



Regular City Council Meeting

Monday, July 6, 2026, at 5:30 PM

City Council Chambers, City Hall (10 3rd Ave SW)

Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SWEARING IN OF NEWLY ELECTED OFFICIALS & SIGNING OF OATH OF OFFICE
4. ROLL CALL
5. ELECTION OF CITY COUNCIL PRESIDENT
6. ELECTION OF CITY COUNCIL VICE-PRESIDENT
7. APPOINTMENT OF COMMITTEES
  - 7.1. APPOINTMENT OF COMMITTEES
8. MAYOR'S REPORT
9. REPORTS
  - 9.1. CITY MANAGER'S REPORT
    - CENTRAL DAKOTA MPO PRESENTATION
  - 9.2. CITY ATTORNEY'S REPORT
10. CONSIDER THE REPORT OF THE MAGIC FUND SCREENING COMMITTEE
  - 10.1. MAGIC FUND BUCKET TRANSFER REQUEST

**RECOMMENDED ACTION**

**It is recommended City Council authorize the transfer of \$519,231 from the Primary Sector bucket to the State Program Matching Funds bucket per the MAGIC Fund Guidelines.**

- 10.2. APPROVE THE MAGIC FUND REQUEST FROM SOURIS BASIN PLANNING COUNCIL

**RECOMMENDED ACTION**

It is recommended City Council approve the MAGIC Fund request from Souris Basin Planning Council in the amount of \$250,000 and authorize the Mayor to sign the Grant Funding Agreement.

10.3. APPROVE THE MAGIC FUND REQUEST FROM MINOT STATE UNIVERSITY

**RECOMMENDED ACTION**

It is recommended City Council:

1. Approve the MAGIC Fund request from Minot State University for \$500,000;
2. Direct staff to negotiate a developer's agreement; and
3. Authorize the Mayor and Finance Director to sign the agreement.

11. CONSENT ITEMS

11.1. CITY COUNCIL MINUTES

**RECOMMENDED ACTION**

It is recommended City Council approve the minutes of the June 15, 2026, Regular City Council meeting and the June 15, 2026, Special City Council Budget Work Session meeting.

11.2. ORDINANCES

**RECOMMENDED ACTION**

It is recommended City Council approve the following ordinances on second reading:

1. Ordinance No 6216 - Chapter 22 Code Enforcement and Nuisances
2. Ordinance No 6217 - 2026 BA - Asset Management Software Update
3. Ordinance No 6218 - 2026 BA - Friends of the Library Donation

11.3. ADMINISTRATIVE APPROVALS

**RECOMMENDED ACTION**

It is recommended City Council ratify the following administratively approved requests:

1. Northern Infidels Motorcycle Club to conduct a raffle on June 13, 2026, at the Northern Infidels Motorcycle Clubhouse (305 4th Ave NW).

2. Minot Commission on Aging to conduct a raffle and bingo on the 2nd and 4th Tuesday of every month from July 1, 2026, through June 30, 2027, at Minot Commission on Aging (21 1st Ave SE).
3. Minot Y's Men to conduct a sports pool from Sept 14, 2026, through January 4, 2027, at the Minot Family YMCA (3515 16th St SE).
4. Minot North Volleyball Booster Club to conduct a sports pool from Sept 10, 2026, through November 16, 2026, at Minot North High School (2100 21st Ave NW).
5. Animal Empowerment League, LLC to conduct a raffle on June 17, 2026, at Corbett Field (1124 E Burdick Exwy).
6. Minot Valley Scottish Rite to conduct a raffle on October 7, 2026, at Minot Masonic Center (2524 E Burdick Exwy).
7. Minot Area Partnership Services to conduct a raffle on September 4, 2026, at Minot Area Partnership Services (1800 4th Ave NW).
8. Downtown Business & Professionals Association to conduct a raffle and raffle board game on June 19, 2026, at The Spot (6 2nd St NE).
9. Two Special Event Permits for the Spot (6 2nd St NE).
10. Three Special Event Permits for the Ranger Lounge (1218 S Broadway).
11. Special Event Permit for The Drop Zone (101 Main St S).
12. Six Special Event Permits for the Blue Rider (118 1st Ave SE).
13. Special Event Permit for Gourmet Chef (122 Main St S).
14. Two Special Event Permits for Pointe of View Winery (8411 19th Ave NW, Burlington).

#### 11.4. BILLS, TRANSFERS, & PAYROLL

##### **RECOMMENDED ACTION**

It is recommended City Council approve the payroll for May 17, 2026, through June 13, 2026, in the amount of \$2,855,593.67 and the June bills in the amount of \$8,361,338.92.

#### 11.5. GAMING SITE AUTHORIZATIONS RENEWALS

##### **RECOMMENDED ACTION**

It is recommended City Council approve the following gaming site authorization for Beulah Convention and Visitor's Bureau to conduct games of chance during the license year of July 1, 2026, through June 30, 2027, at the following location:

- Comfort Suites (601 22nd St SW)
- Uncle Maddio's (3310 16th St SW #100)

#### 11.6. ALCOHOLIC BEVERAGE LICENSE

##### **RECOMMENDED ACTION**

**It is recommended City Council approve the following alcohol licenses:**

- **Loiter Coffee, LLC dba Loiter Coffee (400 E Central Ave) for a Beer and Wine license from July 6, 2026, to December 31, 2026.**

#### 11.7. AWARD OF BID - PARKVIEW MHP STRUCTURE DEMOLITION AND SITE RESTORATION (3755.24)

##### **RECOMMENDED ACTION**

**It is recommended City Council award the bid to Dig It Up Backhoe Service, Inc. for \$1,098,700; authorize staff and CDM Smith to negotiate a contract; and authorize the Mayor and Finance Director to sign the agreement.**

#### 11.8. AIRPORT GROUND LEASE BETWEEN THE CITY OF MINOT AND FLYING S REAL ESTATE, LLC FOR LOT 6, BLOCK 9 AT MINOT INTERNATIONAL AIRPORT

##### **RECOMMENDED ACTION**

**It is recommended City Council approve the Ground Lease and Hangar Development contract between City of Minot and Flying S Real Estate, LLC; and authorize the Mayor to sign the lease agreement.**

#### 11.9. CITY OF MINOT PENSION AND OTHER POST-EMPLOYMENT BENEFITS (OPEB) ACTUARY REQUEST FOR PROPOSALS (RFP)

##### **RECOMMENDED ACTION**

**It is recommended City Council award the City of Minot Pension and OPEB actuary services contract to VIA Actuarial Solutions and authorize the Mayor and Finance Director to sign the contract.**

#### 11.10. CONTRACT FOR CONSTRUCTION ADMINISTRATION AND CONSTRUCTION OBSERVATION SERVICES FOR THE AIRFIELD UTILITIES – GAS LINE EXTENSION PROJECT (NDAC-2025-16)

##### **RECOMMENDED ACTION**

**It is recommended City Council approve of the Airfield Utilities (Gas Line Extension) – Construction Administration and Construction Observation proposal from Short Elliott Hendrickson Inc. (SEH); and authorize the Mayor to sign the agreement.**

#### 11.11. MOU WITH QUENTIN BURDICK JOB CORPS

**RECOMMENDED ACTION**

**It is recommended City Council approve the MOU on first reading and grant the Mayor to sign the agreement as presented.**

- 11.12. AMENDMENT OF CENTRAL DAKOTA MPO ANNUAL CONTRACT WITH THE CITY OF MINOT

**RECOMMENDED ACTION**

**It is recommended that City Council approve the contract amendment and authorize the Mayor to sign the contract.**

- 11.13. CASE #2026-52 - EAST SIDE ESTATES 6TH ADDITION - MINOR PLAT

**RECOMMENDED ACTION**

**It is recommended City Council approve the Minor Plat as shown in Attachment A.**

- 11.14. CASE #2026-53 - BLAISDELL BIRD 2ND ADDITION - MINOR PLAT

**RECOMMENDED ACTION**

**It is recommended City Council approve the Minor Plat as shown in Attachment A.**

- 11.15. CASE #2026-51 - BOLTON HEIGHTS 18TH ADDITION - MINOR PLAT

**RECOMMENDED ACTION**

**It is recommended City Council approve the Minor Plat as shown in Attachment A.**

- 11.16. CASE #2026-54 - SKYPORT 14TH ADDITION - MINOR PLAT

**RECOMMENDED ACTION**

**It is recommended City Council approve the Minor Plat as shown in Attachment A.**

- 11.17. CASE #2026-28 - POST ONE PROPERTIES ADDITION - FINAL PLAT

**RECOMMENDED ACTION**

**It is recommended City Council approve the Final Plat as shown in Attachment A.**

- 11.18. CASE #2026-55 - KOPPER SUNRISE 3RD ADDITION - MINOR PLAT

**RECOMMENDED ACTION**

**It is recommended City Council approve the Minor Plat as shown in Attachment A.**

11.19. CASE #2026-56 - EAGLES LANDING 3RD ADDITION - MINOR PLAT

**RECOMMENDED ACTION**

It is recommended City Council approve the Minor Plat as shown with the following conditions per the Engineering department:

- Sidewalks are required to be constructed

11.20. ADOPT REVISED PROGRAM INCOME POLICY

**RECOMMENDED ACTION**

It is recommended City Council adopt the revised program income policy.

11.21. 3RD STREET AND CENTRAL AVENUE RECONSTRUCTION PROJECT - RIGHT OF ENTRY LICENSE AGREEMENT WITH CPKC (4826)

**RECOMMENDED ACTION**

It is recommended City Council approve the Right of Entry License Agreement with CPKC and authorize the Mayor to sign.

12. ACTION ITEMS

12.1. BUDGET AMENDMENT - NDIRF ENDORSEMENT FOR WATER AND SEWER BACKUP

**RECOMMENDED ACTION**

It is recommended City Council:

1. Authorize staff to enroll in NDIRF's Public Sewer Backup and Water Main Break Coverage at a rate of \$50,290; and
2. Approve a budget amendment on first reading to allocate the appropriate funds to cover the endorsement.

12.2. BUDGET AMENDMENT - ACCEPT 2025 SHSP GRANT AWARD

**RECOMMENDED ACTION**

It is recommended City Council:

1. Accept the North Dakota Department of Emergency Services (NDDes) FY 2025 State Homeland Security Grant;
2. Authorize the Fire Chief to sign the grant agreement; and
3. Approve the proposed budget amendment.

12.3. BUDGET AMENDMENT - ACCEPTANCE OF THE FY2025 BULLETPROOF VEST PARTNERSHIP GRANT

**RECOMMENDED ACTION**

**It is recommended City Council accept the FY2025 Bulletproof Vest Partnership (BVP) Grant and approve the proposed budget amendment for the FY2025 US Department of Justice BVP Grant on first reading.**

12.4. BUDGET AMENDMENT - LEAD AND COPPER RULE COMPLIANCE

**RECOMMENDED ACTION**

**It is recommended City Council approve a budget amendment in the amount of \$85,000 to allocate funding for LCRI compliance and predictive modeling and authorize the Mayor to sign necessary documents on behalf of the city.**

12.5. AIRPORT RENTAL CAR PARKING LOT (EAST) & EXIT LANE RECONSTRUCTION - DESIGN AND BID

**RECOMMENDED ACTION**

**It is recommended City Council approve the contract with Mead & Hunt, Inc. to design and bid the reconstruction of the rental car lot and its associated access points; and authorize the Mayor, Airport Director, and Finance Director to sign the agreements.**

12.6. URBAN GRANT PROGRAM GRANT AWARD- 3RD STREET RECONSTRUCTION PHASE II (4826.1)

**RECOMMENDED ACTION**

**It is recommended City Council accept the Urban Grant from the NDDOT.**

12.7. HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) GRANT ACCEPTANCE - RRFB CROSSINGS ON BURDICK EXPRESSWAY

**RECOMMENDED ACTION**

**It is recommended City Council accept the HSIP grant from the NDDOT.**

13. PERSONAL APPEARANCES

14. MISCELLANEOUS AND DISCUSSION ITEMS

15. ADJOURNMENT