum of Understanding with the City of Fargo for the cost sharing of dispatch and scheduling software for the MATBUS system and at a cost not to exceed \$325,000.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

Resolution to Approve 2024 MCAM Service Agreement

RECOMMENDATION:

The Mayor and City Council are asked to consider an agreement with Moorhead Community Access Media (MCAM) to provide meeting broadcast service for 2024.

BACKGROUND/KEY POINTS:

The agreement has been approved by our attorney, John Shockley, and reviewed by MCAM General Manager, Tony Tilton.

FINANCIAL CONSIDERATIONS:

The amount for broadcasting services in 2024 remains the same at \$79,685.76

Voting Requirements: 3/4 of Council (6)

Submitted By:

Dan Mahli, City Manager
Corey Delorme, IT Director

Attachments:

RESOLUTION

Resolution to enter into an agreement between the City of Moorhead and Moorhead Community Access Media for broadcast services.

WHEREAS, the Mayor and City Council desire to broadcast City meetings on cable access television; and

WHEREAS, Moorhead Community Access Media (MCAM) is capable and willing to provide broadcast services to the City; and

WHEREAS, the City and MCAM desire to renew the existing service agreement for 2024 television production responsibilities for City meetings.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Moorhead, Minnesota that the Mayor and City Manager are hereby authorized to enter into an agreement between the City of Moorhead and Moorhead Community Access Media for broadcast services.

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk



City Council Communication

November 27, 2023

SUBJECT:

First Reading of Ordinance 2023-11: An Ordinance Adopting the 2024 Fee Schedule

RECOMMENDATION:

The Mayor and City Council are asked to consider the first reading of an ordinance relative to the adoption of the proposed 2024 fee schedule.

BACKGROUND/KEY POINTS:

The attached fee schedule is a compilation of the various fees imposed for the services provided, licenses/permits issued, and numerous programs offered by the City of Moorhead. An annual review of the fee schedule is conducted to ensure the amounts collected cover operational and program costs while attempting to remain comparable with regional communities.

The schedule reflects fees imposed in 2023 and any changes proposed for 2024 as delineated in the respective columns. The schedule does not specify an amount in the 2024 column for those fees that are recommended to remain the same as the previous year. Programs/services eliminated are so noted through the use of the strike through function. The majority of the changes in revenues generated from the collection of the fees have been incorporated in the Preliminary 2024 Operating and Capital Budget, however, there may be a couple of fee changes which will be reflected in the revised final budget, which is anticipated to be considered for final adoption by the Mayor and Council on December 11, 2023.

The fees reflected in the attached schedule set forth the fees/charges the City of Moorhead will collect in 2024 and serves as an integral element of the projected revenues in the budget. This schedule is submitted for Mayor and Council consideration at this time to facilitate incorporation of such into the appropriate utility billing systems; to accommodate the transmittal of time sensitive applications; and include in the various materials announcing City programs/services.

FINANCIAL CONSIDERATIONS:

Mayor and Council adoption of the annual fee schedule is in accordance with City policy and consistent with past practice. These fees are incorporated in the Preliminary 2024 Operating and Capital Budget.

Voting Requirements: Majority of Council

Submitted By:

Dan Mahli, City Manager
Jenica Flanagan, Finance Director

Attachments: Draft Resolution and fee schedule

ORDINANCE 2023-11

An Ordinance Adopting the 2024 Fee Schedule

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MOORHEAD AS FOLLOWS:

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

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

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

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

SECTION 1. The Appendix of the Moorhead City Code is hereby amended to incorporate the following fee schedule and license fees, and that all other fees and charges previously set shall remain unchanged, unless superseded by the following schedule.

SECTION 2. The fees adopted by this Ordinance shall take effect January 1, 2024.

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

PASSED: November 27, 2023 by the City Council of the City of Moorhead.

APPROVED BY:

ATTEST:

Michelle (Shelly) A. Carlson, Mayor

Christina Rust, City Clerk

Administration & Accounting

		FEE 2023	FEE 2024
<u>Annual Financial Report</u>		\$ 15.00	
<u>Budget</u>		\$ 15.00	
<u>Election Ward/Precinct Maps</u>		\$ 10.00	
<u>Returned Check Charge</u>		\$ 30.00	
<u>Duplicate Satisfaction of Mortgage</u>		\$ 15.00	
<u>Photocopies</u>	B&W - less than 100 pages	\$ 0.25	Per copy
	B&W - 2-sided copies	\$ 0.50	Per sheet
	B&W - more than 100 pages	TBD	Employee time to retrieve and cost of copies
	8½ x 11 Color	\$ 1.00	Per page
	8½ x 14 Color	\$ 1.25	Per page
	11 x 17 Color	\$ 1.50	Per page

Building-Plumbing-Heating

	FEE 2023	FEE 2024
BUILDING PERMIT FEES - Table 3-A (Other than New 1 and 2 Family Dwellings)		
Total Valuation \$ 1 to \$ 1,000	\$ 37.00	
\$ 1,001 to 25,000	\$ 37.00	for the first \$1,000.00 plus \$8.60 for each additional \$1,000.00 or fraction thereof to and including \$25,000.00
\$ 25,001 to 50,000	\$ 248.00	for the first \$25,000.00 plus \$6.90 for each additional \$1,000.00 or fraction thereof to and including \$50,000.00
\$ 50,001 to 100,000	\$ 421.00	for the first \$50,000.00 plus \$4.60 for each additional \$1,000.00 or fraction thereof to and including \$100,000.00
\$ 100,001 and up	\$ 655.00	for the first \$100,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof
BUILDING PERMIT FEES - Table 3-D (New 1 and 2 family dwellings)		
Total Valuation \$ 1.00 to \$ 1,000.00	\$ 30.00	
\$ 1,001.00 to \$100,000.00	\$ 30.00	for the first \$1,000.00 plus \$4.60 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$ 100,001.00 and up	\$ 490.00	for the first \$100,000 plus \$2.30 for each additional \$1,000.00 or fraction thereof
<u>Other Inspections</u>		
Reinspection, additional plan reviews, changes, revisions	\$ 64.00	Per hour (1/2 hr minimum)
Swimming Pools		By Building Permit valuation as noted above
Demolition	\$ 64.00	
Inspections when no City Permit is issued	\$ 64.00	
Manufactured Homes (mobile homes in courts)	\$ 64.00	
Moving Permits within or into City limits	\$ 160.00	
Moving Permits out of City limits and manufacutred home placement within a licensed manufactured home community	\$ 64.00	
Investigation Fee - Construction started without a permit		Fee equal to the permit fee of the attributable building permit, limited to \$5,000.
Commercial Building Plan Review		25% of the building permit fee
<i>For the use of outside consultants for plan review or inspections-fee equal to actual cost plus 10% administration Inspection fee charge for inspections of buildings to be moved into the City which are located more than 10 miles from the City \$63.00 PLUS 50 cents/mile</i>		
PLUMBING PERMIT FEES - Table 3-B:		
For the first four (4) fixture openings	\$ 32.00	
For each fixture opening over four (4)	\$ 5.00	
New Water Taps, each	\$ 43.00	
New Sewer Taps, each	\$ 43.00	
<i>An investigation fee equal to the permit fee shall be charged whenever work is started prior to obtaining a permit.</i>		
<u>Plumbing Plan Review Fees:</u>		
<u>System Reviewed</u>		
<i>Water distribution & drain, waste & vent systems, including interceptors, separators, or catch basins</i>		
25 or fewer drainage fixture units	\$ 107.00	
26 to 50 drainage fixture units	\$ 193.00	
51 to 150 drainage fixture units	\$ 267.00	
151 to 249 drainage fixture units	\$ 383.00	
250 or more drainage fixture units	\$ 3.00	Per drainage fixture unit to a maximum of \$2,730 and \$53.00/interceptor, separator, or catch basin
<u>Building Sewer Service Only</u>	\$ 107.00	
<u>Building Water Service Only</u>	\$ 107.00	
<u>Building Water Distribution System Only (no drainage system)</u>	\$ 4.00	Per supply fixture unit to a maximum of \$100.00

Building-Plumbing-Heating

Storm Drainage System

FEE 2023

FEE 2024

\$ 175.00 minimum fee, or \$42.00 per drain opening, up to a maximum of \$420.00, and \$53.00 per interceptor, separator, or catch basin

HEATING PERMIT FEES - Table 3-C

Total Valuation	\$ 1.00 to \$ 500.00	\$ 17.00
	\$ 501.00 to \$ 1,000.00	\$ 38.00
	\$ 1,001.00 to \$10,000.00	\$ 38.00 for the first \$1,000.00 plus \$6.80 for each additional \$1,000.00 or fraction thereof, to and including \$10,000.00
	\$10,001.00 to \$50,000.00	\$ 100.00 for the first \$10,000.00 plus \$4.20 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
	\$50,001.00 to \$100,000.00	\$ 270.00 for the first \$50,000.00 plus \$2.60 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
	\$ 100,001.00 and up	\$ 400.00 for the first \$100,000 plus \$1.40 for each additional \$1,000.00 or fraction thereof

An investigation fee equal to the permit fee shall be charged whenever work is started without a permit.

Business License & Permits

		FEE 2023	FEE 2024
<u>Administration Fee - Insurance Reinstatement</u>		\$ 50.00	
<u>Cannabinoid Product License (Sales)</u>		\$ 750.00	
<u>Cigarette / Tobacco Products License</u>		\$ 125.00	
<u>Encroachment Right-of-Way Permit</u>	Fee for Adjoining Business or Property Owner	\$ 50.00	
	Fee for Mobile Operations	\$ 100.00	
<u>Liquor Licenses</u>	On-Sale Intoxicating Liquor	\$ 6,000.00	
	On-Sale Intoxicating Liquor – Public Golf Course (8 Mos)	\$ 4,000.00	
	Special Hours Liquor (Banquet/Event Center)	\$ 2,500.00	
	3.2% On-Sale Liquor	\$ 300.00	
	Malt Liquor (HHIC only)	\$ 300.00	
	Wine	\$ 300.00	
	Sunday	\$ 200.00	
	Club (On-Sale) – fee based on membership:		
	200 members or less	\$ 300.00	
	201 - 500 members	\$ 500.00	
	501 - 1,000 members	\$ 650.00	
	1,001 - 2,000 members	\$ 800.00	
	2,001 - 4,000 members	\$ 1,000.00	
	4,001 - 6,000 members	\$ 2,000.00	
	Over 6,000 members	\$ 3,000.00	
	Off-Sale	\$ 200.00	
	Off-Sale 3.2% Malt Liquor	\$ 200.00	
	Brewer Off-Sale	\$ 200.00	
	Liquor License Application Packet		
	(one "renewal" packet per establishment will be provided at no cost)	\$ 20.00	
	Investigation Fee for NEW On, Off, Sunday, and Wine applicants	\$ 250.00	
	Investigation Fee for all On, Off, Sunday, and Wine renewals	\$ 125.00	
	Security Fee (4 hour minimum, \$25/hour)	\$ 100/25	
	Special Event Community Festival	\$ 35.00	
	Special Event On-Sale	\$ 35.00	
	Special Event On-Sale 3.2 Percent Malt Liquor	\$ 35.00	
	Possession/Consumption (Parks)	\$ 35.00	
	Deposit for Possession/Consumption Special Event (Parks)	\$ 250.00	
	Taproom	\$ 300.00	
<u>Live Adult Entertainment License</u>	Business	\$ 250.00	
	Individual	\$ 250.00	
<u>Massage Enterprise License</u>	Initial License	\$ 125.00	
	Renewal	\$ 125.00	

Business License & Permits

		FEE 2023	FEE 2024
<u>Massage Therapist License</u>	Initial License	\$ 125.00	
	Renewal	\$ 125.00	
<u>Massage Home Occupation</u>	Initial License	\$ 125.00	
	Renewal	\$ 125.00	
<u>Non-alcoholic Club License</u>		\$ 125.00	
	Bond	\$ 3,000.00	
<u>Pawn Broker's License</u>	Initial License Fee	\$ 1,000.00	
	Renewal License Fee	\$ 1,000.00	
	Bond	\$ 5,000.00	
	Yearly Transaction Fee	\$ 250.00	
<u>Pet Shop License</u>		\$ 150.00	
<u>Salvage - Limited License</u>		\$ 300.00	
	Bond	\$ 1,000.00	
<u>Second Hand Dealer's License</u>		\$ 125.00	
	Bond	\$ 500.00	
<u>Short Term Lender</u>	Initial License	\$ 500.00	
	Renewal License	\$ 250.00	
<u>Taxicab/Limousine License</u>	Taxicab/Limousine Driver (No Cap)	\$ 125.00	
	Taxicab/Limousine Service - First Vehicle	\$ 50.00	
	Taxicab/Limousine Service - Add'l Vehicles - Cap (\$200)	\$ 15.00	
<u>Transient Merchant</u>	Daily	\$ 125.00	
	Annual	\$ 250.00	
<u>Transportation Network Companies</u>	Company	\$ 125.00	
<u>Tree Contractor's License</u>		\$ 50.00	
	Bond	\$ 1,000.00	
<u>Used Car Dealer's License</u>		\$ 125.00	

Economic Development

Tax Incentive Application

FEE 2023

\$ 525.00

FEE 2024

Engineering

	FEE 2023	FEE 2024
<u>Construction Plans:</u>		
PDF Electronic Copy (Pass-through cost to 3rd party vendor)	\$ 15.00	
Virtual/On-line bidding (Pass-through cost to 3rd party vendor)	\$ 30.00	
Paper Plan Sets	At Cost	
 <u>Engineering Lawn Grades</u>	\$ 40.00 Per occurrence	
 <u>Permits for Work Within the Right-of-Way:</u>		
<u>Underground Utility Installation / Repairs</u>		
Contractor Bond to Work Within City Right-of-Way	\$25,000 minimum	
Insurance Required to Work Within City Right-of-Way	Same as for City Construction Contract (General Conditions Section 00800)	
Boring/Trenching and Excavations	\$ 255.00 0' - 500'	
	\$ 555.00 501' - 1500'	
	\$ 1,255.00 1501'+	
	*Fee includes \$25.00 Storm Water Application Fee	
 <u>Temporary Lane Closure Permit (only if a Right-of-Way permit is not required)</u>		
Local or Local Collector Street - partial closure, no detour required	\$ - Per week	
Local or Local Collector Street - full closure, detour required	\$ 20.00 Per week	
Sidewalk or Bike Path - full closure	\$ 20.00 Per week	
Arterial or Collector Street - parking lane or shoulder closure	\$ - Per week	
Arterial or Collector Street - traffic lane closure, no detour required	\$ 20.00 Per week	
Arterial or Collector Street - full closure, detour required	\$ 100.00 Per week	
 Overweight / Overdimensional Vehicle Permit	\$ 20.00 Each	
 <u>Wireless Telecommunication Facilities Within Right-of-Way</u>		
Permit	\$ 250.00 Each	
Annual Rent	\$ 150.00 Each	
Annual Maintenance	\$ 25.00 Each	
Power less than or equal to 100 watts	\$ 73.00 Per radio node per month	
Power greater than 100 watts	\$ 182.00 Per radio node per month	
 <u>Driveway Approach / Curb & Gutter / Sidewalk</u>		
Driveway Approach	\$ 35.00 Each	\$ 50.00
Curb & Gutter or Sidewalk (excluding driveway width)	\$ 30.00 per 50 foot increment	\$ 50.00
Contractor Bond to Work Within City Right-of-Way	\$ 5,000.00	\$ 10,000.00
Insurance Required to Work Within City Right-of-Way	Same as for City Construction Contract (General Conditions Section 00800)	
 <u>Stormwater:</u>		
Grading/Erosion Control Permit	\$ 25.00 upto 1 acre	
	\$ 12.50 Per additional acre	
Annual Permit for New Subdivisions	\$ 250.00	
 <u>Plan Review Fee for Privately Financed Infrastructure:</u>		
The first \$100,000 of estimated construction cost:	2%	
All cost above the first \$100,000 of est. construction cost:	1%	

Engineering

	FEE 2023	FEE 2024
<u>Maps:</u>		
All maps 11" x 17" or less	\$ -	
All maps plotter size C or larger	\$ 10.00	
Special Mapping requests or custom projects	\$ 40.00 Per hour + media costs	
<u>Special Assessment Fees:</u>		
Administration Fees (Applied to all Assessed Projects)	5% Of Construction and Engineering Cost	
Engineering Fees (Applied to Publicly or Privately Financed Public Infrastructure Projects - Design and Construction Engineering by City)	11% Of Construction Cost	13%
Engineering Fees (Applied to Public Infrastructure Projects - Design Privately Funded; but either the Construction is publicly funded or construction engineering services are completed by the City)	7% Of Construction Cost	
<u>Special Assessment Rates</u>		
Primary Benefit Rate; Local & Minor Arterial/Collector Streets		
Urban Mill & Overlay	\$ 35.00 Per adjusted front foot	\$ 40.00
Rural Mill & Overlay	\$ 20.00 Per adjusted front foot	\$ 22.50
Rehabilitation (limited curb & gutter repairs)	\$ 75.00 Per adjusted front foot	\$ 85.00
Reconstruction (full curb & gutter replacement)	\$ 125.00 Per adjusted front foot	\$ 135.00
Secondary Benefit Rate; Minor Arterial/Collector Streets		
Mill & Overlay, Rehabilitation, Reconstruction	\$ 550.00 Per equivalent single family lot	\$ 575.00
Sidewalk Panel Repairs (not otherwise included in a street project)	\$ 8.00 Per square foot	
Curb & Gutter Repairs (not otherwise included in a street project)	\$ 30.00 Per lineal foot	

Fire Department

FEE 2023

FEE 2024

Reports: one copy free to victim

Fire Incident	\$	3.00	Per report
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Photocopies

B&W - less than 100 pages	\$	0.25	Per copy
B&W - 2-sided copies	\$	0.50	Per sheet
B&W - more than 100 pages		TBD	Employee time to retrieve and cost of copies
8½ x 11 Color	\$	1.00	Per page
8½ x 14 Color	\$	1.25	Per page
11 x 17 Color	\$	1.50	Per page

<u>Photographs</u>	\$	15.00	Per hour plus actual cost for production of photographs
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<u>Board of Appeals</u>	\$	25.00	
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<u>Parking in Fire Lane</u>	See the Police Department Fees page for this item.
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<u>Daycare/Foster Care Inspections</u>	\$	50.00	
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<u>Other Inspections</u>	\$	65.00	Per hour (1/2 hr minimum/ <u>30 minute increments</u>)
<i>(Re-inspection, additional plan reviews, changes, revisions, etc.)</i>			

<u>Hotel/Motel Inspections</u>	Fee Schedule per MN 299F.46
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<u>Underground Fireline Inspections</u>	\$	65.00	Per hour (1 hour minimum/30 minute increments)
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<u>Wet/Dry Fire Suppression Systems Inspections</u>	\$	65.00	Per hour (1 hour minimum/30 minute increments)
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<u>Alternative Fire Suppression Systems Inspections</u>	\$	65.00	Per hour (1 hour minimum/30 minute increments)
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Fire Prevention Permits

Ag Chemicals	\$	50.00	
Auto/Truck Repair	\$	50.00	
Bulk Plant	\$	50.00	
Bulk Station	\$	50.00	
Cutting/Welding/Spray Painting	\$	50.00	
Dry Cleaners	\$	50.00	
Engine Repair	\$	50.00	
Explosives	\$	50.00	
Fiberglass Manufacturing	\$	50.00	
Fire Alarm Plan Review/Inspection 2% of value	\$	100.00	minimum (<u>includes one hour of inspection w/additional hrs charged @ \$65 per hr.</u>)
Fire Alarm/Monitoring Only (Permit)		No fee	
Fireworks Displays	Variable		<u>Subject to actual cost of fire department standby crew</u>
Fireworks Retail Sale or Storage	\$	100.00	
Fuel Dispensing Stations	\$	50.00	\$10 for 1st nozzle plus \$5 per additional nozzle - \$50 minimum
Grain Handling/Dust	\$	50.00	
Hardware/Paint/Ammunition	\$	50.00	
Hazardous Materials	\$	50.00	

Fire Department

	FEE 2023	FEE 2024
<u>Fire Prevention Permits (cont.)</u>		
Liquefied Petroleum Gas	\$ 50.00	
Paint Dealer	\$ 50.00	
Pest Control	\$ 50.00	
Service Station	\$ 50.00	
Spray Painting/Undercoating	\$ 50.00	
	Valuation of \$1-1,000 is \$50.00/tank	
Tank Installation (above or underground fuel)	Valuation over \$1,000 is an additional \$4.00 per \$1,000	
Tank Removal (above or underground fuel)	\$ 50.00	Per tank
Temporary Structures	\$ 50.00	
Waste Tire Processing/Storage	\$ 50.00	
Woodworking/Finishing	\$ 50.00	

Forestry

Monthly Fees

FEE 2023

FEE 2024

Residential	\$	4.79	Per month	\$	5.17	Per month
Rental Units	\$	4.79	Per month	\$	5.17	Per month

Dump Fees at Tree Disposal Site (including stump grindings)

	Moorhead	Minnesota	Outside Minnesota		Moorhead	Minnesota	outside Minnesota
Pickup/without side boards	\$ 20.00	\$ 40.00	\$ 60.00	\$	25.00	\$ 50.00	\$ 75.00
Pickup/with side boards	\$ 25.00	\$ 50.00	\$ 75.00	\$	30.00	\$ 60.00	\$ 90.00
One-ton trucks or single axle trailers	\$ 40.00	\$ 80.00	\$ 120.00	\$	50.00	\$ 100.00	\$ 150.00
Two-ton trucks or double axle trailers	\$ 60.00	\$ 120.00	\$ 180.00	\$	70.00	\$ 140.00	\$ 210.00
Tandem axle trucks	\$ 120.00	\$ 240.00	\$ 360.00	\$	140.00	\$ 280.00	\$ 420.00
Trucks larger than tandem axle	\$ 180.00	\$ 360.00	\$ 540.00	\$	200.00	\$ 400.00	\$ 600.00
Late Fee	5% of unpaid balance/month						

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

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

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

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

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

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

Branch Pickup Fees

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

Mass Transit

		FEE 2023	FEE 2024
<u>Fixed Route</u>			
Cash Fares	Adult	\$ 1.50	
	Elderly & Disabled	\$ 0.75	
	Youth (K-12th grade)	\$ 0.75	
	Child (age birth to 6)	Free	
	Disabled Veterans	Free	
Other Passes	1-Day Pass - All Customers	\$ 5.00	Cash On-Board Bus Only
	120-Day College Semester Pass	\$60.00	(Excludes students in U-Pass Program)
	31-Day Business Pass	\$27.00	(Must be employer purchased in bulk)
MATBUS CONNECT: Mobile Ticket & Smart Card		Load funds and manage online by customer	
Pay as You Go - Adult	1 Ride (Valid for 90 minutes)	\$1.50	
	1 Day Best Fare - Free Rides After Spend \$3	\$3.00	
	31 Days Best Fare - Free Rides After Spend \$42	\$42.00	
Pay as You Go - Elderly, Disabled & Youth	1 Ride (Valid for 90 minutes)	\$0.75	
	1 Day Best Fare - Free Rides After Spend \$3	\$3.00	
	31 Days Best Fare - Free Rides After Spend \$27	\$27.00	
	90 Days (Youth Only) Best Fare - Free Rides After Spend \$27	\$27.00	
Smart Card (without funds loaded)	Initial card free	Replacement \$5.00	Replacement \$10.00
Transfers Between Moorhead Buses		Free	
Transfers Between Moorhead and Fargo Buses		Free	
<u>Metro Senior Ride</u>			
Cash Fares	Senior Citizens age 60 & older	\$ 3.00	
	One Guest to Senior Citizen	\$ 3.00	
	General public	\$ 23.00	
	Preschool child (under age 7)	Free w/adult	
	Transfers to Metro Area Transit	Free	
Prepaid Punch Cards	Senior Citizen (60+) 20 ride card	\$ 60.00	
	Senior Citizen (60+) 10 ride card	\$ 30.00	
<u>MAT Paratransit</u>			
PARATRANSIT CONNECT: Mobile Ticket or Smart Card			
Pay as You Go - ADA Eligible	1 Ride	\$3.00	Load funds and manage online by customer
Cash		\$ 3.00	
Prepaid Coupons (10 or more)		\$ 3.00	
Transfers Between Moorhead and Fargo Senior Buses		Free	
Passenger Assistants (1 per disabled person)		Free	
Agency Rate for Non-Emergency Medical Trip Eligible for Medicaid		\$ 38.00	
Sunday Only General Public Fare (Passenger Not ADA Paratransit eligible)		\$ 25.00	
<u>Interior Advertising Rates (Monthly Rates):</u>		<u>1-3 months</u>	<u>4-11 months</u> <u>12+months</u>
Advertising Handle		\$ 2.50	\$ 2.13 \$ 1.75
<u>Exterior Advertising Rates (Monthly Rates)</u>		<u>1-3 months</u>	<u>4-11 months</u> <u>12+months</u> <u>1-3 months</u>
Full (entire bus)		\$ 1,000.00	\$ 850.00 \$ 700.00
Two halves (both sides of the same bus)		\$ 750.00	\$ 638.00 \$ 525.00
Half (one side)		\$ 500.00	\$ 425.00 \$ 350.00
King Kong (one side, between wheel wells, except headline)		\$ 330.00	\$ 281.00 \$ 231.00
King (side of bus between wheel wells and below windows)		\$ 175.00	\$ 149.00 \$ 123.00
Rear (back only)		\$ 220.00	\$ 187.00 \$ 154.00
Rear (back only) Paratransit Bus		\$ 75.00	\$ 64.00 \$ 53.00

NOTES:

Changes to fares are considered major changes and require a public hearing prior to approval.

Moorhead Public Service

	FEE 2023	FEE 2024
<u>Fire Hydrant (Penalties for unauthorized use)</u>		
1 st Violation for use without permit, not reporting weekly usage, or moving a hydrant meter	\$ 200.00	
2 nd Violation for use without permit or moving hydrant meter	\$ 500.00	
Repeated Violations	\$ 1,000.00	

Municipal Airport

	FEE 2023	FEE 2024
<u>Hangar Lease Rates (per month)</u>		
Hangar 1 - north	\$ 145.00	
Hangar 1 - south	\$ 160.00	
Hangar 2 - north	\$ 155.00	
Hangar 2 - south	\$ 170.00	
Hangar 3 - north	\$ 155.00	
Hangar 3 - south	\$ 170.00	
Hangar 4	\$ 225.00	
Hangar 4 with Storage	\$ 265.00	
Storage Space	\$ 78.00	
Apron Parking - if aircraft is not licensed and airworthy	\$ 15.00 Per day	
Apron Parking - if aircraft is not moved for snow removal after 24 hour notice	\$ 15.00 Per day	
Apron Parking - if parked more than 7 days without flight	\$ 15.00 Per day starting on day 8	

Neighborhood Services

		FEE 2023	FEE 2024
<u>Rental Registration Annual Fees</u>			
Owner Occupied plus 1 Interior Unit	Base Building Fee	\$ 85.00	
	Incentive Reduction	\$ -	
1 Unit	Base Building Fee	\$ 150.00	
	Incentive Reduction	\$ (50.00)	
2 - 4 Units	Base Building Fee	\$ 190.00	
	Incentive Reduction	\$ (50.00)	
5 - 10 Units	Base Building Fee	\$ 230.00	
	Incentive Reduction	\$ (50.00)	
11-15 Units	Base Building Fee	\$ 275.00	
	Incentive Reduction	\$ (50.00)	
16-30 Units	Base Building Fee	\$ 285.00	
	Incentive Reduction	\$ (50.00)	
31-45 Units	Base Building Fee	\$ 350.00	
	Incentive Reduction	\$ (50.00)	
46-59 Units	Base Building Fee	\$ 400.00	
	Incentive Reduction	\$ (50.00)	
Over 60 Units	Base Building Fee	\$ 500.00	
	Incentive Reduction	\$ (50.00)	
 <i>\$50 building fee reduction applicable to well-managed properties qualifying for self-inspection. Maximum 2 building fees per multifamily campus (co-located, same ownership, common appointment)</i>			
<u>Transfer of Ownership - must be reported but no fee will be charged</u>		N/C	
<u>Rental Registration Inspection Fees</u>			
	Initial Inspection	\$ -	
	Re-inspection	\$100 for first hour Per Building	
		\$100/hr thereafter Per Building	
 <i>Administrative Penalties apply to property maintenance violations after the first re-inspection.</i>			
	Pre-purchase Inspection	\$ 100.00	
	Missed inspection/"no-show" fee	\$ 25.00 Per Building	
	Second and subsequent missed inspection at same property	\$ 50.00 Per Building	
	Cancellation/Reschedule fee	\$ 25.00 Per Building	
<u>Late Registration Fees</u>			
	up to 30 days late (max \$50/building)	\$ 50.00 Per Building	
	30 - 60 days late (max \$100/building)	\$ 100.00 Per Building	
<i>Administrative Penalties apply to unregistered rental units more than 60 days past due.</i>			
Vacant building registration		\$ 400.00	

Neighborhood Services

		FEE 2023	FEE 2024
<u>Property Maintenance</u>			
<i>The Moorhead City Council has adopted the following penalty structure for violations of the City Code set forth in Titles 3, 9, and 10</i>			
Violations	Hazardous Property Condition	\$ 200.00	
	Substandard Property Condition	\$ 100.00	
	Unregistered Rental Dwelling Units	\$ 100.00	
	Nuisances	\$ 100.00	
	Zoning Violations	\$ 100.00	
	Other Violations of City Code Titles 3, 9, or 10	\$ 100.00	
	Violations of Title 3, 9, or 10 affecting 5 – 20 parcels owned by the same property owner	\$ 400.00	
	Violations of Title 3, 9, or 10 affecting more than 20 parcels owned by the same property owner	\$ 750.00	
	Appeal - Filing Fee		50.00
	Fee noted is per violation. Continuing or repeat violations subject to daily penalties. Maximum penalty per violation is \$2,000.		

Parks & Rec-Programs

		FEE 2023	FEE 2024
ADULT PROGRAMS			
<u>Fitness Programs</u>	All Levels Yoga	\$ 45.00	
	Dance Attack-	\$ 43.00	
<u>Ice Show Tickets</u>	Ages 3-11	\$ 6.00 Per Person	
	Ages 12+	\$ 9.00 Per Person	
<u>Kickball</u>	Adult Kickball	\$ 170.00 Per Team - Program Hold	
<u>Open Gym (Ellen Hopkins & Good S Youth</u>		No Fee	
	Adults T-TH (Sundays free)		\$5
<u>Pickleball (MYHA)</u>	Pickleball Program	\$ 3.00 Per Person/Per Time	\$5
	Pickleball Punchcard	\$ 25.00	\$40
	Pickleball Program Daytime Seniors	No Fee	
<u>Swimming Certification</u>	Lifeguard Certification	\$ 120.00 (free for those who work for Mhd)	
	Lifeguard Review Course	\$75 (free to current employees)	
	Swim Instructor Course (Mhd kids)	No Fee	
<u>Synchronized Swimming</u>			\$ 45.00
<u>Lap Swim</u>	Class		\$ 25.00
<u>Water Exercise</u>			
	6 - 12 sessions	\$30.00/65.00	
YOUTH PROGRAMS			
<u>Adaptive</u>	Adaptive Day Camp - 8 weeks	\$ 55.00	\$ 65.00
	Adaptive Soccer	\$ 40.00	\$ 50.00
	Adaptive Swimming Lessons	\$ 40.00	\$ 45.00
	Challengers Adaptive Baseball	\$ 40.00	\$ 50.00
	Adaptive Sports Sampler	\$ 40.00	\$ 50.00
<u>Baseball/Softball:</u>	T-Ball, Rookie, Pop-Up	\$55.00/\$82.50 Late Registration Fee 50% of Fee	
	Big Bopper	\$ 50.00	
<u>Basketball</u>	Youth Basketball	\$50.00/\$75.00 Late Registration Fee 50% of Fee	
	Mini Basketball	\$50.00/\$75.00	
<u>CPR blended learning</u>			\$ 65.00
<u>Dance Sampler</u>			
	Dance Sampler	\$ 35.00	
<u>Football</u>	Youth Flag Football	\$55.00/\$82.00 \$5.00/\$7.50 Late Registration Fee 50% of Fee	
<u>Golf</u>	Junior Golf Lessons	\$ 57.00	
	Lil Linkers	\$ 37.00	
<u>Gymnastics</u>	Youth Gymnastics	\$ 50.00	

Parks & Rec-Programs

		FEE 2023	FEE 2024
<u>Neighborhood Park Programs</u>	Summer Park Program (at NRC's)	\$ 50.00 (2) 4 week sessions (1:30-5:00 pm)	\$ 55.00
	Tiny Treasures	\$20.00/\$30.00	
	Art Camps	\$35.00/\$39.00	36.00-40.00
	Various Art Classes	\$10.00-\$15.00	
	After School Adventures (Romkey Park)	No Fee CDBG Funded	
<u>Red Cross Babysitting Course</u>		\$ 70.00	
<u>Skateboarding</u>	Camp Registration		\$ 50.00
	Gear Rental/Camp		\$ 10.00
<u>Skating Lessons</u>			
Skate with Us	Tots 3+	\$ 43.00	
	Levels 1 – 6	\$ 47.00	
	Hockey Skills, Novice	\$ 52.00	\$ 55.00
	Adults	\$ 60.00	
	Novice Patch	\$ 52.00	
Advanced Skaters Ice Time	Season Fee Packages	\$125.00/\$395.00	
<u>Sports Sampler</u>	Ages 4-6	\$ 40.00	
<u>Swimming Lessons</u>			
Learn to Swim	Preschool	\$ 45.00	\$ 50.00
	Level 1-6	\$ 45.00	\$ 50.00
	Parent/Child	\$ 35.00	
	Private Swim Lessons	\$ 50.00 Four 30-min sessions	\$ 55.00
<u>Tae Kwon Do</u>	Advanced/Beginner/Black Belt-Adult	\$ 75.00	
<u>Tennis Lessons</u>	Beginners	\$ 40.00	\$ 45.00
	Junior Varsity	\$ 55.00	
	Varsity	\$ 55.00	
	Pee Wee	\$ 35.00	\$ 40.00
<u>Volleyball</u>	Youth Coed Volleyball	\$ 50.00	\$ 60.00
<u>Winter Outdoor Rinks at NRC's</u>		No Fee	
<u>Youth Open Gym (Ellen Hopkins & Good Shepherd)</u>		No Fee	
<u>Canoe/Kayak</u>	Rentals	\$ 10.00 Per Vessel, Per Hour	
	Excursions (Single)	\$ 15.00 Per Person	
	Excursions	\$ 10.00 Providng own Vessel	
<u>Cross Country Ski</u>	Ski Rental	\$ ——— 5.00	
	Boot Rental	\$ ——— 5.00	
	Pole Rental	\$ ——— 2.00	
	Family Ski Rental	\$ 35.00	\$ 40.00
	Ski Package	\$ 12.00	\$ 15.00
	Snowshoe Rental	\$ 10.00	
	Snowshoe Family Rate	\$ 20.00	\$ 25.00
	Headlamp rental *new*	\$ 2.00	\$ 5.00

Advertising

Brochure Digital Only

Parks & Rec-Programs

		FEE 2023	FEE 2024
Parks & Rec Program Brochure	Back Page Ad	\$ 500.00	
	Full Page Ad	\$ 400.00	
	1/4 Page Ad (Inside Cover)	\$ 200.00	
	1/4 Page Ad	\$ 200.00	
	1/2 Page Ad	\$ 300.00	
Fees	Celtic Fest - Event Booth	\$ 75.00	Per Booth - reduce, smaller
	Farmers Market Vendor	\$ 85.00	Per Season
	Event Vendor Fee	\$ 25.00	Per Booth
	Sleigh Rides	\$ 5.00	Per Person
	Doggy Dip	\$ 5.00	
	Community Rummage Sale	\$ 35.00	
	Community Rummage Sale - table fee	\$ 10.00	

Parks & Rec-Facilities & Equip

		FEE 2023	FEE 2024
<u>Centennial Softball/Baseball Complex</u>			
Additional Drag		\$ 25.00 Per Drag	
Additional Staff		\$ 20.00 Per Hour	
Lacrosse		\$ 2,769.00	\$ 2,825.00
Light Usage		\$ 25.00 Per Hour/Per Wheel	
Moorhead Crush - fastpitch field per day		\$ 40.00	
Moorhead Crush - fastpitch field per day	Tournament	\$ 55.00	\$ 60.00
Moorhead Softball Assoc/Adult Team/Adult Church	Association Season Fee	\$ 300.00 Per Team	
	Field Rental Tournament	\$ 55.00 Per Field/Per Day	\$ 60.00
Moorhead Youth Baseball		\$ 180.00 Per Team	\$ 181.00
	4 Fields (Tournament)	\$ 160.00 Per Day	
		No fee if they do fields	
	8 Fields (Tournament)	\$ 300.00 Per Day	
		No fee if they do fields	
	Fall League	\$ 90.00 Per Team	
Non-Association Youth	1 Field	\$ 55.00 Per Game	
	4 Fields (Tournament)	\$ 275.00 Per Day	
	8 Fields (Tournament)	\$ 475.00 Per Day	
Non-Association Baseball Field Rental (NRC)		\$40 Per Day	
<u>Hjemkomst Center</u>			
Room Rentals	Oak (Mon - Thurs)	\$145 - \$240	
	Auditorium & Oak (Mon-Thurs)	\$260 - \$520	
	Auditorium & Oak (Fri - Sat - Sun)	\$600-\$1000	
	Ship Gallery (Mon-Thurs)	\$250	
	Ship Gallery (Fri - Sunday)	\$275	
	Auditorium, Oak & Pine (Fri)	\$735 - \$1150	
	Auditorium, Oak & Pine (Sat)	\$735 - \$1225	
	Stave Church	\$ 250.00	\$ 300.00
	Winter Rates (Discounted Rental/Weekends)	up to 35%	
	Room Deposit (Mon-Thurs)	\$100.00 Per Room	
	Room Deposit (Fri-Sat)	\$ 500.00	
	Stave Church Deposit	\$ 250.00	\$ 300.00
	Additional Set-Up	\$ 50.00	
	Multi-Media Projector	\$30.00-\$45.00	
	Tablecloths	\$ 5.00	
	Table Skirts	\$ 27.00	
	Security	\$ 100.00 4 Hours	
	Stage	\$75.00-\$125.00	
	Coffee	\$25.00-\$75.00	
	Damage/Excessive Clean Up	\$ 100.00 Minimum	
	Dishwasher Use	\$ 50.00	
<u>ISD #152 Baseball/Softball Fields</u>	Set-up Fee (Drag/Paint)	\$ 30.00 Per Game/Per Field	\$ 50.00
	use free		
<u>Matson Field Reservation</u>	American Legion	\$ 60.00 Per Game	\$ 62.00
	Amateur Baseball (Non Assoc)	\$ 100.00 Per Game	
	Youth	\$ 55.00 Per Game	
	Double Header	\$ 90.00 Per Use	\$ 100.00
	Tournament - 3 or more	\$ 125.00 3 or More	\$ 130.00
	Concession Building Rental	\$ 500.00 Per Concession Stand	
	Light Usage	\$ 25.00 Per Hour	
	Additional Drag	\$ 25.00 Per Drag	
	Additional Staff	\$ 20.00 Per Hour	

Parks & Rec-Facilities & Equip

		FEE 2023	FEE 2024
<u>Municipal Pool</u>			
Daily Admission	Youth/Adult	\$ 3.00	
	Lap Swim	\$ 2.00	\$ 3.00
	Individual Season Pass (Youth/Adult)	\$ 45.00	\$ 50.00
	Family Season Pass	\$ 110.00	\$ 120.00
Marlins Pool Rental	Rental (5 days a week)	\$ 1,483.00	\$ 1,542.00
Municipal Pool Rental		\$ 70.00	
Wading Pools	Daily Admission	No Fee	
	Rental	\$ 40.00 Per Hour	
<u>Neighborhood Recreation Center Rental</u>		\$ 50.00 Per Hour (Max \$200 /Day)	
<u>Park Shelter Reservation</u>			
	MB and Gooseberry Park Large Shelter	\$ 200.00 4 hours	\$ 250.00
		\$ 400.00 8 hours	
		\$ 550.00 11 hours	
	Gooseberry Park Small Shelter 4 hours	\$ 150.00 Per Day	\$ 200.00
	Gooseberry Park Small shelter 8 - 11 hours		\$25 per hr after 4 hrs
	M.B. Johnson Small Park Shelter 4 hours	\$ 200.00 Per Day	\$ 250.00
	M.B. Johnson Small Park Shelter 8 - 11 hrs		\$25 per hr after 4 hrs
	M.B. Johnson Large Park Shelter	\$ 200.00 4 hours	
		\$ 400.00 8 hours	
		\$ 550.00 11 hours	
	Early Open Fee 7 a.m.	\$ 25.00 Per Hour	
<u>Southside Regional Fields</u>			
	Youth Soccer Association Season (restructure per field)	\$ 5.50 Per Player/Per Season	\$10.00
	Youth Soccer Tournaments	\$ 38.50 Per Field/Per Day	\$ 40.00
	Adult Master Soccer	\$ 18.50 Per Player	\$ 25.00
	Fusion - Non Association Multiple	25.00/Hour/Per Field Per Hour	
	Association Baseball: Single Use	\$ 40.00 Per Field/Per Hour	\$ 45.00
	Association Baseball/Softball: 4 fields	\$ 155.00 Per Day	\$ 160.00
	Non Association Baseball: Single	\$ 55.00 Per Field/Per Day	\$ 60.00
	Non Association Baseball: Tournament 4	\$ 225.00 Per Day	
	Additional Drag	\$ 25.00 Per Drag	
	Additional Staff	\$ 20.00 Per Hour	
	Turf Damage	\$ 100.00	
	Turf Repair	\$ 40.00 Per Hour	
	FM Athletics Youth Football	\$ 2,769.00 Per Year	\$ 2,825.00
<u>Advertising</u>			
Miracle Field	Fence Line Advertising	\$ 350.00	
Moorhead Golf	Scorecards	\$ 550.00 Per Ad	
	Tee Markers	\$ 400.00	
<u>Late Penalties</u>			
Contract	10 Days Overdue	5%	
	30 Days Overdue	10%	
	Interest Per Annum	7%	

Parks & Rec-Golf

				FEE 2023	FEE 2024	
<u>Green Fees</u>						
Weekday - 9 Holes	Junior/Senior	\$	15.00	Restricted before 1:00 pm	\$	16.00
	Adult	\$	23.00		\$	24.00
Weekday - 18 Holes	Junior/Senior	\$	24.00	Restricted before 1:00 pm	\$	25.00
	Adult	\$	33.00		\$	35.00
Weekend - 9 Holes	Junior/Senior	\$	16.00	Restricted after 4:00 pm		
	Adult	\$	24.00			
Weekend - 18 Holes	Junior/Senior	\$	25.00	Restricted after 4:00 pm		
	Adult	\$	35.00			
6-Hole (Meadows only)		\$	17.00			
Twilight (4:30pm-close Friday/Saturday/Sunday Only)		\$	24.00			
18 Hole play required Friday 12:00 p.m. - 3:00 p.m., Saturday and Sunday 9:00 a.m. - 3:00 p.m.						
<u>Frequent Players Card</u>		\$	36.00			
\$3 off 9-hole rounds; \$5 off 18 hole rounds						
Good at both courses and allows for three-day advanced tee time reservation.						
<u>Season Passes</u>						
Junior (Under 18 years of age)	Both Courses	\$	250.00			
Restricted Pass	Single Course	\$	500.00			
	Both Courses	\$	600.00			
Restricted Passholders must tee off before 1:00 p.m. weekdays and after 4:00 p.m. weekends.						
Restricted College Pass	Single Course	\$	500.00			
	Both Courses	\$	600.00			
Restricted College Passholders must tee off before 3:00 p.m. weekdays and after 2:00 p.m. weekends.						
Non-restricted Pass	Single Course	\$	700.00			
	Both Courses	\$	800.00			
Household	Single Course	\$	1,125.00			
	Both Courses	\$	1,225.00			
Gold Pass		\$	1,600.00			
<u>Cart Rentals:</u>						
Village Green/Meadows	9 Holes	\$	11.00	Per Person		
	18 Holes	\$	17.00	Per Person	\$	18.00
	6 Holes	\$	8.00	Per Person		

Parks & Rec-Golf

		FEE 2023	FEE 2024
<u>Private Cart Use</u>	Annual	\$ 380.00	
<u>Driving Range</u>	Jr. Basket	\$ 3.50	
	Basket	\$ 7.00	
	Punch Card (30 punches)	\$ 140.00	
<u>Tournament Fees</u>	Weekday 9-Holes	\$15.00-\$23.00	
	Weekend 9-Holes	\$16.00-\$24.00	
	Weekday 18-Holes	\$23.00-\$33.00	
	Weekend 18-Holes	\$24.00-\$35.00	
Course Improvements Surcharge	9-Holes	\$ 0.25	\$ 0.75
(included in cost of green fee or pass)	18-Holes	\$ 0.50	\$ 1.00
	Per Pass	\$ 25.00	\$ 30.00
Morning Special		\$ 32.00	\$ 35.00

Pest Control

	FEE 2023	FEE 2024
<u>Pest Control</u>		
Animal Control	\$ 0.50	
Right of Way Maintenance	\$ 1.70	
Mosquito Control	\$ 1.06	
Pest Control Total	<u>\$ 3.26</u>	Per month

Planning & Zoning

	FEE 2023	FEE 2024
<u>General</u>		
Annexation Request	\$ 500.00	
Comprehensive Plan Map Amendment	\$ 250.00	
Combined Comprehensive Plan Map Amendment/Rezoning Request	400.00	
Conditional Use Permit / Variance / Appeal	\$ 200.00	Each
Combined Conditional Use Permit / Variance	\$ 300.00	
Provisional Use Appeal	\$ 175.00	
Zoning Amendment (text or map)	\$ 250.00	
Planned Unit Development (PUD)	\$ 300.00	
Planned Unit Development (PUD) Amendment	\$ 300.00	
House Moving Request (within City limits)	150.00	
<u>Signs</u>		
Portable & High Impact Signs		
Sign Placement Fee	\$ 15.00	
Permanent Signs	\$ 25.00	
<u>Subdivisions</u>		
Plats / Replats (Subdivision of Land)	\$ 500.00	
Minor Subdivision	\$ 250.00	
<u>Administrative Subdivisions</u>		
Boundary Line Adjustment	\$ 100.00	\$100.00. Multiple adjustments which are adjacent and on the same survey are no additional cost
Single Parcel Split (Twinhome)	\$ 100.00	\$100.00. Multiple splits which are adjacent and on the same survey are no additional cost
<u>Vacations</u>		
Vacation (right-of-way, easements)	\$ 350.00	Per application

Police Department

		FEE 2023		FEE 2024	
<u>Animal Control</u>					
Licenses					
	Dogs and Cats	\$	5.00		
	Dogs and Cats spayed and Neutered	\$	5.00		
Room/Board	Dogs	\$	28.00 Per Day	\$	30.00
	Cats	\$	21.00 Per Day	\$	23.00
Impound	Spayed / neutered	\$	40.00		
	Non-spayed/neutered	\$	40.00		
No License Penalty Fee		\$	50.00		
Potentially Dangerous Dog		\$	200.00		
Dangerous Dog Registration		\$	500.00		
<u>General</u>					
Incident Reports	One copy free to victim of report	\$	0.25	Per page black & white copies	
Handling Fee		\$	2.00		
Record Checks	Fee for staff locating records per citizen request	\$	10.00		
CD		\$	5.00		
DVD		\$	5.00		
Photos		\$	5.00	Plus Actual Costs of Reprints	
Digital Photos		\$	5.00	plus \$.50 per page	
911 Type Transcripts		\$	30.00	Per hour (1 hr. minimum)	
Audio Recording Transcribed		\$	30.00	Per hour (1 hr. minimum)	
Server Training		\$	15.00		
Unfounded Alarm	More than 3 within Calendar Year	\$	150.00	Per Alarm Call after 3	
ATV Permits/3 Year		\$	30.00		
<u>Impound Fees</u>		\$	120.00	\$25.00/Day Storage Charge	
Possible additional charges by the towing firm for extra work performed to complete the impound, e.g. dollying, winching, etc.					
<u>Parking</u>					
Parking Violations		\$	25.00		
Late Penalty	7-14 days	\$	10.00		
	14-30 days	\$	10.00		
	over 30 days	\$	10.00		
Fire Lane Parking Violation		\$	40.00		
Late Penalty	7-14 days	\$	10.00		
	14-30 days	\$	10.00		
	over 30 days	\$	10.00		
Handicap Parking Violation		\$	200.00		
Late Penalty	7-14 days	\$	25.00		
	14-30 days	\$	25.00		
	over 30 days	\$	25.00		
Residential Parking Permit Replacement Fee		\$	25.00		
Graffiti Removal			Actual Cost		
MN Crime Free Multi-housing program class		\$	50.00		

Police Department

FEE 2023

FEE 2024

Police Services for Private Events

Sporting Events

Traffic Control

Parades/Dances

All Other

Actual Employee Cost w/ Benefits per Hour

Actual Employee Cost w/ Benefits per Hour

Actual Employee Cost w/ Benefits per Hour

Actual Employee Cost w/ Benefits per Hour

Sanitation

FEE 2023

Commercial Garbage Service

Cubic Yards	Collection Frequency					
	once per week	2x week	3x week	4x week	5x week	6x week
1	\$43.30	\$76.02	\$108.73	\$141.42	\$174.15	\$206.86
2	\$54.49	\$96.82	\$139.14	\$181.47	\$223.80	\$266.13
3	\$68.59	\$120.54	\$172.49	\$224.44	\$276.38	\$328.32
4	\$81.94	\$143.51	\$205.07	\$266.63	\$328.19	\$389.68
6	\$107.63	\$188.42	\$269.23	\$350.03	\$430.82	\$511.02
8	\$134.34	\$234.37	\$334.40	\$434.43	\$534.47	\$634.49

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

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

Extra Container Dumps

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

Miscellaneous Commercial Charges

Small business (96 Gallon Cart)	\$ 24.92
Container drop off (1YD - 8 YD)	\$ 30.00
Container exchange (1YD - 8 YD)	\$ 30.00
Container cleaning	\$ 15.00
Dumpster return trip fee	\$ 20.00
Dumpster moving fee (per tip to allow dumping)	\$ 10.00

FEE 2024

Cubic Yards	Collection Frequency					
	once per week	2x week	3x week	4x week	5x week	6x week
1	\$45.03	\$79.06	\$113.08	\$147.08	\$181.12	\$215.13
2	\$56.67	\$100.69	\$144.71	\$188.73	\$232.75	\$276.78
3	\$71.33	\$125.36	\$179.39	\$233.42	\$287.44	\$341.45
4	\$85.22	\$149.25	\$213.27	\$277.30	\$341.32	\$405.27
6	\$111.94	\$195.96	\$280.00	\$364.03	\$448.05	\$531.46
8	\$139.71	\$243.74	\$347.78	\$451.81	\$555.85	\$659.87

Mixed Municipal Solid Waste

Disposal at Transfer Station - Mixed Municipal Solid Waste

1 Cu Yard (Minimum Charge)	\$ 11.00
2 Cu Yards (Vans, Pickups, Medium Trailers)	\$ 22.00
3 Cu Yards (Pickups with sideboards)	\$ 33.00
4 Cu Yards (1-Ton Trucks)	\$ 44.00
8 Cu Yards (2-Ton Trucks)	\$ 88.00
10 Cu Yards (2-Ton Trucks with sideboards)	\$ 110.00
20 Cu Yards (Tandem Truck)	\$ 220.00
30 Cu Yards	\$ 330.00
40 Cu Yards	\$ 440.00

-(17% Solid Waste Management Tax will be charged on above rates)-

Sanitation

		FEE 2023		FEE 2024
<u>Roll-off Containers (trash only)</u>				
Container Rental (per week after 2 weeks)		\$ 50.00		
+ Trip Fee	Per trip	\$ 200.00		
+ Disposal Fee (minimum fee) Up to 4 tons		\$ 212.00		
Up to 6 tons		\$ 318.00		
Up to 8 tons		\$ 425.00		
Additional per ton		\$ 53.00		
+ Overhead Fee		10%		
+ Solid Waste Management Tax (of cont rent, trip & disp)		17%		
<u>Roll-off Containers (trash / building materials mixed)</u>				
Container Rental (per week after 2 weeks)		\$ 50.00		
+ Trip Fee	Per trip	\$ 200.00		
+ Disposal Fee (minimum fee) Up to 4 tons		\$ 250.00	\$	400.00
Up to 6 tons		\$ 375.00	\$	600.00
Up to 8 tons		\$ 500.00	\$	800.00
Additional per ton		\$ 59.00		
+ Overhead Fee		10%		
+ Solid Waste Management Tax (of cont rent, trip & disp)		17%		
<u>Compactor Containers (stationary)</u>				
+ Container Rent	Per c.y.	\$ 2.50		
+ Trip Fee	Per trip	\$ 200.00		
+ Disposal Fee	Per c.y.	\$ 12.00		
+ Overhead Fee		10%		
+ Solid Waste Management Tax (of cont rent, trip & disp)		17%		
<u>Building Materials</u>				
	Base			
Minimum Charge	\$ —22.81			
Vans, Pickups, Medium Trailers	\$ —45.62			
Pickups with sideboards	\$ —68.43			
1-Ton Trucks	\$ —91.24			
2-Ton Trucks	\$ —182.47			
2-Ton Trucks with sideboards	\$ —228.09			
<i>(Solid waste management fee of \$0.60 per non-compacted c.y. included in the above rates.)</i>				
<u>Demolition Materials Roll-off (no trash)</u>				
Trip Fee		\$ 200.00		
Disposal Costs (per yard)		\$ 10.00	\$	15.65
Overhead fee		10%		
Solid waste management fee (non-compacted c.y.)		\$ 0.60		
Container Rental (per week after 2 weeks)		\$ 50.00		

Sanitation

			FEE 2023		FEE 2024
<u>Residential Garbage Service - Monthly Rates</u>					
<i>(Solid Waste Tax of 9.75% will be added to the rates below)</i>					
	48 Gallon Tote		\$ 10.44	\$	10.86
	64 Gallon Tote		\$ 12.98	\$	13.50
	96 Gallon Tote		\$ 18.35	\$	19.08
	Apartments		\$ 10.44	\$	10.86
*For multiple totes, add monthly charges for each to determine total monthly charge					
	Recycling (Non-Taxable Fee)		\$ 4.65	\$	4.84
	Recycling Multi-Family Residential (Non-Taxable Fee)		\$ 4.65	\$	4.84
Prepaid Yellow Bags	Per approx. 10 bags		\$ 20.00	\$	30.00
Extra Garbage not in Prepaid Yellow Bags	minimum		\$ 15.00	\$	20.00
Extra Garbage in Tote Above Rim of Container	minimum		\$ 15.00	\$	20.00
Return To Pick Tote Not at Curb			\$ 15.00	\$	20.00
Tote Clean-up			\$ 10.00	\$	20.00
Tote Exchanges (Home Owner Picked Up at Sanitation)			\$ 10.00	\$	15.00
Tote Exchanges (Sanitation Delivers to Curb)			\$ 20.00	\$	25.00
<u>Compost Site Charges</u>					
	Compost (Free to Clay County Residents, 2 Yard Maximum)	Per yard	\$ 10.00		
	Black Dirt (as Available)	Per yard	\$ 10.00		
	Ground Wood Chips	Per yard	Free		
	Street Sweepings (unscreened)	Per yard	\$ 1.00		
	Street Sweepings (screened)	Per yard	\$ 3.00		
	Yard waste brought from Clay County Cities	Per yard	\$ 5.26	\$	6.00
<u>Miscellaneous Charges</u>					
	Curbside Pick Up of Extra Items	Plus disposal cost	\$ 20.00	\$	25.00
	Mattresses/Box Springs		\$ 15.00	\$	16.00
	Furniture, per piece		\$ 10.00	\$	16.00
	Appliances		\$ 30.00		
	Appliances with Freon		\$ 35.00		
Non-residents	Double above rates				

Wastewater-Stormwater

		FEE 2023	FEE 2024
<u>Wastewater Disposal</u>			
Residential Customer Charge	\$ 21.56	Per month	\$ 22.42
Residential Flow Charge	\$ 2.71	Per CCF	\$ 2.82
		Per 1,000 gal	\$ 3.77
<i>Volume charges are based on actual monthly water use. Volume charges are based on the lesser of actual monthly water use or a maximum of 1.5 times the average water use of November, December, January, February, March, and April, excluding months with no usage. Monthly water use is assumed to be 600 CF for new customers with no water use for some or all winter months, and customers without water service.</i>			
Multiple Family Tenant	\$ 21.56	Per month	\$ 22.42
Multiple Family Dwelling	\$ 2.71	Per CCF	\$ 2.82
		Per 1,000 gal	\$ 3.77
<i>Volume charges are based on actual monthly water use. Wastewater charges are not applied to (or credits may be issued for) separately metered, non-sewered water use.</i>			
Commercial Customer Charge	\$ 21.56	Per month	\$ 22.42
Commercial Flow Charge	\$ 2.71	Per CCF	\$ 2.82
		Per 1,000 gal	\$ 3.77
<i>Volume charges are based on actual monthly water use. Wastewater charges are not applied to (or credits may be issued for) separately metered, non-sewered water use.</i>			
Industrial	Customer Charge	\$ 21.56 Per month	\$ 22.42
	Flow Charge	\$ 3,534.31 Per MG	\$ 3,675.68
	BOD Surcharge ¹	\$ 788.99 Per 1,000 lbs	\$ 820.55
	BOD Surcharge ²	\$ 630.09 Per 1,000 lbs	\$ 655.29
	TSS Surcharge	\$ - Per 1,000 lbs	\$ -
¹ BOD and TSS surcharges apply to loadings at concentrations of 300 - 1,000 mg/L.			
² BOD surcharge applies to loadings at concentrations greater than 1,000 mg/L.			
<u>Sanitary Sewer Connection Charges</u>			
Based on water meter size. Fee applies to a new connection, or existing connection if the water meter size is increased.			
5/8 and 3/4 inch water meter	\$ 463.50		\$ 477.41
1 inch water meter	\$ 648.90		\$ 668.37
1-1/2 inch water meter	\$ 834.30		\$ 859.33
2 inch water meter	\$ 1,344.15		\$ 1,384.47
3 inch water meter	\$ 5,098.50		\$ 5,251.46
4 inch water meter	\$ 6,489.00		\$ 6,683.67
6 inch water meter	\$ 9,733.50		\$ 10,025.51
8 inch water meter	\$ 13,441.50		\$ 13,844.75
<u>Sump Pump Program Waivers</u>			
	Seasonal Waiver	\$ 30.00 Per year	\$ 30.00
	Non-seasonal Waiver	No Charge	
<u>Storm Water Utility</u>			
	Residential	\$ 10.21 Per month	\$ 10.31
	Multiple Family Tenant	\$ 10.21 Per month	\$ 10.21
	Commercial/Industrial	\$ 10.21 Per base unit	\$ 10.31
	Commercial/Industrial Min	2 Base unit	2
	Commercial/Industrial Max	21 Base units	23
	Commercial/Industrial Min	\$ 20.42 Per month	\$ 20.62
	Commercial/Industrial Max	\$ 214.41 Per month	\$ 237.13
<i>A base unit is the average impervious surface area associated with a single family residential property.</i>			
<u>Hauled Wastewater/Septage Disposal Service Charge</u>	\$ 75.00	Per 1,000 gallons	\$ 75.00

Wastewater-Stormwater

		FEE 2023	FEE 2024
<u>Equipment Rates (one hour minimum)</u>			
Combination Jet/Vac Truck & Operators	Landfill tip fee billed separately	\$ 280.00 Per hour	\$ 350.00
Pressure Jet Machine w/Service Truck & Operators		\$ 140.00 Per hour	\$ 140.00
Semi-Tractor w/Tanker & Operator		\$ 170.00 Per hour	\$ 170.00
Sludge Applicator & Operator		\$ 210.00 Per hour	\$ 210.00
14" Crisafulli Pump w/Tractor		\$ 200.00 Per hour	\$ 200.00
6-inch Pump		\$ 200.00 Per hour	\$ 200.00
4-inch Pump		\$ 125.00 Per hour	\$ 125.00
3-inch Pump		\$ 100.00 Per hour	\$ 100.00
2-inch Pump		\$ 75.00 Per hour	\$ 75.00
300 KW Generator		\$ 90.00 Per hour	\$ 90.00
135 KW Generator		\$ 60.00 Per hour	\$ 60.00
25 – 60 KW Generator		\$ 30.00 Per hour	\$ 30.00
Portable Compressor		\$ 42.00 Per hour	\$ 42.00
<u>Sewer Plugs (one week minimum)</u>			
	42" - 60"	\$ 150.00 Per week	\$ 150.00
	30" - 42"	\$ 100.00 Per week	\$ 100.00
	15" - 24"	\$ 50.00 Per week	\$ 50.00
	6" - 12"	\$ 25.00 Per week	\$ 25.00
<u>Wastewater Testing and Analysis</u>			
	BOD5 (Total and/or Carbonaceous)*	\$ 36.00	\$ 39.00
	Total Suspended Solids*	\$ 20.00	\$ 27.00
	pH	\$ 10.00	\$ 16.00
	Ammonia Nitrogen*	\$ 30.00	\$ 31.00
	Sample Collection Fee **	\$ 35.00	\$ 40.00

* Certified Analytes

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

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

Street Light Utility

		FEE 2023	FEE 2024
<u>Street Lights</u>			
Residential	\$	4.00 Per month	
Multiple Family	\$	4.00 Per month	
All Others	\$	4.00 Per month	