



**CITY COUNCIL  
MEETING MINUTES  
MAY 13, 2024 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  
Mayor: Shelly Carlson

Absent:

2. Pledge of Allegiance

3. Agenda Amendments

4. Consent Agenda

**Motion to Approve Consent Agenda made by Heather Nesemeier and seconded by Laura Caroon**

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: AARP Free Income Tax Assistance Volunteer Preparers

Governmental Affairs Director Lisa Bode presented a MoorHeart Award to AARP's Free Volunteer Income Tax Preparers. The volunteers were recognized for their work to ensure all residents have access, assistance and educational resources necessary to navigate personal income tax filing.

B. Presentation: Class of 2024 Citizens Government Academy

Assistant City Manager Mike Rietz and City Manager Fellow Lauren Taylor shared appreciation for Moorhead residents and staff that participated in the 2024 Citizens Government Academy. The graduation rate was 100% based on attendance of 23 participants. Mayor Carlson presented certificates of graduation.

C. Proclamation: Older American Month 2024

Mayor Shelly Carlson presented a Proclamation for Older American Month in May.

6. Approve Minutes

A. April 22, 2024 Meeting Minutes

**Motion to Approve April 22, 2024 Meeting Minutes made by Sebastian McDougall and seconded by Deb White**

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)

8. \*Mayor and Council Appointments

9. Public Hearings (5:45 pm)

A. Public Hearing to Consider Reduction in Public Transit Service Hours on MATBUS and MAT Paratransit to Become Effective July 1, 2024

**Motion to Open Public Hearing Public Hearing to Consider Reduction in Public Transit Service Hours on MATBUS and MAT Paratransit to Become Effective July 1, 2024 made by Heather Nesemeier and seconded by Ryan Nelson**

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

Moorhead Transit Manager Lori VanBeek presented changes to MATBUS and MAT Paratransit service hours.

**Motion to Close Public Hearing Public Hearing to Consider Reduction in Public Transit Service Hours on MATBUS and MAT Paratransit to Become Effective July 1, 2024 made by Heather Nesemeier and seconded by Laura Caroon**

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

B. Resolution to Approve Changes in Public Transit Service Hours for MATBUS and MAT Paratransit Effective July 1, 2024

**Motion to Approve Resolution to Approve Changes in Public Transit Service Hours for MATBUS and MAT Paratransit Effective July 1, 2024 made by Heather Nesemeier and seconded by Deb White**

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

- C. Public Hearing Relating to Proposals to Adopt the Redevelopment Plan for the Downtown Moorhead Development Project and to Establish the Tax Increment Financing Plan for Tax Increment Financing (Redevelopment) District No. 31 (Downtown Moorhead Redevelopment Project)

**Motion to Open Public Hearing Public made by Heather Nesemeier and seconded by Laura Caroon**

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

Downtown Moorhead Inc President/CEO Derrick LaPoint presented information on a Tax Increment Financing District in downtown Moorhead for the Center Mall redevelopment area.

**Motion to Close Public Hearing made by Laura Caroon and seconded by Heather Nesemeier**

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

- D. Resolution Establishing the Downtown Moorhead Development Project TIF

**Motion to Approve Resolution Establishing the Downtown Moorhead Development Project TIF made by Ryan Nelson and seconded by Heather Nesemeier**

Motion Passed

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

Against: 0;

Abstain/Recuse: 0;

Absent: 0;

10. Economic Development

- A. \*Resolution Finding that Construction of a New Office/Shop Building Located at 4111 34 Ave S is Consistent with the Protective Covenants of MCCARA Third Addition with Variance

11. Engineering Department

- A. \*Resolution to Award Bid for the 2024 Final Wearing Course and Meadows Golf Course Parking Lot Improvements (Eng. No. 24-A2-02)

12. Community Development Department

- A. \*Resolution to Approve Minor Subdivision – 406 Horn Avenue - Parcel 58.102.1810
- B. \*Resolution to Approve Conditional Use Permit for Excavation and Development in Floodway and Flood Fringe at Clay County Ditch No 41 (Snakey Creek)
- C. \*Resolution to Approve Vacation of a portion of 1st Avenue S Right-of-Way in Schreiber's Addition

- D. \*Resolution to Approve Preliminary and Final Plat relating to Moorhead Downtown Addition

13. Administration

- A. \*Resolution to Approve Budget Adjustment #24-014 Related to the Cost of Updating the Transit Development Plan
- B. \*Resolution to Approve Legal Services Agreement with Ohnstad Twichell, PC

14. Mayor and Council Reports

Council member Caroon spoke with Concordia students and attended a community breakfast to learn more about Sanford Health and the Childrens Hospital.

Council member Nesemeier congratulated Citizens Government Academy graduates and shared information about applying for the Citizens Police Academy. Council member Nesemeier also participated in a How to Run for Office workshop hosted by West Central Initiative and the League of Women Voters. The United Prairie Foundation is hosting prairie garden planting workshops in Moorhead. The Cass Clay Food Partners are developing a strategic plan and the 2024 Longest Table event is scheduled on June 27 at MState.

Mayor Carlson congratulated Michael Burns Architects for its 40 years in business in Moorhead. Mayor Carlson also recognized Moorhead Plumbing & Heating for its 100 years of service in Moorhead. The Mayor attended a number of Chamber of Commerce events including Women Connect and Eggs & Issues with Military personnel including Major Zachary Hendrickson with the National Guard unit based in Moorhead. Mayor Carlson participated in the How to Run for Office workshop at the Moorhead Public Library. Mayor Carlson met with English Language Learning adult students at the Moorhead Vista Center. Mayor Carlson thanked Moorhead Governmental Affairs Director Lisa Bode and Magnify Financial Mortgage Lender Michael Edenborg for presenting to area real estate professionals on opportunities to purchase and/or build a home in Moorhead.

15. City Manager Reports

City Manager Dan Mahli thanked attendees and staff that participated in Moorhead's Citizens Government Academy. City Manager Mahli shared that the municipal pool and neighborhood wading pools open May 31. In addition, a ribbon cutting for the Inclusive Playground is scheduled at Southside Regional Park on May 30 at 1:30.

16. Executive Session

- A. Closed Executive Session pursuant to Minn. Stat. § 13D.05 subd. (a) for the purpose of conducting the City Managers Annual Performance Evaluation\*

**Motion to Enter Closed Session at 6:48pm pursuant to Minn. Stat. § 13D.05 subd. (a) for the purpose of conducting the City Managers Annual Performance Evaluation made by Sebastian McDougall and seconded by Larry Seljevoid**

Motion Passed

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

Against: 0

Abstain/Recuse: 0

Absent: 0;

**Motion to Exit Closed Session at 7:36pm pursuant to Minn. Stat. § 13D.05 subd. (a) for**

**the purpose of conducting the City Managers Annual Performance Evaluation made by Matthew Gilbertson and seconded by Ryan Nelson**

Motion Passed

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

Against: 0

Abstain/Recuse: 0

Absent: 0;

17. New Business

18. Adjourn

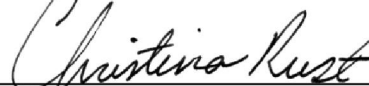
Meeting adjourned at 7:39pm

APPROVED BY:



Michelle (Shelly) A. Carlson  
Mayor

ATTEST:



Christina Rust  
City Clerk

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