WILLMAR CITY COUNCIL MEETING

MONDAY, AUGUST 14, 2023 @ 6:30 PM

CITY HALL, 333 6TH ST SW, WILLMAR, MN 56201

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Proposed Additions or Deletions to Agenda
5. Regular Business
    A. City Auditorium Tour
    B. 2024 Election Discussion
    C. Work Session Calendar
6. Adjourn

City of Willmar

City Council Action Request

Council Meeting Date:	August 14, 2023	**Agenda Item Number:**	5.A.
Agenda Section:	Regular Business	**Originating Department:**	Administration
Resolution:	No	**Prepared By:**	
Ordinance:	No	**Presented By:**	
Item:	City Auditorium Tour		

RECOMMENDED ACTION:
Information Only

OVERVIEW:
The City Council will walk through the City Auditorium to view the current state of the building and to review the 2022 site analysis.

BUDGETARY/FISCAL ISSUES:
NA

ALTERNATIVES TO CONSIDER:
NA

ATTACHMENTS:
1. Willmar Auditorium Site Condition Report - May 31, 2022
2. Midwest Consulting - Auditorium

Draft
Condition Assessment for the Willmar Auditorium
Kandiyohi County, MN

Prepared for the
City of Willmar, Minnesota

Submitted May 31, 2022

PREPARED BY MACDONALD & MACK ARCHITECTS

CLEAN WATER LAND & LEGACY AMENDMENT

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National Register Nomination
2014 Condition Report
Original Drawings
HVAC Renovation Drawings

INTRODUCTION

LOCATION

Willmar Auditorium
311 6th Street SW
Willmar, MN 56201
Kandiyohi County

HISTORIC DESIGNATION

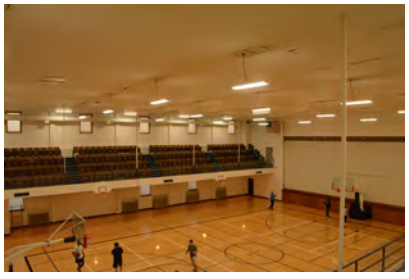
Listed on the National Register of Historic Places in 1991
Number 91000976
Areas of Significance: Art, Social History, Architecture
Period of Significance: 1935-1941
Significant Years: 1935

STUDY SUMMARY

This study was commissioned by the City of Willmar to assess the current conditions of the Willmar Auditorium, provide recommend repairs, and develop a prioritization of these repairs with order-of-magnitude pricing to provide guidance for future planning for the building. During the writing of this report the City of Willmar is exploring options for their City owned buildings and its use.

From the National Register Nomination:

> The Willmar Auditorium is historically significant under National Register Criterion A as one of the major work relief projects sponsored by the Minnesota State Emergency Relief Administration. The Auditorium is also significant as the largest work relief project in Kandiyohi County at the time of its construction, and as a particularly successful example of the goal of work relief in which many laborers learned skilled trades during the construction process.
>
> The Willmar Auditorium is architecturally significant under National Register Criterion C as an outstanding adaptation of the Moderne Style featuring unusual patterns of contrasting stone and brick. The Auditorium is artistically significant for its finely executed relief sculpture representing agriculture, industry, and war service, and for the Memorial Room which includes native stone from every state in the nation, and extensive mural paintings by Richard Haines of the WPA Federal Art Project.
>
> The Auditorium was considered an excellent example of work relief not only because a substantial number of workers were employed, but all classes of labor were utilized. This



was based on a policy to select projects which employed individuals from as many fields of labor as possible. In addition, labor intensive construction methods were also devised, such as the use of ramps to convey building materials in order to employ common laborers, rather than using a hoist and derrick. It was also documented that many workers learned skilled trades during the construction process. This helped satisfy an important goal of the work relief programs by facilitating a worker's return to private employment as soon as a position became available. State WPA Administrator Victor Christgau commented that, "This contribution to the improvement of workers in the Willmar area is a benefit accruing to the community that is as real as the structure itself."

The interior of the building is organized into three distinct sections. The western portion includes three stories providing space for a variety of public functions, the central section encompasses the expansive auditorium space, and the eastern section includes the stage and dressing rooms. The western section originally included a ticket booth, coat room, kitchen, and Memorial Room, all located on the first floor, club rooms and balcony space for 550 people on the second, and a scout room, additional club rooms, and a projection room on the third floor. The 92' x 96' auditorium space seats 1,500 people and includes balconies along the north and south walls. The basement contains showers and dressing rooms, mechanical space, a band room, and a rifle range.

The Auditorium is still being used, although is use is very limited. The gym is used by community members for basketball, pickleball, and other activities; and there is one City office in the second floor. Otherwise, the building, including the gun range, goes unused.

METHODOLOGY AND REPORT PURPOSE

Field survey investigations were conducted in November 2021 to record and analyze the physical condition of the building and to determine possible treatment options. Site work included conditions observations, material assessment by observation only, and photography. We met with representatives from the City to examine current use, assess problematic conditions, understand recent projects of repair, and discuss potential future steps.

In 2014, a Master Plan report was developed by Engan Associates to assess aspects of the building and develop recommendations for

continued and future use, however the main focus of that report was dealing with the problematic conditions lead exposure from the gun range. As part of that report, the main outcome was the physical and HVAC renovation of the gun range. This was completed in 2015:

- The finishes of the gun range were modified
- The lead lined ductwork was either removed or capped when imbedded in current construction
- Two new HVAC units were installed. One that only serves the gun range and another to serve the rest of the building.
- Ductwork from the basement runs in two new chases in the northwest and southwest corners of the Auditorium. It is assumed that portions of the balcony structure were cut out for the ductwork, although no specific documentation of the construction work exists.
- Shop drawings of the mechanical system are attached to this report.

The function of this report is to:

- Develop a supplement to the 2014 to identify work that has taken place since 2014 as well as adding new items and updates to items previously listed.
- Develop and prioritize work.
- Provide guidance for future work with the Legacy Grant program and State Historic Preservation Office.

PROJECT PARTICIPANTS

MacDonald and Mack Architects led the project. Todd Grover served as principal investigator and wrote the report.

ACKNOWLEDGMENTS

The author wishes to thank the following individuals who were generous with their time and knowledge and assisted in this Conditions Assessment.

- Willard Huyck, City of Willmar
- Leslie Valiant, City of Willmar
- Justice Walker, City of Willmar
- Christopher Simon, City of Willmar

REPORT LIMITATIONS

The information presented in this report is based on limited visual observations conducted during the site visits. There is no claim, either stated or implied, that all conditions were observed. No physical testing has been performed. This report does not address any portion of the structure other than those areas mentioned. It does not provide any warranty, either expressed or implied, for any portion of the existing structure. No hazardous material assessment was conducted. The City has completed hazardous material assessments in relationship to lead distribution from the gun range, and we recommend the City continue to monitor and reassess the lead and other hazardous materials in the building by hiring a professional who has experience with this hazardous materials assessment to provide ongoing monitoring.

TREATMENT PHILOSOPHY

The National Register of Historic Places Nomination completed in 1991 states that the Willmar Auditorium retains its original configuration and most of its historic materials. From the photos included in the National Register Nomination in the Appendix, it can be seen that since this time 30 years ago, little change has occurred on the exterior. On the interior, there have been some modifications related to the gun range and full building HVAC system, but little else has been modified since the 2014 report. The focus of the report will look at the historic materials and their current condition as an update from the 2014 report baseline.

The Willmar Auditorium retains a significant amount of integrity and setting as noted in the National Register of Historic Places. With the understanding that the Auditoriums' current condition and continued use as a Civic building, however acknowledging that the building needs adaptation, we recommend that the Willmar Auditorium follow the *Standards for Rehabilitation* of the Secretary of the Interior's Standards for the Treatment of Historic Properties (hereafter called "the Standards").

STANDARDS FOR REHABILITATION

The Secretary of the Interior has four treatments that apply to changes made to historic buildings. These treatments include Preservation, Restoration, Rehabilitation, and Reconstruction. Due to the significance of the building, it is vital that the proper treatment philosophy is chosen to guide all future work on the property. To pick the appropriate treatment standard, the maintenance, level of repairs required, and any alterations the building may need to continue its thriving inhabitation must be considered. The Technical Preservation Services of the National Park Service states,

"When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for new or continued use; when its depiction at a particular period of time is not appropriate, Rehabilitation may be considered as a treatment."

Therefore, the recommendations we make in this report follow these standards, and we recommend that all future work done to the original portion of the building follows the *Secretary of the Interior's Standards for Rehabilitation*.

The *Secretary of the Interior's Standards for Rehabilitation* state:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated

from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Again, we recommend that all future work on the building be done according to the ten standards previously listed. Further discussion of the Secretary of the Interior's Standards can be found on the National Park Service's website.

FUTURE PLANNING

The building is significantly under used. For this report, we are making the assumption that this will be a multi-use building.

- The Auditorium will remain in it current use, serving the community for athletics and a large open space for numerous uses.
- The Stage will remain as it is, however, if future demands offer the opportunity to open the stage back up to the Auditorium space, this could serve as an additional function for the building. If sound and function separation are still required, then the wall can remain.
- ADA access would be provided by a new elevator that would be located to the south side of the entry lobby. The ramped floor of the entry lobby meets ADA requirements, and thus the main entry is ADA accessible. Having an elevator just off of this lobby would serve basement through the 3rd floor, with enough overhead room in the attic so the whole shaft could be located under the roof.
- ADA access to the elevated stage could be provided by a stage lift to the south side of the stage.
- A second means of egress would need to be provided in the southwest corner of the building. This could be located near the elevator and exit through one of the historic doorways into the alleyway. This stair would have to serve basement through the third floor, with egress exiting on the first floor.
- ADA restrooms would need to be provided on each floor. Knowing that the existing plumbing, fixtures, and layouts of the current bathrooms are poorly functioning, each of these locations, as well as new locations can accommodate ADA restroom compliance.
- With these improvements the main sections of the basement through the third floors would be ADA accessible and meet egress requirements for its current use, and also provide for accommodations for expanded use to offices in the basement and west portions of the first, second, and third floors.

- The HVAC system could be consolidated into the center of the basement. This would require some reconfiguration of the HVAC system that currently serves the gun range to be reconfigured. Ideally it would be best to move the whole system to be closer to the historic mechanical room, but rerouting ductwork would prove expensive.

CHARACTER-DEFINING FEATURES

Defining the significant features is a vital step in determining appropriate treatments for the buildings that follow the Secretary of the Interior's Standards for the Treatment of Historic Properties. The overall visual character, as well as the details and craftsmanship that embody the structures are discussed below.

Setting and Shape

Large, three-story structure in a municipal setting
Building walls built out to property lines
Series of glass doors opening to 6th street

Building Facades

Monumental brick and cast stone detailing on the 6th street façade with interspersed steel sash casement windows
Three bas-relief panels above the main glazed entrance doors
Brick on the south and north elevations with punched window openings of glass block and steel sash casement windows

Interior Spatial Volume

Large entry lobby with monumental staircase to the north
Three-story auditorium with upper level viewing balconies
Stage, part of it currently projecting into the Auditorium and the remaining part behind the more recently installed wall

Interior Features

Memorial Room
Institutional finishes of a civic building—painted plaster walls, terrazzo flooring, identifiable structural elements, and durable hard finishes

CONDITION ASSESSMENT

The methodology for the condition assessment is to identify the issues starting from the outside of the building and then moving inside. The narrative below will describe the materials and their current condition, then offer *recommendations (in italics)* for repair. As with all buildings, there are connective conditions and recommendations with the materials and building systems. These will be cross-referenced within each section.

West elevation

SITE AND SETTING

The Willmar Auditorium is located on the east side of 6th Street West, between Litchfield and Becker Avenues. The Auditorium is a large three-story Moderne Style structure built with steel and reinforced concrete and faced with brick and stone. The setting is a typical 'main street' building in a smaller town's urban setting. The west façade is the principal elevation, it is:

- Divided into nine symmetrical bays with recessed panels, except the outer two, framing the elevation
- The three central bays feature double entrance doors on the first floor with recessed windows above
- Flagpoles are placed above the third story window opening of each narrow, central bay
- The building has a shallow gable roof, hidden by a stepped parapet on the west elevation
- Three bas-relief panels, each 9 feet high and 8 feet wide and cast with white sand and cement, are placed above the entrance. The central panel depicts war service and contains a figure representing each
- Several additional carvings representing various activities and products are placed above each of the major sculptural figures
- The side walls are also divided into regular bays and include large openings on the first floor which provide access to the auditorium
- The eaves on the north and south sides of the building have a cornice and with a flat run gutter that leads to downspouts and underground drainage on the north and south elevations

Bas-relief panel

The building is bound on all sides with hard surfaces: a sidewalk to the west and bituminous drive/parking areas on all other sides. Historically there was an alleyway to the north with a building bult close to the property line of the north elevation. On the south, the building was much more open, with windows/doors being open to the alleyway and adjacent lot that was unbuilt. It appears that access to the auditorium was much more open and accessible from the south. Also, the north side has an additional doorway added at a historic window location.

Portion of north elevation

Southeast corner of building

Historic photo showing beginning stages of construction

Exposed structural steel in attic

Exposed clay tile in mechanical chase

Today this elevation is much more closed off.

The setting is very true to the historic setting and in good condition. There are a few panels in the west sidewalk that are a bit uneven or deteriorated with cracks and spalls. Specific elements of the exterior of the building (Masonry Exterior and Site Drainage) will be discussed later.

We recommend that the setting continue to be preserved. Historic access to the building was different than currently exists. If there is some restoration to occur on the exterior doors/openings for the building, consider replacing these doors with a new door that replicates the configuration and appearance of the historic doors that were once located in these areas.

STRUCTURAL SYSTEM

Historic photos on display in the Memorial Room show the construction of the Auditorium. Tall columns and deep trusses were erected to enclose the large building. Seen from inside the attic the large mechanical chase that run from the basemen to the attic, the clay tile backup wall is evident. While not the structure of the wall system, the clay tile creates a solid and fire-resistant enclosure and is also used within the building for fire separation and demising walls. The interior structural support of the Auditorium floors and demising are poured reinforced concrete columns, beams, floors, with infill of clay tile that is finished with painted plaster. Please not original drawings included in Appendix C.

The balcony is supported by steel trusses that then cantilever from the exterior walls. Atop the trusses are cast concrete risers with chairs bolted to the floor.

The structural system is in good condition. When looking at the exposed trusses in the attic, the imbedded columns in the walls don't show any signs of distress or settlement. If there were issues with the imbedded columns, there would also be cracking of the exterior masonry or the interior plaster surfaces, which was not seen.

On the inside, there are a few areas of cracking noted in the floor. Most evident are the cracks in the middle of the balcony flooring. These are significant cracks in the concrete topping. However, there isn't indications of the cracks in the ceiling under the balcony. It is assumed that access could be gained under the balcony seating and above the ceiling to verify the condition of the steel support and the underlying concrete connections.

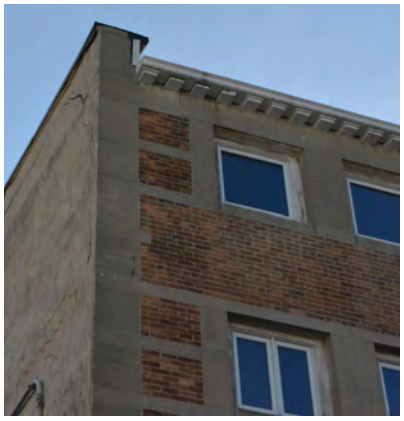
Two other floor cracks are found in the lobby. These don't appear to be active cracks and are directly above the walls in the bathrooms below. The last crack is in the corner of the Memorial Room, at northwest corner of the building. Again, this does not appear to be an active crack, unlike the cracks found in the balcony floors.

We recommend that the structural cracking at the balcony be assessed, either by gaining access in the interstitial space below the risers and above the ceiling or removing part of the ceiling under the balcony. Also, access to the full attic should be improved to allow for better management of the space, which would include assessment of the trusses and the interior of the clay tile walls. See Attic section below regarding discussion of improved attic access.

Cracking on the balcony floor

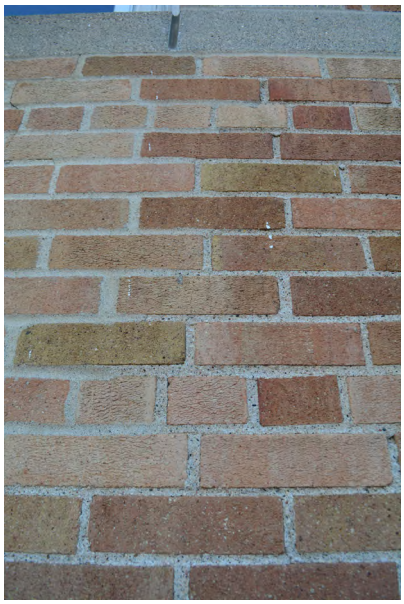
EXTERIOR MASONRY WALLS

There are four different materials on the exterior of the Auditorium: brick, cast stone, concrete bas-relief, and stucco. These materials are set atop the clay tile/structural steel backup frame, essentially creating a veneer on the outside of the building. This veneer is typically set directly on the clay tile backup, with the groves of the tile helping to bond the outer materials and the backup together. Together these materials create the system of exterior enclosure, acting as the envelope of the building, but in this assessment will be discussed as separate elements.



Brick and cast stone exterior masonry

The brick is a red/orange brick blend that is placed in panels on the west/main elevation of the Auditorium. These panels are deliberately interspersed among the cast stone detailing, windows, and bas-relief panels on the elevation to help articulate the facade. The decorative cast stone banding and accents extend to the north and south elevations but are a bit simpler. The brick coursing is a typical common bond with header courses either every 5th or 7th course. It is assumed that the header course provides a tie back to the clay tile where recesses are placed to unify the wall construction.



Brick, typical

The use of cast stone is extensive on the entire building forming the main decorative element. The cast stone is used as horizontal banding, vertical banding, opening surrounds, corner articulation, cornice panels, and the building sign band. Cast stone is not a natural stone carved into these shapes, but instead is a concrete product that is manufactured/ cast into these sizes and shapes. Unlike standard concrete, cast stone uses a much finer grade of aggregate in the mix and the final surface

West panel

Cast stone deterioration

North elevation

appearance is a very controlled operation. The cast stone will have reinforcing bars placed in the form, and the placement of this within the shape is important to know, especially once the surface starts to erode and the concrete becomes more porous it creates a condition called carbonation which is more subject to water infiltration and accelerated deterioration.

The bas-relief panels are the focus of the west elevation. The three panels above the three main entrance doors highlight the building's Moderne styling and are a unique example of decoration found in the WPA era buildings. They are cast concrete, but unlike the cast stone, have a much finer surface appearance, almost approaching a cast plaster finish. They are made up of multiple pieces and are assumed to be placed atop the clay tile backup and tied together. Although the anchoring methodology is unknown.

On the east elevation a layer of parging/stucco has been placed on the building. It is assumed that this stucco has been placed over once exposed brick, but it is unknown.

The brick and mortar are in fair condition. There are numerous areas where the mortar has eroded away, mainly below the window openings where years of water collection (both in the summer and winter) have led to deterioration of the mortar joints below the window. This is a typical condition across the entire exterior of the building. In these areas, there are selective bricks that have spalled.

Additionally, the entire condition of the mortar below the roof at the cornice is deteriorating. While it is difficult to accurately assess the level of deterioration from the ground, it does appear that sustained water intrusion into the wall structure has created issues at in the attic and the third floor of the building. This is also true at the areas where exterior downspouts are located. (This is also verified by water infiltration on the interior of the third floor, discussed in the later sections).

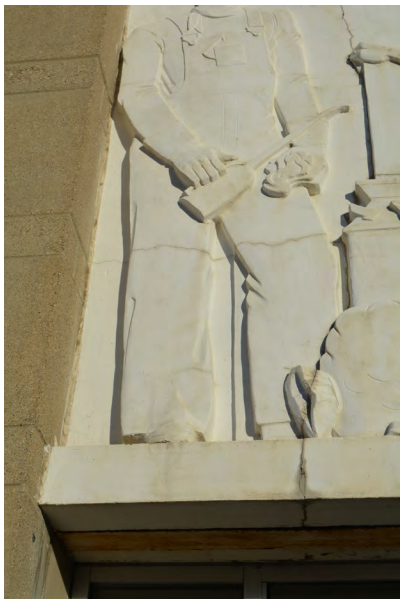
The cast stone is in good condition except for the sills of the windows. Because of the same condition noted above at the areas of brick deterioration at the windows, the shallow slope of the cast stone sill allows for water, snow, and ice retention on the sills. This exposure to additional water has eroded the surface finish of the cast stone, exposing the aggregate and over time has reduced the water repelling characteristics of the concrete. Also, the sealant joints at the windowsills have failed. This is allowing further water intrusion into the wall construction, adding to the water staining and deterioration of the exterior masonry wall.

The bas-relief panels of the west elevation are in fair to poor condition. There are some significant cracks that have developed in the panels, outside of the joints created in the original casting. While the surface material of the concrete appears to be in good condition, the cracking is a concern. The cracking is allowing water to penetrate behind the panels, and because we don't know how these are tied to the clay tile support structure, the cracking that is seen on the exterior could be a result of the water intrusion and failures of the anchoring mechanism.

The stucco on the east façade is failing. Large cracks have developed, and it is allowing water into, and behind, the protective stucco coating. Towards the top of the wall, significant cracks can be seen, indicating that past water intrusion has created issues with the stucco delaminating from the substrate.

We recommend several things for the repair of the exterior masonry, in order of priority:

- *Using a lift, the entire stucco wall needs to be assessed. There are areas high up on the wall where the stucco appears loose. The contractor should hammer test the entire wall to determine the stability of the stucco. The concern is how this stucco will come off the wall, there is potential that any stucco that is removed also removes some of the brick/substrate behind. This needs to be better understood as part of this investigation process.*
- *Depending on the results of this testing there are some options for the east wall:*
    - *If most of the stucco is stable, and removing loose pieces do not damage the substrate, patch stucco and repair any cracks to ensure a durable coating.*
    - *If the stucco is delaminating, determine if removing larger sections of stucco do not cause damage. Remove as much stucco as possible and assess the underlying condition of the substrate. If the substrate is in good condition, repair any damage (repointing mortar joints) and DO NOT reinstall stucco.*
    - *If stucco is delaminating AND the removal will cause damage to the underlying substrate, consult with a historic architect to determine next steps. Adhering stucco to damaged substrate can create further damage to the wall and will cause the new stucco to fail without addressing the condition issues under the coating.*
- *Repoint the masonry joints below all the windows and for about 4' below the cornice. We recommend that the joints be repointed*



West panel

Detail of panel

East wall stucco

Deterioration at the cornice - north elevation

Deterioration under window

Cracking at the west entrance

with an appropriate mortar that matches the historic/original mortar. Replacement mortar that is incompatible with existing mortar, especially a mortar that is a soft mortar, can cause damage to the historic brick masonry and the surrounding mortar. Mortar is comprised of sand, and the bonding materials lime or Portland cement in various types and proportions, mixed with water. Different combinations of these elements create mortar of different strengths. The weakest component in a masonry wall should be the mortar, which acts as a sacrificial element, taking the brunt of stresses on the wall, and therefore should be designed to protect the brick masonry from excessive cracking under stress. In other words, masonry walls are designed to be repointed as basic maintenance for the bricks throughout the course of a building's life. Prior to repointing, or as part of the repointing process with the mason, the mortar must be tested to determine the proper strength. During the repointing process mockups of the mortar must be installed to ensure the new mortar matches the historic mortar in composition and color.

- *Repair the cast stone using a multi-step process. Where there are deep hairline cracks, install a crack injection epoxy to bond the cracks ((Sikadur Crack Weld is a suggested product). After the cracks have been filled, use a bonding primer and then a patching compound patching compound to create a durable surface on the cast stone (Jahn M90 is a suggested product). The original shape may be difficult to recreate where heavier deterioration has occurred, but the patch should ensure that the surface is no longer porous and creates a durable barrier to shed water.*
- *All sealant joints on the building should be removed and new sealant installed.*
- *A closer examination of the bas-relief panels is required. It is unknown if the cracking is due to the initial panel sizes that were then covered over with a parging, or if they are cracking due to stress of the anchors (or lack of anchors).*
    - *The first step is to investigate the original construction documents and if any historic photos remain of their installation to get a better understanding of the panel size and anchoring methodology.*
        - *While this is occurring, the cracks should be sealed with a material that neither stains the concrete nor also is easily removable without leaving residue to prevent further water infiltration. Simple neoprene cord could be installed in the larger cracks, just tension fit with*

no adhesive, to allow movement of the panels but prevent water intrusion until a repair solution is determined.

- *The second step would be to install crack monitors over the cracks to see if there is continued structural or seasonal movement of the panels.*
- *The third step would be to conduct a GPR (ground penetrating radar) survey of the panels to find their reinforcement depth, depth of the cracks, and anchoring methods.*

- *The result is that the panels need to be repaired with a finish and material that is compatible with the existing material. The cracks would be filled with a compatible materials, most likely a Jahn patching mortar, and colored and finished to blend into the existing panels. But this should only be done once the reason for these cracks is mitigated.*

Joint detail

ROOFING AND STORMWATER DRAINAGE

The Auditorium is covered in a membrane roof. The date of the roofing is unknown. In the 2014 Engan report they recommended that the roofing be replaced. It is unknown if that occurred in the last 8 years, but there are still issues with the existing roof.

Roof

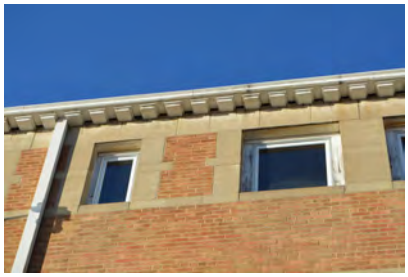
The stormwater drainage system from the roof is straightforward. The two pitched edges of the gable roof drain to the eaves on the north and south elevations. Here, a straight, built-in gutter diverts water to three downspouts on the north and south elevations of the building. The gutter appears to be a double lined gutter as the profile on the exterior runs level with the roof. A double lined gutter is when the exterior profile is level, but there is another line of sheet metal inside the outer gutter that slopes to the downspouts.

Roof

From the gutter three rectangular downspouts on the north and south elevation enter the ground. It is unknown where the water drains.

At the east end of the building there is a gap between the east wall and the adjacent building. This gap is just inches wide. It appears to be flashed to the adjacent building with the downspouts at the roof level of the neighbor, but it is loose and does not appear to thoroughly keep water from infiltrating this space.

The roofing is in fair to poor condition. The body of the membrane



South cornice

is in fair condition, but the seams have been patched and are still deteriorated with punctures from the nail holes protruding through the membrane and seam cover and are in very poor condition.

The gutters and downspouts are in fair condition, but their performance is unknown. As the gutters enter the ground, the water is not well contained letting water spill against the building. At the three locations on either side of the building are the exact locations in the basement of most water infiltration and damage, see floor plan diagrams.

We recommend the roof be replaced. Additionally, the gutters need to be inspected to ensure they properly drain water towards the downspouts and have the holding capacity needed for the more contemporary rain events. The downspout connection at grade needs to be improved to ensure that all water coming down the downspout is not exiting on to grade and is contained. Finally, the underground drainage structures need to be inspected. It is unknown where they lead. There is some assumption that they are allowing water to enter back into the building below grade. There are areas of settlement along the building's edge which could indicate subsurface erosion from broken storm water pipes.

Replacement window and deterioration

WINDOWS AND DOORS

The exterior windows and doors on the Auditorium have all been replaced. The photos in the 1991 National Register Nomination show what appear to be original windows and possibly original doors. However, they have been replaced since then with new windows and main entry doors. Some of the windows fit the historic openings, some are installed with extra wood panels to enclose the rest of the opening. The main doors went from a double door opening to a single door and two sidelights. The single door is wide enough for ADA access.

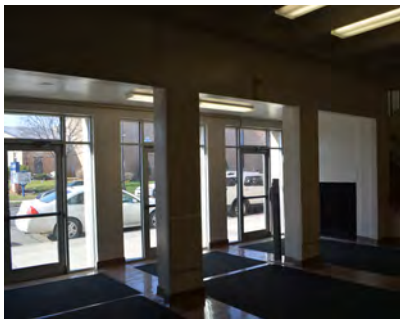
Window deterioration

These windows and doors are in good condition, however the window installation on many of the openings with additional panels are starting to fail. The sealant around the window openings and the construction durability of the infill panel is of concern.

The interior doors all appear to be original. They have original hardware that could be modified to accommodate ADA/updated code compliant use.

We recommend that all windows that are installed with infill panels be replaced. Ideally all windows should be replaced with more historically

appropriate windows, but this also depends on the new use and the requirements of the new use. The current windows do not match the historic configuration and in time all windows should match the historic configuration found in the original photos. The most critical piece are the windows that do not fit the opening, they are not performing and creating additional issues with water infiltration in the building.



The main exterior doors are in good condition and provide ADA access, however they are not original in configuration. Supplementary doors on the exterior are also not historic. As the use is determined for the Auditorium and new doors are required, their configuration and appearance should match the historic as closely as possible when that work is undertaken.

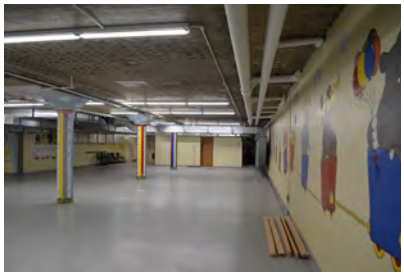
BASEMENT

Description

The basement is divided into four distinct functions: the gun range (talked about in its own section), mechanical areas, the locker rooms, remaining public areas.

The mechanical areas have been modified and increased. Historically the area to the northwest corner was reserved as the mechanical room. But the HVAC system was replaced with a new system to serve the gun range and then another system to serve the rest of the building. The main system that serves the building is placed in a central room where ducts extend to serve the upper floors. New chases in the Auditorium were built to help serve as the vertical runs to serve the ceiling in the large space. The mechanical areas are in good to fair condition, with the older areas seeing significant wear over the years of use.

The locker rooms are in poor condition. Water infiltration, old fixtures, and modifications over time have made these areas worn and difficult to access. The remaining public areas are in fair condition but the effort to install the new HVAC system at the cost of other efficient building use have created spaces that are poorly configured for functional use.



The gun range will no longer be used, and the mechanical to serve the range could be removed or modified. There are no existing finishes, even though they are historic, that can remain without significant alteration. By reusing and potentially consolidating the HVAC system to the center of the space, the north and south sections could be opened up and serve numerous uses from offices to meeting rooms to community rooms. The utilitarian and highly durable surfaces are ideal for a rougher use, if needed. All restrooms have to be upgraded for function and ADA access.

GUN RANGE

The Gun Range in the basement was renovated in 2015. The entire HVAC system was replaced, lead was removed from the finish surfaces and ductwork was replaced or sealed within the walls of the structure. The finishes of the gun range include:

- Painted plaster walls
- Exposed concrete floors, vinyl tile floors, and carpeting
- Dropped ceiling
- Glass wall separating the waiting area from the shooting range
- Shooting stations
- Padded walls and columns to prevent damage to the structure
- A new wall at the rear of the shooting range with ballistic padding
- The new HVAC system is contained only to the range and blows air from behind the shooter with return air located at the back of the range

The materials are in good condition considering their use. The gun range is now closed.

We recommend that if the gun range is no longer being used, and won't be used in the future, that all the materials be removed from the area. A licensed abatement team must remove the materials and ensure that no lead remains in the space. The HVAC system of the gun range must be assessed to see if it can be cleaned and reused. Right now, the location of the mechanical equipment is convenient in serving the gun range, but if used for other locations in a new use, it may be best to move or consolidate the system with the current system serving the rest of the building. One potential location might be near the existing mechanical room where the gas/power and water enter the building. But to serve the entire building, and the consideration of new HVAC requirements (and potential new use) any mechanical room will be sizeable, requiring a reconfiguration of space in the basement.

FIRST THROUGH THIRD FLOOR FINISHES

There are two different level of finishes in in the building, the very utilitarian finishes that dominate the main portion of the auditorium and the finishes in the Memorial Room. The Memorial Room will be discussed separately.

Floor Finishes:

- Wood strip floors in the Auditorium and the stage. Good condition.
- Terrazzo floors are in the first-floor entry that leads to the Auditorium. Most of the floors are in good condition except for some lateral cracking that correlates to support walls in the basement.
- Concrete floors exist in the remainder of the building, most of them painted. They are in good condition, except where some cracking has occurred.

Wall Finishes:

- Most walls are painted plaster. Most are in fair to good condition.

Ceilings:

- The auditorium has a dropped ceiling that is supported off of the steel trusses. It is unknown if this is the original ceiling treatment, but it appears more contemporary than the date of the original building.
- The ceiling is showing signs of distress and failure from roof leaks and modifications to the electrical and mechanical systems over time. Panels are missing or appear to be falling.

While most of these finishes are easily repaired, again, the permanent fix is dependent upon the modified use of the building. The critical issues that need more immediate attention are the water infiltration on the third floor and the failed ceiling finishes in the Auditorium. The water infiltration is a result of the window modifications, masonry deterioration, and roofing failures. The Auditorium ceiling issues need to be further investigated as it was difficult to assess these issues in a safe manner.

MEMORIAL ROOM

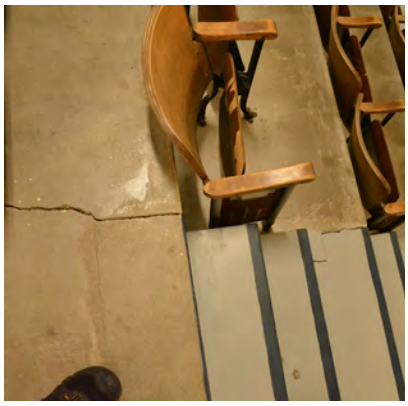
The finishes of the Memorial Room are best described in the National Register Nomination attached to this report. They are in good condition, serving as the one portion of the building that has been the focus of maintenance due to its importance in the community.

We recommend that the ongoing maintenance of this room be maintained. However water infiltration from other elements of the building could start to impact the finishes of this room, so it is critical that these other elements not be maintained.

ATTIC

The attic is an unfinished, large area that is accessed by the northeast stairwell. The attic space is the space created by the large trusses that span the auditorium. The floor is covered with supports for the ceiling below, lights, electrical, and mechanical all drop into the ceiling to serve the function of the stage and Auditorium.

The condition of the attic is fair. The insulation is old and the access across the attic along the trusswork is limited or dangerous. There are areas that were not assessed due to the limited safe access that was provided.

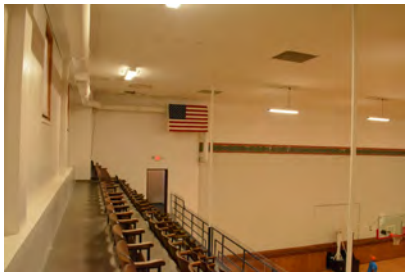


We recommend that full access be provided so a full assessment of the conditions, truss connections, systems, exterior walls, and roofing can be accessed. Currently some of these elements are unknown and could be impacting the conditions of the spaces below.

MECHANICAL AND ELECTRICAL SYSTEMS

A new mechanical system for the building was installed in 2015. It serves the building adequately, but only in its limited use. Areas outside the Auditorium proper are minimally served.

The electrical system utilizes equipment from the original construction as well as updated equipment. This is only done as a patchwork to serve the gun range and the auditorium proper.

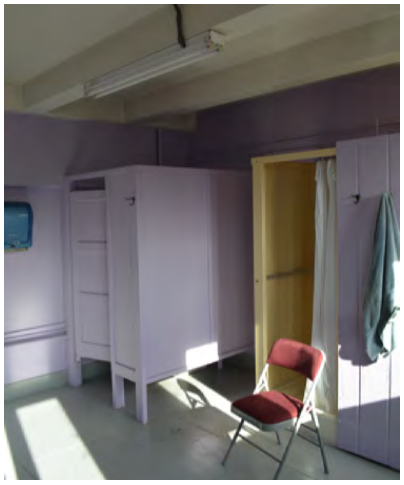


The mechanical system supplies the code required air for the current, underutilized use. The HVAC system for the gun range needs to be assessed for lead, can it be cleaned.

We recommend a full reassessment of the existing HVAC and electrical system considering the reuse of the building. Some of what exists can be easily reused, some may have to be greatly modified—but it all depends on the function of the use. Ideally the gun range HVAC can be reused (if not contaminated with lead) so this too can be used for the adapted and upgraded use of the building.

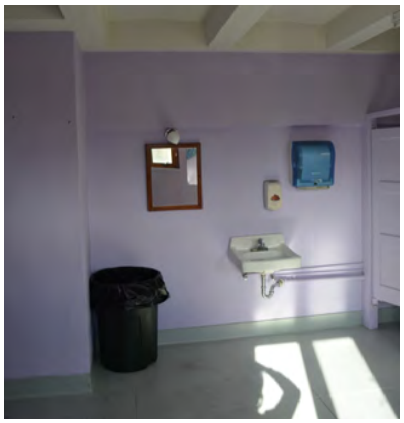
Looking at a new use, the extent of the HVAC system that is located in the building is much larger than needed for the revitalization of the unused areas of the building. To extend the ductwork to these areas might be expensive, however, relocating units to strategic areas of the building would benefit with the consolidation of the ductwork from a

central mechanical room With the addition of the elevator and new stairs, mechanical equipment could be located to this area, or access a mechanical room in the attic. Relocating equipment, and providing access to the equipment with a new stair (and having the distribution extend down from the attic) would be a viable option for the reuse.



ACCESSIBILITY OBSERVATIONS & ASSESSMENT

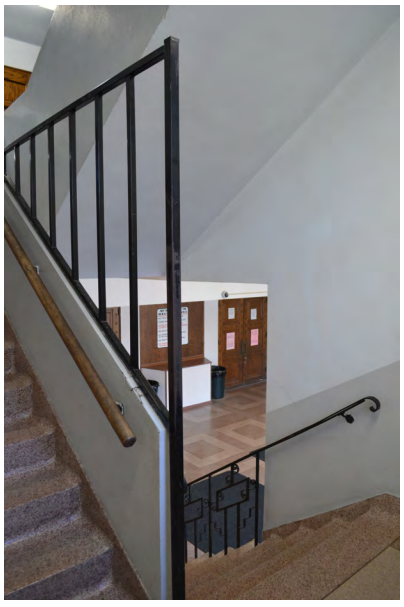
The building could provide ADA access to the first floor if the hardware on the entry doors and the doors to the Auditorium and the other first floor spaces. The rest of the building is not ADA compliant.
However, because there isn't a set use, there is an opportunity to now plan for an elevator. The best location would be just to the south of the main lobby. Here, access through all 4 floors could be through the historic "Club" rooms on each floor. Tucking it closer to the lobby would allow for better use of more of the club rooms for office or gathering use. This would eliminate some of the current restrooms in the building, but they are non-functioning and need to be upgraded. New fixture and bathroom counts can be assessed that would have minimal impact on the loss of these restrooms.



With this elevator, all floors will be accessible, except for the stage and the storage areas in the southeast and northeast corners. If needed, the stage can be made accessible by a smaller stair lift or stage lift, set in the southeast corner that could be accessed from the door from the Auditorium. Ramping up to the stage is another possibility, but it would require a larger footprint be used from of the loading dock in the southeast corner.

Additionally, there are significant issues throughout the building in order to meet ADA compliance:

- Handrails throughout the building do not meet compliance for ramps or code compliance for opening widths and guardrail heights.
- The bathrooms do not provide any ADA compliance
- Balcony seating lacks ADA spaces (although this could be accomplished with first floor seating or areas set aside on the second floor balconies)
- Doors do not have the proper hardware or spatial arrangement for ADA compliance, although the entry width at 6'-1" could provide for a compliant double entry, also meeting the historic appearance.



We recommend that in order to increase the use of the building that an

elevator be installed. While this elevator does take away some viable square footage on each floor, the ability to provide access to a fully remodeled and revitalized basement, and access to other floors of the building makes up for this construction.

EGRESS

The building lacks sufficient egress from the western side of the building with only one stairway. The eastern portions have access to two exits.

With the installation of the elevator, install a new egress access from the basement to the third floors in the southwest side of the building. Exterior access can use one of the existing opening to the alleyway, with some reconfiguration could provide for the second means of egress to all floors and provide an easy reuse of the entire western portion of the building.

PRIORITIZATION OF RECOMMENDATIONS

IMMEDIATE PRIORITIES

1. Replace roofing, gutters, and downspouts
2. Investigate and repair east stucco wall
3. Investigate cracking on decorative west panels
    - Perform non-destructive investigation of panel supports
    - Install crack monitors
4. Repair masonry and cast stone at windows, cornice, and base of the wall
5. Televise storm drain
6. Further assess cracking at the balconies

SHORT-TERM PRIORITIES

1. Repair decorative panels
2. Repair storm water drainage based on results from televising storm drain
3. Repair structural deficiencies in balcony structure
4. Replace windows to match historic
5. Improve attic walkways

MID-TERM PRIORITIES

1. Develop a Reuse Plan for the Armory that would include with the redevelopment and reactivation of the building for a multi-use facility to continue to serve the community. This would include provisions for:
    - Elevator
    - ADA restroom upgrades
    - Second egress for the southwest corner of the building
    - HVAC reconfiguration
    - Sprinkler system

COST PROJECTIONS AND FUNDING OPTIONS

IMMEDIATE PRIORITIES

1. Replace roofing, gutters, and downspouts.....$120,000
1. Investigate and repair east stucco wall.....$45,000
2. Cracking on decorative west panels
    - Investigation.....$8,000
    - Install crack monitors.....$5,000
3. Repair masonry and cast stone.....$240,000
4. Televise storm drain.....$3,000
5. Further assess cracking at the balconies.....$8,000

SHORT-TERM PRIORITIES

1. Repair decorative panels.....$65,000
2. Repair storm water drainage.....$15,000-$60,000
3. Repair balcony structure.....$40,000
4. Replace windows.....$230,000
5. Attic walkways.....$35,000

MID-TERM PRIORITIES

1. Develop a Reuse Plan.....$35,000
2. Construction Documents for Reuse.....$85,000
3. Potential reuse construction costs.....$500,000-$3.5M

FUNDING OPTIONS

Because the Willmar Armory is on the National Register there are options for future funding of some of the priorities listed above.

1. **Minnesota Historic and Cultural Heritage Grants.** This program of small (up to $10,000) and large (over $10,000) grants provides funding to municipalities and non-profit organization to perform restoration and access upgrades to their National Register nominated buildings. This funding source is competitive but many of the initial priorities could be accomplished using this funding over the next few years. For construction work, there is the requirement of biddable construction documents, which can also be funded with this program. Projects that could be accomplished with this program:
    - Roof repairs
    - Investigations
    - Masonry repairs
    - Window replacement
    - Reuse Plan
    - Construction Documents for Reuse
    - Some reuse construction costs including elevator and ADA

2. **Historic Tax Credits.** This program returns money in the form of tax credits to an income generating property in the form of a Federal 20% and State 20% credit offered to offset the costs of rehabilitation. This would be an opportunity to accomplish most of the repairs and renovations needed for the building under one large project to take advantage of the tax credit program, But it would require the selling of the building to a private developer to take advantage of this program. One additional hurdle for this program is that it has reached its sunset timing for the matching State 20% credit. There is hope that it will be renewed in the upcoming years.

APPENDIX A

NATIONAL REGISTER OF HISTORIC PLACES NOMINATION

976

NPS Form 10-900
(Rev. 8-86)

OMB No. 1024-0018

RECEIVED
1991
NATIONAL REGISTER

United States Department of the Interior
National Park Service

National Register of Historic Places Registration Form

This form is for use in nominating or requesting determinations of eligibility for individual properties or districts. See instructions in *Guidelines for Completing National Register Forms* (National Register Bulletin 16). Complete each item by marking "x" in the appropriate box or by entering the requested information. If an item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, styles, materials, and areas of significance, enter only the categories and subcategories listed in the instructions. For additional space use continuation sheets (Form 10-900a). Type all entries.

1. Name of Property

historic name: Willmar Auditorium
other names/site number: N/A

2. Location

street & number: 311 6th Street SW — N/A ☐ not for publication
city, town: Willmar — N/A ☐ vicinity
state: Minnesota code: MN county: Kandiyohi code: 067 zip code: 56201

3. Classification

Ownership of Property	Category of Property	Number of Resources within Property	
		Contributing	Noncontributing
☐ private	☒ building(s)	1	____ buildings
☒ public-local	☐ district	____	____ sites
☐ public-State	☐ site	____	____ structures
☐ public-Federal	☐ structure	____	____ objects
	☐ object	1	0 Total

Name of related multiple property listing: Federal Relief Construction in Minnesota 1933-1941

Number of contributing resources previously listed in the National Register: 0

4. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act of 1966, as amended, I hereby certify that this ☒ nomination ☐ request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60. In my opinion, the property ☒ meets ☐ does not meet the National Register criteria. ☐ See continuation sheet.

Signature of certifying official: Ian R. Stewart — Date: 6/6/91
Deputy State Historic Preservation Officer
State or Federal agency and bureau: Minnesota Historical Society

In my opinion, the property ☐ meets ☐ does not meet the National Register criteria. ☐ See continuation sheet.

Signature of commenting or other official — Date
State or Federal agency and bureau

5. National Park Service Certification

I, hereby, certify that this property is:

☒ entered in the National Register. ☐ See continuation sheet.
☐ determined eligible for the National Register. ☐ See continuation sheet.
☐ determined not eligible for the National Register.
☐ removed from the National Register.
☐ other, (explain:) _____

Entered in the National Register — 8/9/91

Signature of the Keeper — Date of Action

6. Function or Use

Historic Functions (enter categories from instructions)

SOCIAL/meetinghall/clubhouse
RECREATION AND CULTURE/theater/auditorium/sports facility

Current Functions (enter categories from instructions)

SOCIAL/meetinghall/clubhouse
RECREATION AND CULTURE/theater/auditorium/sports facility

7. Description

Architectural Classification (enter categories from instructions)

Moderne

Materials (enter categories from instructions)

foundation Concrete
walls Brick
roof Asphalt
other Cast Stone

Describe present and historic physical appearance.

See Continuation Sheets

[X] See continuation sheet

DESCRIPTION

The Willmar Auditorium is located on the east side of 6th Street West, between Litchfield and Becker Avenues, in the west central Minnesota community of Willmar. The Auditorium is a large three story Moderne Style structure built with steel and reinforced concrete and faced with brick and stone. The west facing principal facade is divided into nine symmetrical bays. Both outer bays include paired casement sash on each story. The remaining bays are organized as vertical elements within recessed panels which span all three floors. Each of the three central bays feature double entrance doors on the first floor, single casement sash on the second story, and casement sash arranged in groups of three on the third floor. The entrance bays are flanked by narrow vertical bays with a single casement sash on each floor. A flag is placed above the third story window opening of each narrow bay. The building is capped by a gable roof which is concealed behind a stepped parapet.

The entire facade is organized into a complex yet unified design by contrasting bands of brick and cast stone which define the building both vertically and horizontally. Each door and window opening is framed with stone while closely spaced horizontal bands link all elements of the building together. Cast stone is also used to simulate quoins throughout the facade. A frieze extends across the entire length of the building and includes a series of geometric designs and the words "Willmar Auditorium." Three bas-relief panels, each 9 feet high and 8 feet wide and cast with white sand and cement, are placed above the entrance. The central panel depicts war service and contains a figure representing liberty guarded by a soldier on one side and a sailor on the other. The panel to the north represents agriculture and includes a farmer and his wife at work. The panel to the south represents industry and contains figures of a trainman and a miller. A number of carvings representing various activities and products are placed above each of the major sculptural figures. The official seals of the United States, the State of Minnesota, and Kandiyohi County are placed at the top of each panel.

The side walls are also divided into regular bays and include large openings on the first floor which provide access to the auditorium and a series of paired casement sash along the third floor. The eaves are defined by a band of modillions. The end wall is not visible because of the proximity of an adjacent building.

The interior of the building is organized into three distinct sections. The western portion includes three stories providing space for a variety of public functions, the central section encompasses the expansive auditorium space, and the eastern section includes the stage and dressing rooms. The western section originally included a ticket booth, coat room, kitchen, and Memorial Room, all located on the first floor, club rooms and balcony space for 550 people on the second, and a scout room, additional club rooms, and a projection room on the third floor. The 92' x 96' auditorium space seats 1,500 people and includes balconies along the north and south walls. The basement contains showers and dressing rooms, mechanical space, a band room, and a rifle range.

The Memorial Room, which is dedicated to the memory of veterans of all wars, is entered through ornate wooden doors with inset panels with carved decorative designs. The 29' x 24' space is lined with Minnesota granite to a height of five feet which contains an inset stone from each of the 48 states. These include a variety of stones such as marble, sandstone, and field stone, and the name of the state of origin is also identified. A mural painting, located above the stone wainscot, encircles the room. A panel on the north wall suggests the defense of country, home, and family, and the desolation and misery of war. A second panel shows the sacrifice by women and the three generations affected by the loss of one man. The mural on the west wall represents the three major wars in which men from Minnesota participated; the Civil War, the Spanish-American War, and World War I. The east wall depicts the ideals for which these men gave their lives: freedom of speech and assemblage, freedom of the press and a voice in the government, freedom of religion and education, the abolition of slavery, the right to work, and the guarantee of personal liberty and security. The south wall depicts the early settlers as well as the U.S. Dakota conflict of 1862. The Memorial Room also contains a

fireplace with an inset tablet of cast and wrought iron which states, "In this room as in the hearts of the people they served, the memory of our glorious dead is enshrined forever."

The Willmar Auditorium was built between 1935-38 under the initial sponsorship of the State Emergency Relief Administration with construction completed by the Works Progress Administration. The architect was William M. Ingemann of St. Paul. The building remains in excellent condition and continues to serve in its original capacity.

8. Statement of Significance

Certifying official has considered the significance of this property in relation to other properties:

☐ nationally ☐ statewide ☒ locally

Applicable National Register Criteria ☒ A ☐ B ☒ C ☐ D

Criteria Considerations (Exceptions) ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G

Areas of Significance (enter categories from instructions)	Period of Significance	Significant Dates
Art	1935-41	1935
Architecture		
Social History		

Cultural Affiliation
N/A

Significant Person
N/A

Architect/Builder
Ingemann, William M., architect
State Emergency Relief Administration
Works Progress Administration

State significance of property, and justify criteria, criteria considerations, and areas and periods of significance noted above.

See Continuation Sheets

☒ See continuation sheet

STATEMENT OF SIGNIFICANCE

The Willmar Auditorium is historically significant under National Register Criterion A as one of the major work relief projects sponsored by the Minnesota State Emergency Relief Administration. The Auditorium is also significant as the largest work relief project in Kandiyohi County at the time of its construction, and as a particularly successful example of the goal of work relief in which many laborers learned skilled trades during the construction process.

The Willmar Auditorium is architecturally significant under National Register Criterion C as an outstanding adaptation of the Moderne Style featuring unusual patterns of contrasting stone and brick. The Auditorium is artistically significant for its finely executed relief sculpture representing agriculture, industry, and war service, and for the Memorial Room which includes native stone from every state in the nation, and extensive mural paintings by Richard Haines of the WPA Federal Art Project.

According to an article in the Willmar Daily Tribune, a municipal auditorium building was selected for construction because of the "great public demand in Willmar for such a building." Plans for the actual construction, under the sponsorship of the State Emergency Relief Administration, were first announced in the Improvement Bulletin in November 1934. Often eclipsed by the better publicized work programs of the period, the SERA sponsored work projects throughout the state from 1933 until the work program was transferred to the Works Progress Administration in 1935. The agency was created as a result of the Federal Emergency Relief Act of 1933 which provided funding for a Federal Emergency Relief Administration. The purpose of the FERA was to make direct grants to the states in order to assist them with their relief needs. The Minnesota State Board of Control was approved as the State Emergency Relief Administration and not only administered direct relief, but sponsored thousands of work projects from highway work to the construction of public buildings, as well as educational activities and the production of various goods for the unemployed.

By May 1935 the walls of the auditorium were underway with J.H. Olsen of Willmar in charge of construction. By July, construction had progressed to a point where the structural steel could be erected and bids were let for heating, plumbing, ventilation, and electrical work. However, when the newly established Works Progress Administration was created in 1935, the state's entire work relief program was shifted from the SERA to the WPA. In August 1935 construction ceased on the auditorium until the WPA could be placed in operation. Construction resumed in late 1935 and a major change in building material was also announced at that time. Local stone, in combination with cast stone, had been advertised as the original building material. This is also confirmed by William Ingemann's early renderings of the building. However, it was decided to substitute brick for the local stone, in spite of an additional cost to the city, because labor was not available on the relief rolls to trim and shape the rock. Because a large quantity of field stone had already been collected, it was used in the building's back wall and foundation. This rock had been brought to the site by a number of farmers in exchange for credit for feed which they had received from the government during the recent drought.

The Willmar Daily Tribune reported on July 14, 1936 that the city council made the first civic use of the auditorium by meeting in the basement in order to escape the summer heat. The building was eventually finished in 1937 at a cost to the federal government of $107,000., while the city's share of approximately $45,000. was financed with earnings from the municipal power and light plant without any local taxation.

Formal dedication of the building took place on May 23, 1937, although the murals in the War Memorial Room were not completed until 1938. The building provided complete and up-to-date facilities for conventions, meetings, performances, public dinners, and athletic events.

The Auditorium was considered an excellent example of work relief not only because a substantial number of workers were employed, but all classes of labor were utilized. This was based on a policy to select projects which employed individuals from as many fields of labor as possible. In addition, labor intensive

construction methods were also devised, such as the use of ramps to convey building materials in order to employ common laborers, rather than using a hoist and derrick. It was also documented that many workers learned skilled trades during the construction process. This helped satisfy an important goal of the work relief programs by facilitating a worker's return to private employment as soon as a position became available. State WPA Administrator Victor Christgau commented that, "This contribution to the improvement of workers in the Willmar area is a benefit accruing to the community that is as real as the structure itself."

The Auditorium also illustrates a certain confusion which persists concerning which specific federal work programs were responsible for Depression Era construction. Because the Auditorium was completed by the Works Progress Administration, and because a WPA publication, entitled Works Progress Administration Accomplishments Minnesota 1935-1939, includes a picture of the Willmar Auditorium as the first photograph displayed, the initial sponsorship by the State Emergency Relief Administration remains largely unknown.

Architect William M. Ingemann was born in St. Paul in 1897 and studied at the University of Minnesota and the American Academy in Rome. In 1915 he was employed as an apprentice in the Minneapolis offices of Frederick Mann. From 1921-22 he was worked as a Junior Draftsman for Cass Gilbert in New York and he also served as an architect from 1922-26 in the offices of Electus D. Litchfield.

After Ingemann returned to St. Paul to begin his own practice, one of the first buildings which he designed was the Sawyer Hotel in Stillwater, now known as the Lowell Inn. During his prolific career, which spanned from 1925-61, Ingemann designed public schools, college buildings, hospitals, churches, community centers, other types of public buildings, and private residences. He published several articles relating to college dormitories and also designed dormitories at the University of Minnesota, Concordia, Hamline, Augsburg, and Gustavus Adolphus Colleges.

Ingemann's Depression Era projects, which were typically associated with federal work programs, included the following:

Alden Municipal Building - 1938
Benson Hospital - 1941
Blomkest School - 1936
Bovey Village Hall - 1934-35
Ely Community Building - 1936-37
Minnesota Department of Health Building - 1937-38
School Building, District 128, Morrison County - 1936
Pioneer Hall, University of Minnesota - 1936
Rice Memorial Hospital, Willmar - 1935-36
Staples Band Shell - 1936
Staples Municipal Hospital - 1935-36
Starbuck Community Hall - 1935-36
Tower Municipal Building - 1939
Willmar Auditorium - 1935-37

The Willmar Auditorium is a distinctive example of Ingemann's use of the Moderne Style when compared with other examples from the period such as the Ely and Tower Community Buildings, where smooth wall surfaces were employed. In contrast, the Willmar Auditorium represents one of Ingemann's more complex adaptations of the style.

In addition, the building's extensive artwork, including both sculpture and mural paintings, represents one of the state's most important artistic expressions from the Depression Era. The molds for the exterior sculpture were designed and produced by the WPA Federal Art Project in St. Paul. They were transported to the site and poured with concrete made with white sand and cement. The murals within the War Memorial Room were executed by Richard Haines, also of the WPA Federal Art Project. Haines was born in Iowa and studied at the Minneapolis Institute of Art and in Europe after winning the Van Derlip scholarship. Considered an important Depression Era artist, Haines also painted murals for the Sebeka High School in Sebeka, Minnesota, South High School in Minneapolis, the post office in Hastings, Minnesota, West High School in Denver, Colorado, and post offices in Wichita, Kansas and Cresco, Iowa. He also executed a mural in the Round Tower at Fort Snelling in Minneapolis, however, the painting is no longer extant.

Another notable decorative element within the War Memorial Room is the series of 48 stones inset within the granite walls, one from each state in the nation. This feature was suggested by the members of the local Austin F. Hanscom Post of the American Legion, who contacted officers of the American Legion in each state. Many of the stones include historical associations, such as the stones from Tennessee, Virginia, and West Virginia which all came from battlefields from the Civil War. The stone from Pennsylvania was taken from a blockhouse which was used as George Washington's headquarters at Valley Forge. The stone from Delaware was taken from a quarry on the site of the Battle of Brandywine which was fought during the Revolutionary War. Other stones are of local interest such as the stone from California which was taken from the excavation for the Golden Gate Bridge, or the stone from Montana which surfaced during an earthquake in Helena in 1935.

The Willmar Auditorium meets the registration requirements for listing Social and Recreational Facilities on the National Register of Historic Places as set forth in the Multiple Property Documentation Form entitled, "Minnesota Federal Relief Construction, 1933-41." The auditorium was constructed between 1935-38 with assistance from the State Emergency Relief Administration and the Works Progress Administration. The building is historically significant as a major work relief project from the period. The Willmar Auditorium is also architecturally significant as a distinctive example of the Moderne Style and artistically significant for its sculpture and extensive mural paintings.

9. Major Bibliographical References

Improvement Bulletin. January 11, 1935-August 23, 1935. Minneapolis, Minnesota.

Northwest Architectural Archives. Working Drawings and Specifications for the Willmar Auditorium. University of Minnesota. Minneapolis, Minnesota.

Willmar Tribune. 16 October 1935, p.2; 16 November 1935, p. 5; 12 March 1936, p.2; 27 March 1936, p. 2; 25 April 1936, p. 4; 9 May 1936, p. 2; 14 July 1936, p. 2; 25 July 1936, p. 2; 29 August 1936, p. 2; 7 December 1938; 28 January 1941.

☐ See continuation sheet

Previous documentation on file (NPS):

- ☐ preliminary determination of individual listing (36 CFR 67) has been requested
- ☐ previously listed in the National Register
- ☐ previously determined eligible by the National Register
- ☐ designated a National Historic Landmark
- ☐ recorded by Historic American Buildings Survey # _____
- ☐ recorded by Historic American Engineering Record # _____

Primary location of additional data:

- ☒ State historic preservation office
- ☐ Other State agency
- ☐ Federal agency
- ☐ Local government
- ☐ University
- ☐ Other

Specify repository: _____

10. Geographical Data

Acreage of property Less than one acre

UTM References

	Zone	Easting	Northing
A	15	383765	4998180
B			
C			
D			

☐ See continuation sheet

Verbal Boundary Description

The nominated property occupies city lots 11 and 12 of block 42. Original Town Plat.

☐ See continuation sheet

Boundary Justification

The boundary includes the entire city lots that have historically been associated with the property.

☐ See continuation sheet

11. Form Prepared By

name/title Rolf T. Anderson
organization N/A date October 9, 1990
street & number 212 West 36th Street telephone 612-824-7807
city or town Minneapolis state Minnesota zip code 55408

★U.S.GPO:1988-0-223-918

Willmar Auditorium (1937 view)
Willmar, Kandiyohi County, MN
5517-A

MK 2.9 / Cardiographic Co

WL 8

r 16

Willmar Auditorium

313 6th St SW

Willmar, MN

Photographer Unknown

Photo taken in 1937

AV Dept., MHS, 690 Cedar St., St. Paul, MN, 55101

northeast

Willmar Auditorium
Willmar, Kandiyohi County, MN
010659 - 1A

The Willmor Auditorium Kandiyohi Co 010659-1A
313 6th St SW
Willmar, MN
Rolf T. Anderson
9/89
MN Historical Society
690 Cedar St (AV Dept)
St Paul, MN 55101
– northeast

Willmar Auditorium
Willmar, Kandiyohi County, MN
010663-24A

The Willmar Auditorium (Campaign) ca
313 6th St SW
Willmar, MN
Rolf T. Anderson
9/89
MN Historical Society
690 Cedar St. (A.V. Dept)
St Paul, MN 55101
– east

010663-24A

Willmar Auditorium
Willmar, Kandiyohi County, MN
010663-24

The Willmar Auditorium
313 6th St SW
Willmar, MN
Rolf T. Anderson
9/89
MN Historical Society
690 Cedar St (A.V. Dept)
St Paul MN 55101
- east

Kandiyohi Co

010663 - 24

Willmar Auditorium
Willmar, Kandiyohi County, MN
010663-23

The Willmar Auditorium
313 6th St SW
Willmar, MN
Rolf T. Anderson
9/89
MN Historical Society
690 Cedar St (A.V. Dept)
St. Paul, MN 55101

Kandiyohi Co

010663-23

– northeast

Willmar Auditorium
Willmar, Kandiyohi County, MN
010836-21

Willmar Auditorium
313 6th St SW
Willmar, MN
Rolf T. Anderson
9/89

Kandeyjohn ©

010836-21

A.V. Dept, MHS, 690 Cedar St, St. Paul, MN 55101

Willmar Auditorium
Willmar, Kandiyohi County, MN
010836-22

Willmar Auditorium

313 6th St. SW

Willmar, MN

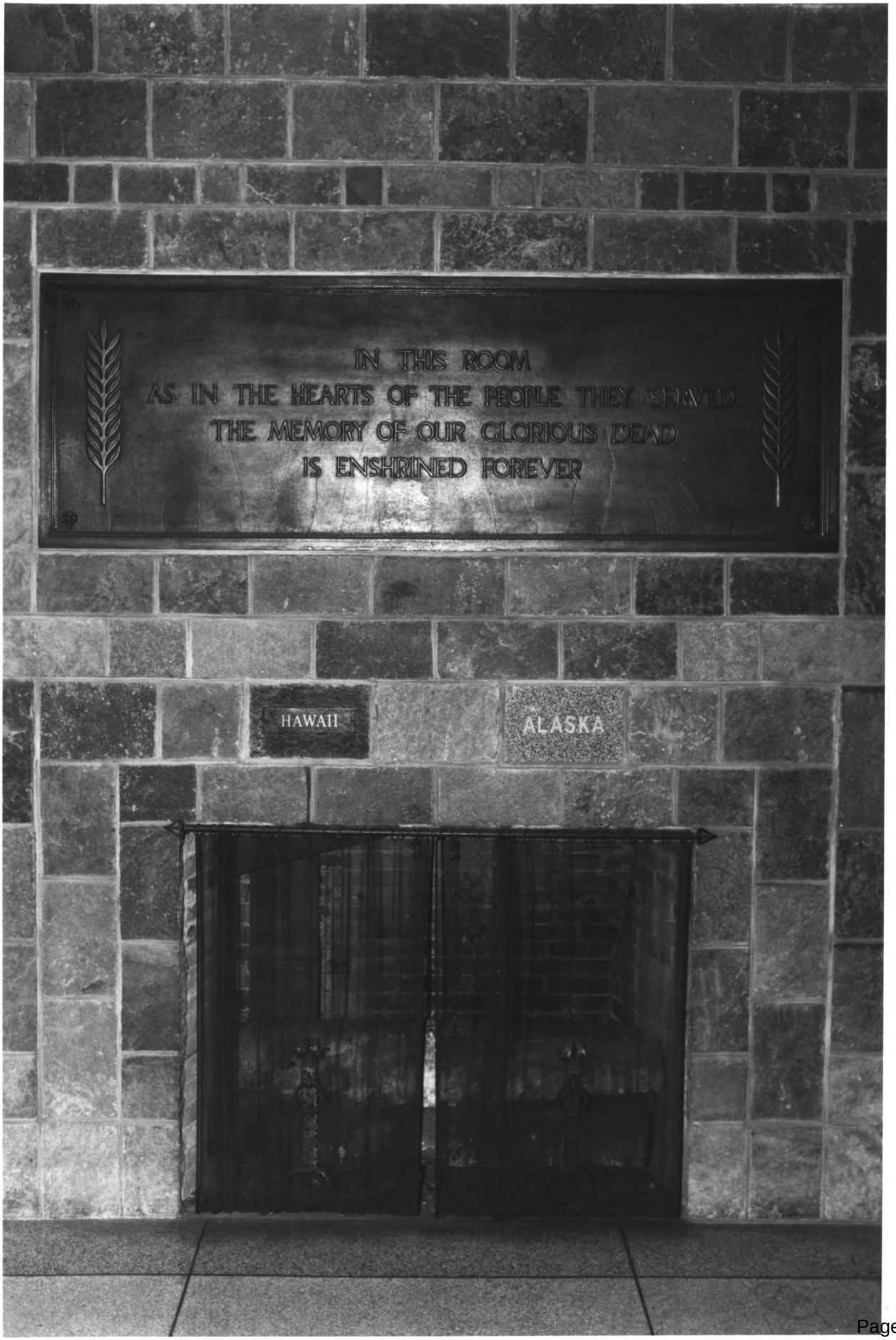
Rolf T. Anderson

9/89

A.V. Dept., MHS, 690 Cedar St., St. Paul, MN 55101

Kensington ed

010836-22



Willmar Auditorium
Willmar, Kandiyohi County, MN
010836-23

Willmar Auditorium
313 6th St. SW
Willmar, MN
Rolf T. Anderson
9/89
A.V. Dept., MHS, 690 Cedar St., St. Paul, MN 55101

Handicapped

010836-23

APPENDIX B

PREVIOUS CONDITION REPORT

2014 Master Plan
Willmar City Auditorium

City of Willmar, Minnesota

ENGAN ASSOCIATES
ARCHITECTS | INTERIOR DESIGNERS
shared vision. innovative design.

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Project Statement

This Master Plan for the Willmar City Auditorium has been developed at the request of the City of Willmar. The purpose of the Plan is to identify upgrades to extend the life of and expand the use of the building.

Goals

Master Plan goals include:

- Provide an existing building condition study
- Develop a project understanding list
- Develop a code summary of the building
- Develop a list of upgrade projects
- Outline the process for applying for historic tax credits and Minnesota Historical Society Legacy grant funds
- Determine the budget of key upgrade projects

Key Issues

Study of the Willmar City Auditorium has revealed the following key issues:

Hazardous Material

Hazardous material in the building needs to be abated. This process may remove ductwork, HVAC equipment, and building finishes. New ventilation will be needed to return the building to operable condition prior to the abatement process.

Testing for the clean-up process may be done independently or by the selected abatement company. Cleaning of moveable objects and equipment is typically not done by the abatement company.

Firing Range

The firing range will need a new air handler and exhaust system. New room finishes and acoustical finishes will be needed after the abatement process. New ballistic protection blocks are recommended for protecting the walls and columns. The deceleration backstop needs some repair; if it cannot be repaired, it will need replacement. To effectively maintain the firing range, a bimonthly cleaning policy should be instituted after the range is operational.

Code Requirements

The building needs sprinkling and fire alarm systems that meet code. The Americans with Disabilities Act (ADA) requires accessibility upgrades for all occupied floors. Further, a second means of egress is needed for the second and third floors.

Key Issues (continued)

Building Preservation

Water is entering the building at the ground surface level next to the downspouts. Roof gutters and downspouts are leaking, causing damage to exterior masonry and interior finishes. Damaged masonry needs to be repaired.

HVAC

The existing heating system uses district hot water heating. The ventilation system is comprised of exhaust fans with a make-up air handler. More fresh supply air is typically needed to meet the current mechanical code.

Usage

The second and third floors of the building are under-utilized due to the absence of needed maintenance and upgrades.

Historic gutters need repair

Snow piles may contribute to water infiltration

The City Auditorium is a well-constructed building that continues to provide long-term value for the City of Willmar. Listed on the National Register of Historic Places, it was built between 1936 and 1937 by the Works Progress Administration. The following Building Condition Study details the condition of each area of the Auditorium, then describes the work needed to bring the building back into operable condition.

Sub-Structure & Super-Structure

Existing Condition

The building's exterior foundation walls are concrete. Interior columns are also concrete. The lower level floor slab is concrete. There is an exterior steel frame in the masonry walls connected to the steel roof trusses.

Description of Work

The structure appears to be in good condition. However, surface and downspout water is leaking through the walls. Perimeter paving repair and some through-wall patching of conduit are recommended to solve the leaking issues. Leaking downspouts are also contributing to water infiltration. Coordination with the footings will be required for an elevator or stair addition.

Exterior Masonry Walls

Existing Condition

Exterior walls are face brick with cast stone details. Masonry walls are about 1'9" thick on the main floor, the second floor, and the third floor. The brick veneer is a face brick.

There are also low-relief sculptures on the front facade. These have become damaged, mostly due to the affects of winter climate.

Exterior gutters and downspouts are leaking. The water is damaging the brick and interior finishes.

Description of Work

Masonry restoration is required. The sculptures on the front of the building need to be repaired. Gutters and downspouts also need repair.

Interior Framing & Use
Lower Floor

Existing Condition
The floor in this area is slab on grade. Walls are concrete, gypsum, clay tile or wood with plaster. The north side of the firing range is block. The ceiling is comprised of concrete beams and concrete slab.

Use
The lower floor of the building is about 15,060 square feet. This floor's prior uses include indoor play areas, an activity room, a gun range and training area, a weight room, locker rooms, storage rooms, and mechanical rooms. The floor is not ADA accessible. The gun range is a source of lead pollution throughout the building. Due to hazardous material and required code upgrades, the locker rooms are currently the only areas in use on this level. This level is not sprinkled, but an eight-inch water main is installed in the mechanical room. The water main is located too close to the electrical service. Some coordination will be needed to install the sprinkling system. The mechanical room contains the district hot water heating connection and the main air handler for the building. It appears that this handler also supplies air to the gun range. The gun range has an exhaust system. It is likely that the ducts to this system are not sealed. Mechanical penetrations in the walls are not sealed in several locations.

Description of Work
The following work is needed on the lower floor:
- Hazardous material cleaning
- Firing range upgrades
- Mechanical room upgrades
- Locker room renovations
- New lower lever multipurpose rooms

Interior Framing & Use
Main Floor

Existing Condition

The main floor is primarily made of terrazzo, with a wood floor in the gym. Walls are made of wood with plaster or tile with plaster. The ceiling is comprised of concrete beams with concrete slabs. The gym area ceiling is made of acoustical tile on roof trusses. Structural elements of this floor appear to be in good condition.

Use

The main floor of the building is about 15,060 square feet. Its current main uses include a gymnasium, a stage exercise room, and the memorial meeting room. The main entrance is on grade. Restrooms are not ADA accessible. Stage access is not ADA accessible. Many of the lobby doors are historic features to the building. The memorial room has historic murals on the walls. This level is not sprinkled.

Description of Work

The following work is needed on the main floor:

- Accessible restrooms
- Coordination with the elevator project
- New offices and ADA accessible access to the gym stage

Interior Framing & Use
Second Floor

Existing Condition

On this level, the floor is made of composite floor tile. Walls are made of wood with plaster. The ceiling consists of concrete beams with concrete slab.

Use

The second floor has about 5,664 square feet. These spaces are currently unused. A bleacher mezzanine is open to the gymnasium below. Some updates to the mezzanine guard rail have been made. There is a main area connected to the front stairs and two back rooms with remote stair access. This level is not ADA accessible.

Description of Work

The following work is needed on the second floor:

- Multipurpose classroom renovation
- Installation of an elevator
- Renovation of south balcony to provide a second egress path

Interior Framing & Use
Third Floor

Existing Condition
This floor is made of composite floor tile. Walls are made of wood with plaster. The ceiling is comprised of roof framing, steel trusses, and interior framing with a plaster finish.

Use
The third floor has a 2,200-square-foot front area attached to the front lobby stairs, and two remote rooms with separate stairs are at the back. One room contains 237 square feet and the other has 227 square feet. This floor is not occupied and not used.

Description of Work
The following work is needed on the third floor:

- Multipurpose classroom renovation
- Installation of an elevator
- Renovation of south balcony for an egress path

Interior Framing & Use
Attic

Existing Condition
The attic space contains wooden walkways, supported by wood framing trusses. Some portions of these walkways were not designed for the required spans, and some are no longer secured properly. The building inspector has ruled that building staff may no longer use the walkways. However, these walkways are needed to service the lights in the gym.

Description of Work
Additional framing needs to be added to the walkways to provide proper support.

Windows

Existing Condition
The building's original windows were wooden double-hung windows. These have been replaced with vinyl clad wood windows in a non-historic pattern. Original wood window jambs are still in place. On the lower floor, windows were replaced with glass block.

Description of Work
Some repair and painting of wood jambs should occur. A historical renovation project could include replacement of current windows with new wood windows with a pattern similar to the original, historic windows.

Non-historic windows

Exterior Doors

Existing Condition

The original front door assembly has been replaced with a dark-anodized aluminum assembly. Interior vestibule doors have been removed. Exterior side doors have been replaced with steel doors and framing.

Description of Work

New weather proofing and sealing of joints and some hardware should be considered. The doors also appear to need painting.

Roofing

Existing Condition

A single-ply, fully adhered membrane roof was installed in 1991, along with 3 inches of roof insulation. The roof appears to be in good condition for its age. The roof slopes to the north and to the south to a gutter system. The roof framing has steel trusses and a wood deck. There is an attic space, which has some ventilation ducts.

Description of Work

The following work is needed for the roofing:

- Gutters and downspouts need to be repaired or replaced
- Repair of the existing roof membrane can extend the life of the roof
- A new roof should be budgeted for in the next 5-10 years

North gutter: more than 17 leaking locations

Interior Finishes

Lower Floor

Existing Condition

Floors: Most floors are exposed concrete. Locker areas have a tile finish. The weight room and exercise room finishes are in good condition. Other lower level finishes have lived out their useful life.

Walls: Partitions are made of plaster on wood studs. They are painted.

Ceiling: The ceiling is painted.

Description of Work

The following work is needed for the interior finishes of the lower floor:

- Firing range walls will need new acoustic panels and painting
- Firing range classroom will need new finishes
- Locker rooms will need new finishes.
- Coordination will be needed with the elevator addition and new multipurpose rooms.

Interior Finishes
Main Floor

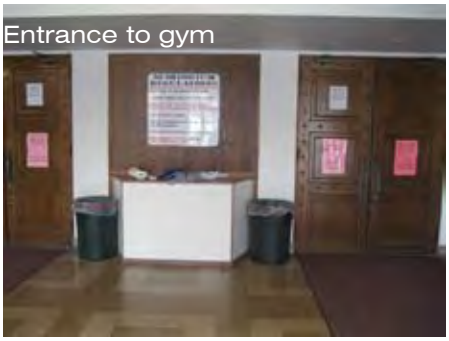
Existing Condition

The gymnasium and the Heritage Room are in good condition overall.
Floors: There is terrazzo in the front entry and a wooden floor in the gym.
Walls: Partitions are comprised of painted plaster on wood studs
Ceiling: The ceiling is painted. The gym's ceiling acoustic panels are starting to fail and fall.

Description of Work

The following work is needed for main floor interior finishes:

- New finishes for restrooms and offices
- The stage will need to be converted to become ADA accessible
- Coordination will be needed with the elevator addition
- The wood gym floor may need to be replaced in 10 years.
- The gym ceiling may need to be replaced.


Entrance to gym

Terrazzo floors

Interior Finishes
Second Floor

Existing Condition

The second floor has not been used in several years. The ceiling is comprised of gypsum board soffits. The walls are generally painted gypsum board. Floors are finished with carpet or vinyl tile.

Description of Work

Several new finishes are needed throughout this floor to return it to operable condition.

Interior Finishes
Third Floor

Existing Condition

This floor has also not been used in several years. Like the second floor, the ceiling is comprised of gypsum board soffits. The walls are generally painted gypsum board. Floors are finished with carpet or vinyl tile.

Description of Work

Several new finishes are needed throughout this floor to return it to operable condition.

Elevator

Existing Condition

There has never been an elevator in this building.

Description of Work

A passenger elevator will be required for ADA accessibility requirements.

Life Safety System

Existing Condition

There is a fire sprinkling water service stub in the building. However, the building is not currently sprinkled. Only one egress stair is used to access the second and third floors. A second exit is needed for multipurpose rooms on the 2nd and 3rd floors.

Description of Work

Fire sprinkling and alarm systems need to be installed throughout the building. Further, the south balcony needs to be renovated to provide an egress path for the 2nd and 3rd floors.

Plumbing

Existing Condition

Restrooms, locker rooms and showers are present on the lower floor. The main floor contains restrooms and janitor's rooms.

Description of Work

New ADA accessible restrooms will be required. Shower heads should be updated to include occupancy sensors and efficient, low-flow water heads. New sinks and restrooms will be needed to serve the new multipurpose rooms.

HVAC

Existing Condition

The building is supplied with district hot water heating. An air handler is in use on the lower floor to provide make-up air for its exhaust ventilation system. This air handler currently also supplies air to the firing range.

Description of Work

The following work is needed for the HVAC system:

- A new air handling unit is needed for the firing range
- A new exhaust system is needed for the firing range
- The existing air handler needs repair or replacement in order to supply make-up air to the building
- New air handlers can be added for the second and third floors' ventilation and cooling when they are occupied
- A new air handler could also be installed in the gymnasium to meet current ventilation code requirements
- A cooling system should be planned for future multi-purpose room development

Electrical

Existing Condition

The building currently has an electric service. The main floor appears to be working adequately. The electrical system on the second and third floors appears to contain outdated wiring and will need updates.

Description of Work

Future electrical load needs to be analyzed. It's recommended that new power and lighting systems be provided in all areas of renovation.

Site

Existing Condition

The City Auditorium is located at 311 6th Street Southwest in downtown Willmar. The main entrance is on the west side of the building, with an alley on the south side. Private parking lots are located on the north and east sides of the building.

Description of Work

It's recommended that repairs be made to the south alley and areas next to the building. These repairs will help prevent water infiltration. New bituminous paving is recommended. Bituminous patching at the building will also help the water infiltration issue.

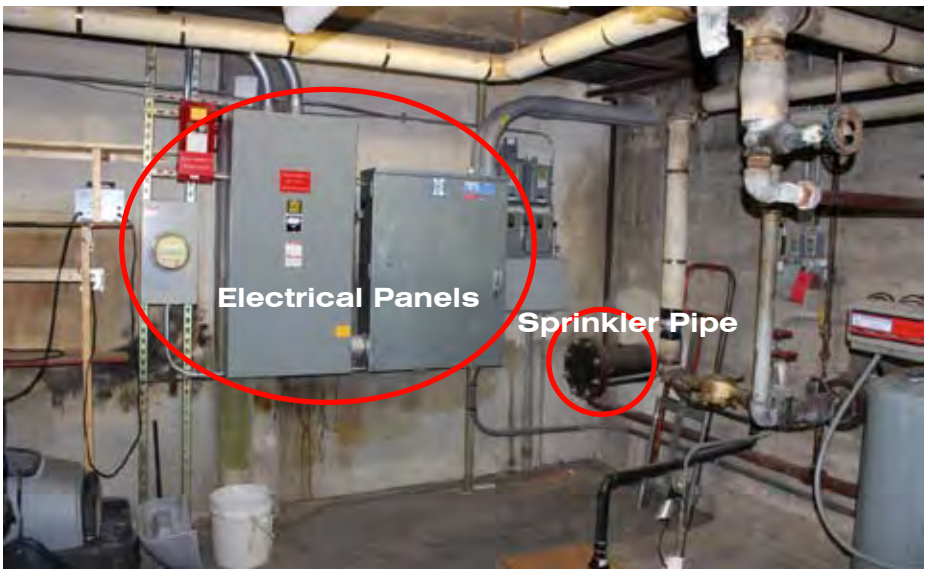
All downspouts are a source for water infiltration into the building.

As the preceding section details, a number of building upgrades are needed in order to return the City Auditorium to fully operable condition. Some relate to safety and building code issues. Others relate to ADA accessibility, energy efficiency, and historic preservation needs.

Summary of Upgrades

Following is a summary of building upgrades needed at this time:

- Lead and hazardous materials need to be removed from the building.
- HVAC improvements are needed for the firing range.
- Updated equipment should be considered for the firing range in order to improve performance and safety.
- An efficient replacement mechanical system is needed for the building because the current system is contaminated with hazardous materials.
- Existing electrical systems and wiring should be updated.
- Fire alarms need to be installed.
- Fire sprinkling needs to be installed.
- New roofing options should be reviewed.
- Some masonry restoration should be considered.
- An elevator needs to be provided.
- Accessible restrooms need to be provided
- The 2nd and 3rd floors should be made useable.
- New, energy-efficient light fixtures should be installed in areas of renovation.
- Building life safety codes requirements need to be incorporated.
- ADA building code upgrades need to be installed.
- Energy-saving construction options should be reviewed.



Code requires larger clearances between electrical panels and sprinkler pipes than are currently in place. Sprinkler water main or electrical panels will need to be moved to meet code.

Lower Floor

Program of Uses	Size (in square feet)
Firearm safety training room	968 SF
Firearm observation room	600 SF
Firing range	2,778 SF
Arms vault	90 SF
Activity room	969 SF
Multi-purpose space 1	2,742 SF
Multi-purpose space 2	1,171 SF
Locker room 1	531 SF
Locker room 2	757 SF
Weight room	363 SF
Storage rooms	236 SF
Mechanical rooms	722 SF
Other, circulation and structure	3,133 SF
Total	15,060 SF

Main Floor

Program of Uses	Size (in square feet)
Gymnasium	8,942 SF
Stage exercise room	1,782 SF
Memorial meeting room	606 SF
Janitor room	219 SF
Other, circulation and structure	3,511 SF
Total	15,060 SF

Second Floor

Program of Uses	Size (in square feet)
Fixed seating	2,990 SF
Front classrooms	2,200 SF
Back room 1	249 SF
Back room 2	225 SF
Total	5,664 SF

Program: Existing Spaces *Third Floor*

Program of Uses	Size (in square feet)
Front classrooms	2,200 SF
Back room 1	237 SF
Back room 2	227 SF
Total	2,664 SF

Evidence of water damage on interior wall of third floor. Damage caused by roof and gutter leaks.

Water leaks through attic wall

The following sections provide detailed estimates for each of the building upgrade projects recommended in this Master Plan. While reviewing the information below, it's helpful to bear in mind that it would cost **$8 million to construct a new building** with size and programming similar to that of the City Auditorium**.** This fact helps provide context for the value provided by the projects detailed below.

The steps below are provided in the order that they need to be completed. The first step—hazardous material abatement—will involve cleaning that will remove duct work and HVAC equipment. Thus, step two is to add ventilation equipment back into the building, which will return the Auditorium to the condition it was in before the abatement work. **Steps one and two are required before anything else can be done to the building.**

Once these first two steps are complete, step three can follow: restoring the firing range. Exterior building preservation and interior systems projects (including accessibility upgrades) are the next steps.

STEP 1: Hazardous Material (Lead) Abatement

Management and Monitoring Services	$40,000.00
Abatement Contractor	$65,000.00
Contingency	$10,500.00
Total Budget	**$115,500.00**

After staff members have gone through lead safety training, they should be able to clean moveable equipment and furniture. Typically, firing ranges are cleaned and filters are replaced every two months. This is what is recommended for the City Auditorium's firing range.

STEP 2: Ventilation Equipment

New ventilation needs to be installed to return the building to the ventilation functioning it had before hazardous material abatement. The scope of work is to replace mechanical and ventilation equipment removed during the abatement process.

Div 23 Air Handler	$55,000.00
Div 23 Ductwork	$17,000.00
Div 23 Terminal Units	$7,600.00
Div 23 Pumps	$19,000.00
Div 23 Piping	$8,000.00
Div 23 Hydronic Specialties	$12,000.00
Div 26 Electrical	$9,300.00
Div 26 Controls	$45,200.00
Total	$173,100.00
Contingency	$17,310.00
Budget	**$190,410.00**

STEP 3:
Firing Range Restoration

STEP 3: *Firing Range Renovation*

This step will restore the firing range to operable condition. The project includes renovations to the firing range itself as well as the observation area and the training room.

Base construction	
Div 0 General Conditions	$38,498.00
Div 2 Demolition	$2,000.00
Div 6 Carpentry	$3,500.00
Div 7 Fire Stopping and Caulking	$3,000.00
Div 9 Finishes	$26,000.00
Div 23 Air Handler	$115,390.00
Div 23 Ductwork	$20,100.00
Div 26 Electrical	$14,000.00
Div 26 Controls	$8,500.00
Total	$230,988.00
Contingency	$23,099.00
Budget	**$254,087.00**

Once base construction work is complete, one of the two following options needs to be chosen in order to finish the firing range project:

3.1: Equipment Option 1

Repair existing bullet trap, install new ballistic blocks to protect columns **$30,000.00**

3.2: Equipment Option 2

Install new bullet trap and new ballistic blocks **$200,000.00**

Notes: The target system appears to be in good working order. There are bullet impact marks 5 to 10 feet from the firing line at the walls, floor and ceiling. When ceiling tile and acoustical panels are removed, damage to ceiling and walls can be reviewed and a decision can be made about whether these locations need more bullet deflection protection.

Cost Comparison

In considering the cost details above, it's useful to consider that the construction of a **new five-lane firing range would cost $1.6 million.**

STEP 3:
Firing Range Restoration
(continued)

Existing columns need protection from ballistic impact.

Existing north CMU wall will need protection.

All acoustical wall and ceiling tiles need replacement due to wear.

STEP 3:
Firing Range Restoration
(continued)

Ceiling damaged from sewerage leak

Water leaks in firing range

Current condition of bullet trap

Exterior Masonry

Tuck-pointing and masonry repair	$50,000.00

Gutters and Downspouts

Repair of gutters and downspouts to prevent leaking and meet MN State Historical Society restoration standards	$30,000.00

Site

Site repairs to prevent water leaks	$10,000.00

Roofing

Two options are currently available:

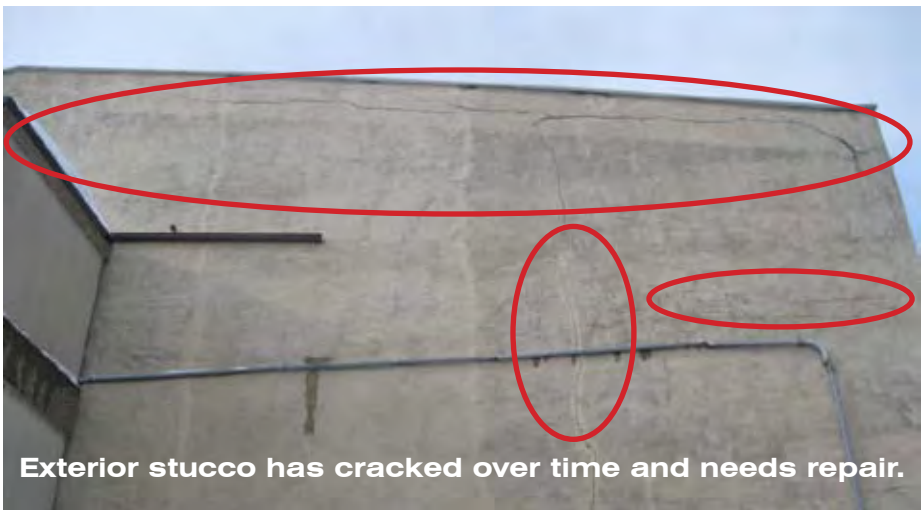
1. Replace existing roof with new 60 mil EPDM membrane	$55,000.00
2. Patch existing roof to extend life by 5-10 years	$10,000.00

Window Replacement

Install new wood windows to meet Minnesota Historical Society's requirements	**$100,000.00**

STEP 4:
Exterior Building Preservation

Roof and gutter leaks have caused
interior water damage


Exterior stucco has cracked over time and needs repair.

STEP 5:
Interior Systems & Accessibility Upgrades

Code Upgrades

Fire Alarm Project	$80,000.00
Fire Sprinkling Project	$140,000.00
Total	$220,000.00
Contingency	$22,000.00
Budget	$242,000.00

Attic Walkways

Provide replacement walkways and guardrails	$20,000.00

Gym Lighting

Lighting replacement	$15,000.00

Accessibility upgrades

Elevator Project:	
Elevator and Shaft	$200,000.00
Lobby upgrades	$50,000.00
Total	$250,000.00
Contingency	$25,000.00
Budget	$275,000.00

Automated door operators:	$5,000.00

STEP 5:
Interior Systems & Accessibility Upgrades
(continued)

Lower Floor Muti-Purpose Rooms Renovation
These renovations will include finishes, new operable partitions, lighting, and HVAC upgrades.

Div 0 General Conditions	$50,000.00
Div 6 Carpentry	$15,000.00
Div 9 Finishes and Operable partitions	$50,000.00
Div 23 Ductwork	$21,000.00
Div 23 Terminal Units	$4,600.00
Div 23 Chiller (sized for building)	$65,000.00
Div 23 Pumps	$22,000.00
Div 23 Piping	$18,000.00
Div 23 Hydronic Specialties	$15,000.00
Div 26 Electrical	$38,500.00
Div 26 Controls	$28,000.00
Total	$327,100.00
Contingency	$32,710.00
Budget	**$359,810.00**

Main Floor, 2nd, and 3rd Floor Renovation
These renovations will include main floor restrooms and office; 2nd and 3rd floor classrooms; HVAC; and a new exit path from the 2nd and 3rd floors.

Div 0 General Conditions	$80,000.00
Div 2 Demolition	$40,000.00
Div 6 Carpentry	$80,000.00
Div 8 Doors	$20,000.00
Div 9 Finishes	$102,000.00
Div 23 Air handler	$70,000.00
Div 23 Ductwork	$18,000.00
Div 23 Hydronic Heating Piping	$9,500.00
Div 23 Chilled Water Piping	$8,500.00
Div 23 Terminal Units	$20,000.00
Div 26 Electrical	$32,500.00
Div 26 Controls	$21,000.00
Total	$501,500.00
Contingency	$50,150.00
Budget	$551,750.00

STEP 5:
Interior Systems & Accessibility Upgrades
(continued)

Locker Room Renovation

This project includes new plumbing fixtures, accessibility upgrades, and area finishes.

Div 0 General Conditions	$20,000.00
Div 2 Demolition	$5,000.00
Div 9 Finishes	$45,000.00
Div 22 Plumbing Fixtures	$30,000.00
Total	$100,000.00
Contingency	$10,000.00
Budget	
$110,000.00	

Gym Ventilation and Stage Ramp

Div 0 General Conditions	$20,000.00
Div 2 Demolition	$10,000.00
Div 6 Carpentry	$24,000.00
Div 9 Finishes	$10,000.00
Div 23 Air handler	$84,000.00
Div 23 Ductwork	$23,000.00
Div 23 Chilled water piping	$8,500.00
Div 23 Heating piping	$9,500.00
Div 26 Electrical	$12,500.00
Div 26 Controls	$21,000.00
Total	$232,500.00
Contingency	$23,250.00
Budget	**$255,750.00**

Energy Saving Construction

Insulate interior gymnasium walls. **$60,000.00**

Gym Ceiling

Install a new ceiling **$35,000.00**

Surface water infiltration into Lower Floor locker room.

Funding may be available for a portion of this work through Minnesota Historical and Cultural Heritage Grants. Comprehensive information on these grants is available on the Minnesota Historical Society's website.* For convenience, highlights of the process are outlined below:

Application Process

Eligibility: As a government organization, the City of Willmar is eligible to apply for these grants.

Category: The City Auditorium is a "Historic Properties."

Eligible Projects:

- Preparation of a Historic Structure Report—A MN Historical Society "Small Grant" can be used to pay for the preparation of this Report. This Report can then be used to support an application for one of the "Large" Legacy grants and, possibly, tax credits.
- Pre-development work: architectural drawings & specifications
- Exterior building preservation
- Interior Systems: power, lighting, plumbing, HVAC
- Work to make a building accessible

Required Documentation & Application Attachments:

- Scope of Work form (details each area of proposed work)
- Photographs
- Historic Structures Report – Preferred
- Conditions Assessment – Preferred
- Plans and drawings illustrating current conditions and proposed construction projects

Deadlines:

Several application deadlines exist throughout each year. For the next two years, deadlines are listed below.

Small Grant Deadlines (for applications up to $10,000)

- April 11, 2014
- June 13, 2014
- October 10, 2014
- January 9, 2015
- April 10, 2015

Mid-Size ($10,001–$50,000) and Large ($50,001+) Grant Deadlines

- May 2, 2014: Pre-applications due
- June 27, 2014: Final applications due

* http://legacy.mnhs.org/grants/application-process/getting-ready.

Federal Historic Preservation Tax Incentives (credits) can provide **another source of capital** to fund projects such as the one described in this Master Plan. Administered through the National Park Service, this program provides a **20% federal income tax credit** for "certified rehabilitation" of a "certified structure." A state tax credit of 20% is also available. Cities often transfer these tax credits to a corporate investor.

Eligibility

The City Auditorium meets eligibility requirements for this program, which are:

- The structure must be listed on the National Register of Historic Places or located in a qualified historic district
- The structure must be an income-producing building
- Renovation work must follow Standards for Historic Rehabilitation

Process

Following is a brief outline of the steps involved in the process of applying for historic tax credits:

1. Provide an evaluation of the structure's historic significance; a description of its physical appearance; a statement of its significance; and photographs and map(s) for documentation.

2. Provide a description of the rehabilitation planned for the structure:
   a. Project Data: date of building, construction completion date, estimated cost, etc.
   b. Detailed description of the rehabilitation work: each existing feature of the building needs to have documentation of its existing conditions and a description of how the renovation work imparts the feature.

3. Request Certification of Completed Work: after the renovation work is completed, an application is submitted for certification.

Submittals must be made first to the State of Minnesota, then to the National Park Service. Full details on the Federal Historic Preservation Tax Incentives program can be found here: http://www.nps.gov/tps/tax-incentives/taxdocs/hpca-instructions.pdf.

Note: historic tax credits are less desirable for phased projects. Selling tax credits is more rewarding on larger projects. There is a refund option with state historic tax credits.

Steps 1-3

The schedule for work described in this Master Plan is dependent on which projects are approved by the City of Willmar. The preliminary schedule below provides a **possible schedule for the first three steps** described above: 1. Hazardous Material (Lead) Abatement, 2. Ventilation Equipment, and 3. Firing Range Restoration.

April 3, 2014:	Master Plan
May 30 , 2014:	Design Development/ Construction Documents
June 31, 2014:	Receive bids from contractors
July 31, 2014:	Construction Start
August 1 to September, 2014:	Construction
October, 2014:	Substantial Completion
November 1, 2014:	Final Completion

With proper maintenance and upgrades, the historic City Auditorium can continue to serve Willmar for many decades to come.

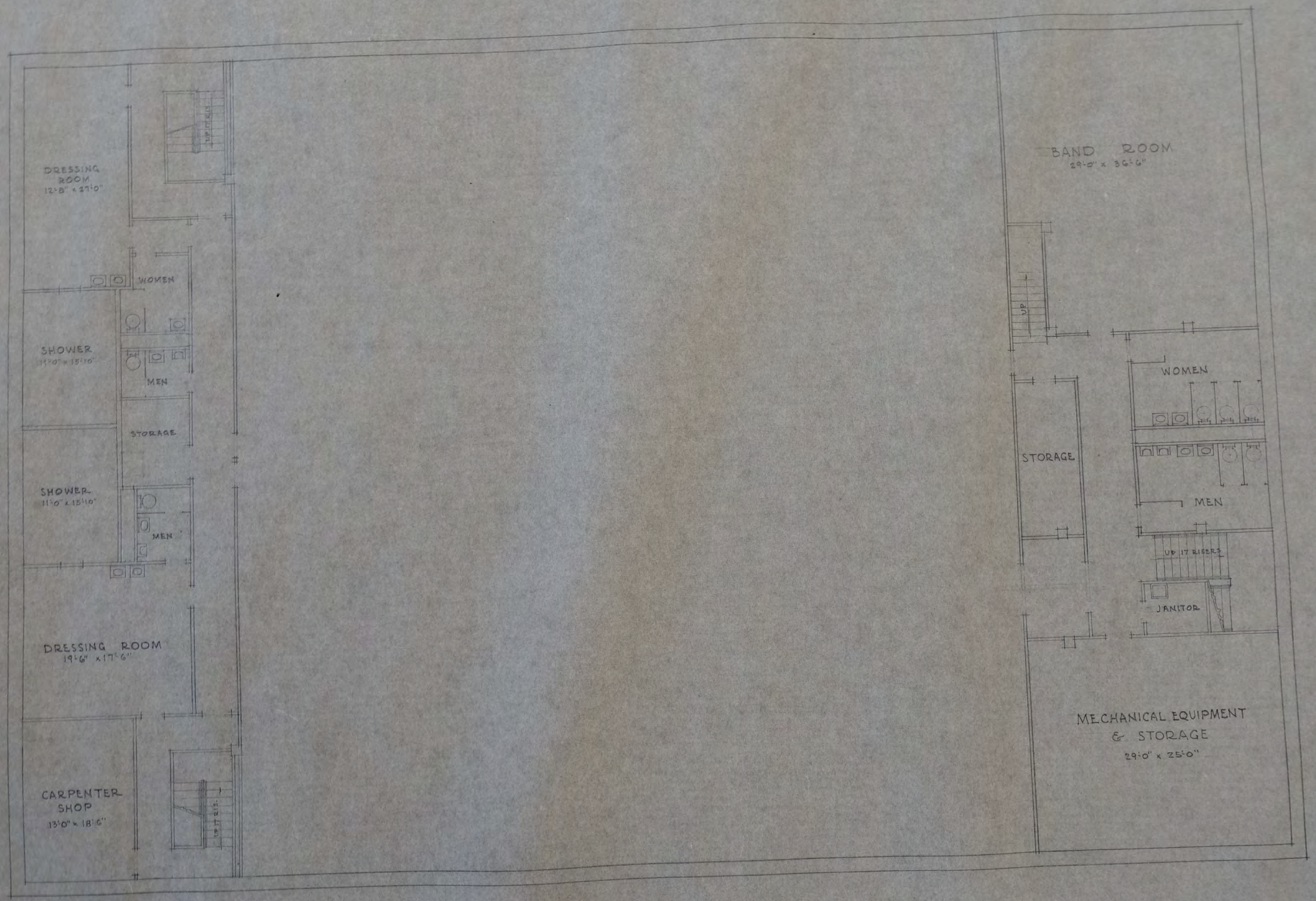
APPENDIX C

ORIGINAL DRAWINGS

STUDY FOR

MEMORIAL AUDITORIUM
WILMAR · MINNESOTA

WILLIAM M. INGEMANN · ARCHITECT



BASEMENT FLOOR PLAN

SCALE 1/8" = 1'-0"

MEMORIAL AUDITORIUM

WILLMAR MINNESOTA

STAGE
26'-0" x 68'-6"
60'-0" PROSCENIUM

AUDITORIUM
92'-0" x 96'-6"
SEATING 1500 FIRST FLOOR

KITCHEN
29'-0" x 20'-0"

COAT ROOM
23'-6" x 10'-0"

TICKETS

FOYER

VESTIBULE

PROPERTY ROOM

JAN.

STOR.

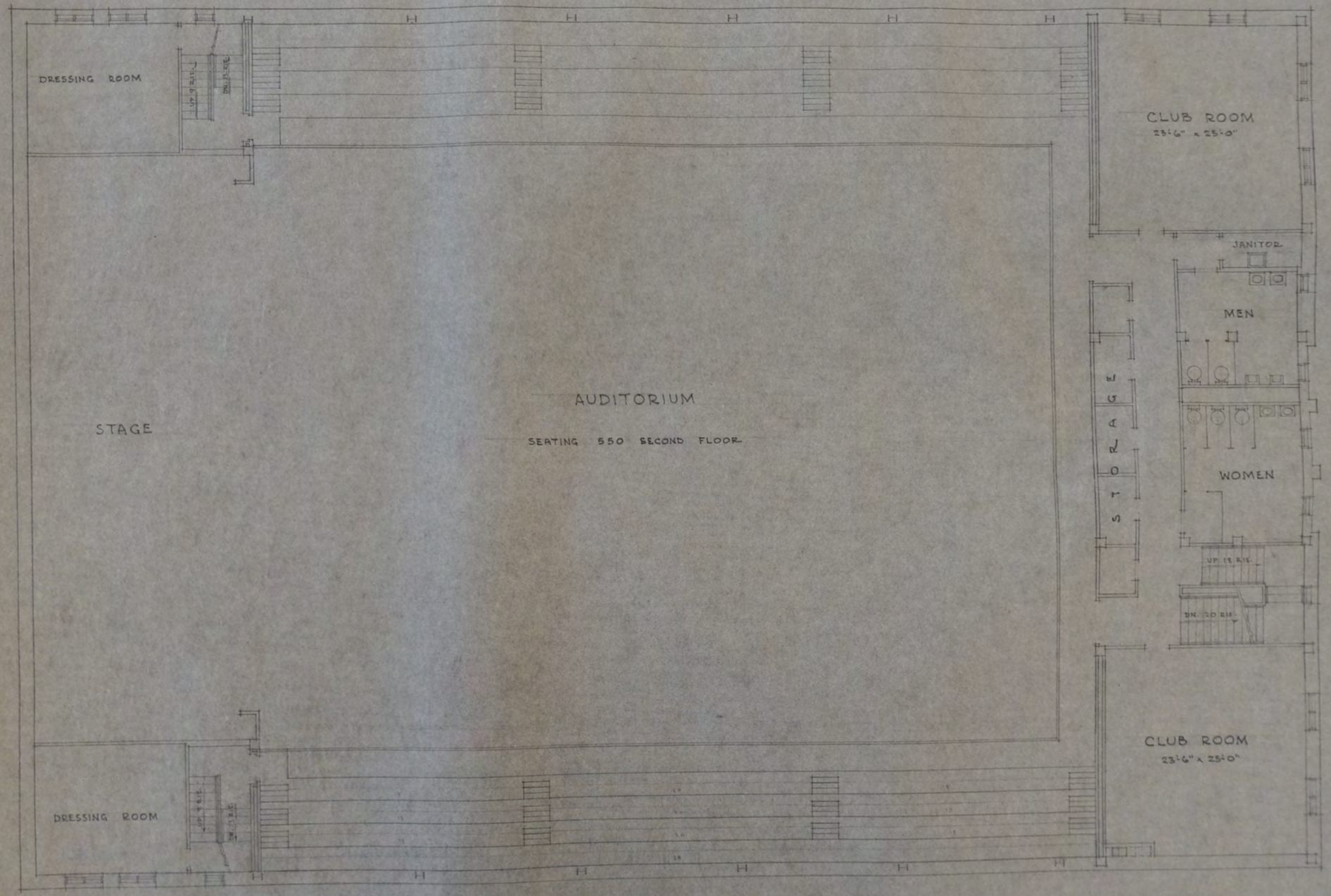
PHONE

MEMORIAL ROOM
29'-0" x 24'-0"

MEMORIAL AUDITORIUM
WILLMAR MINNESOTA

WILLIAM M. INGEMANN - ARCHITECT
JAN. 21 - 1935

FIRST FLOOR PLAN
SCALE 1/8" = 1'-0"

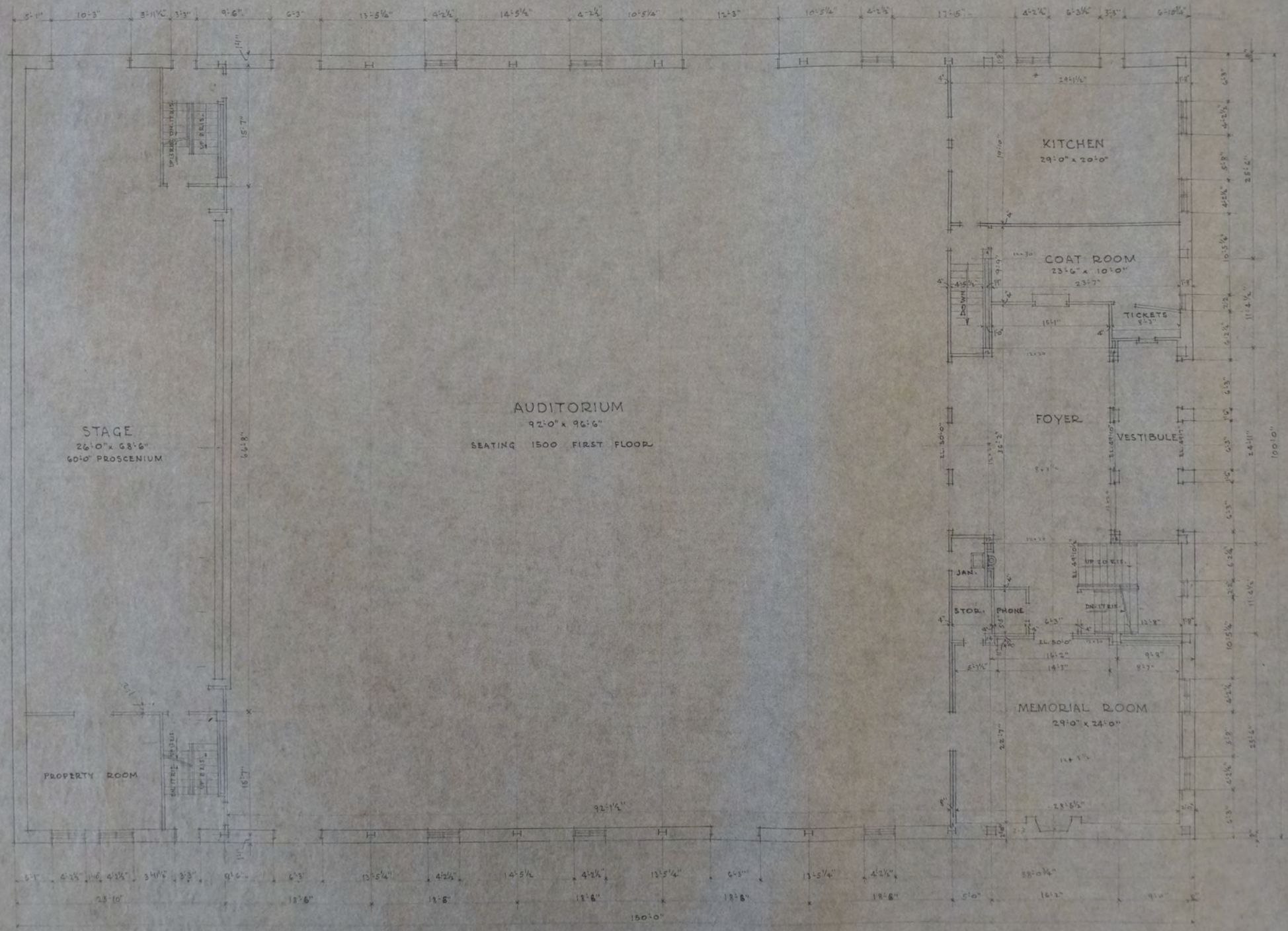


SECOND FLOOR PLAN

SCALE 1/8" = 1'-0"

MEMORIAL AUDITORIUM
WILLMAR MINNESOTA

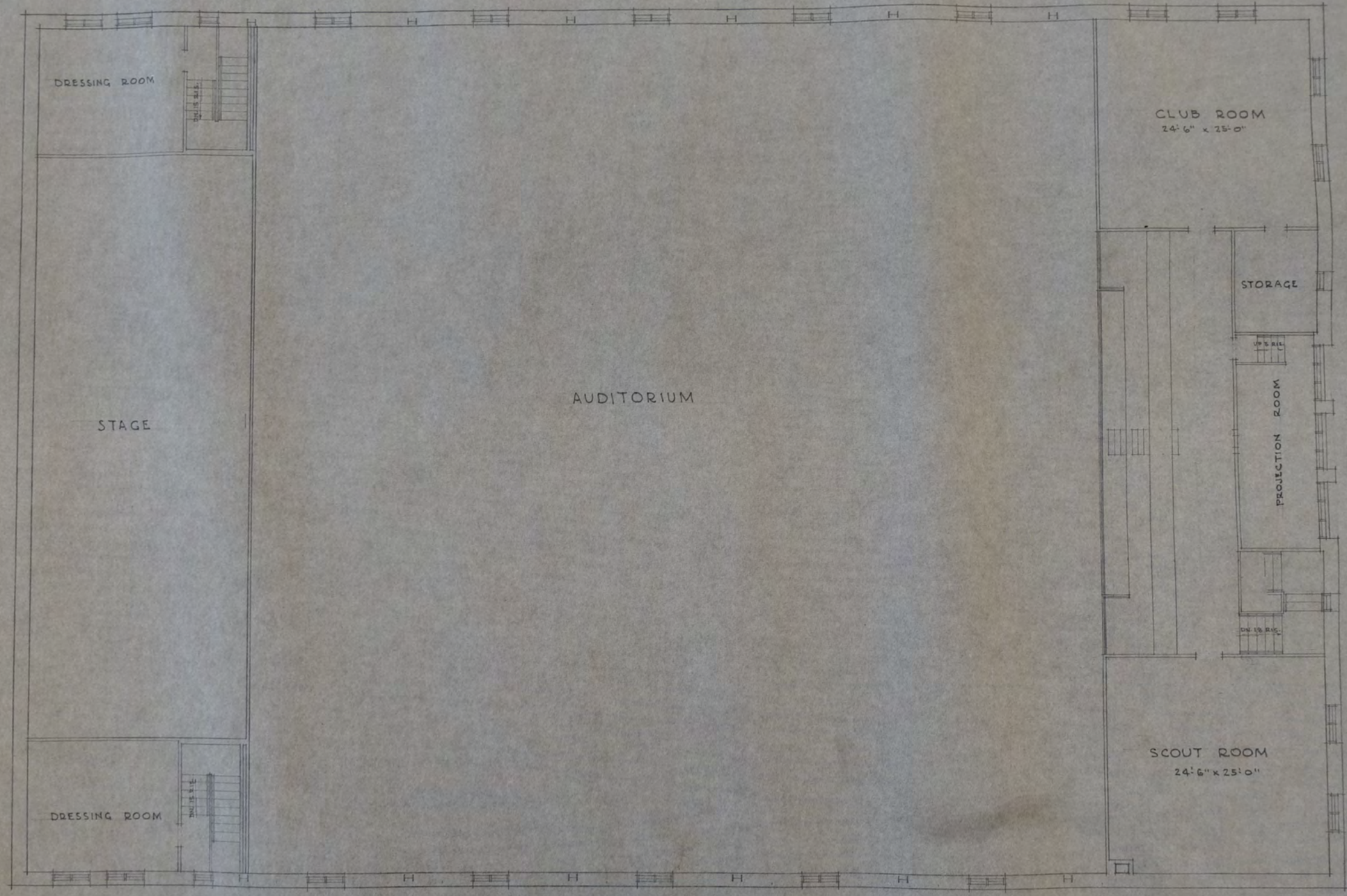
WILLIAM M. INGEMANN - ARCHITECT
JAN. 21-1935



MEMORIAL AUDITORIUM
WILLMAR MINNESOTA

WILLIAM M. INGEMANN - ARCHITECT
JAN. 21-1935

FIRST FLOOR PLAN
SCALE 1/8" = 1'-0"



THIRD FLOOR PLAN

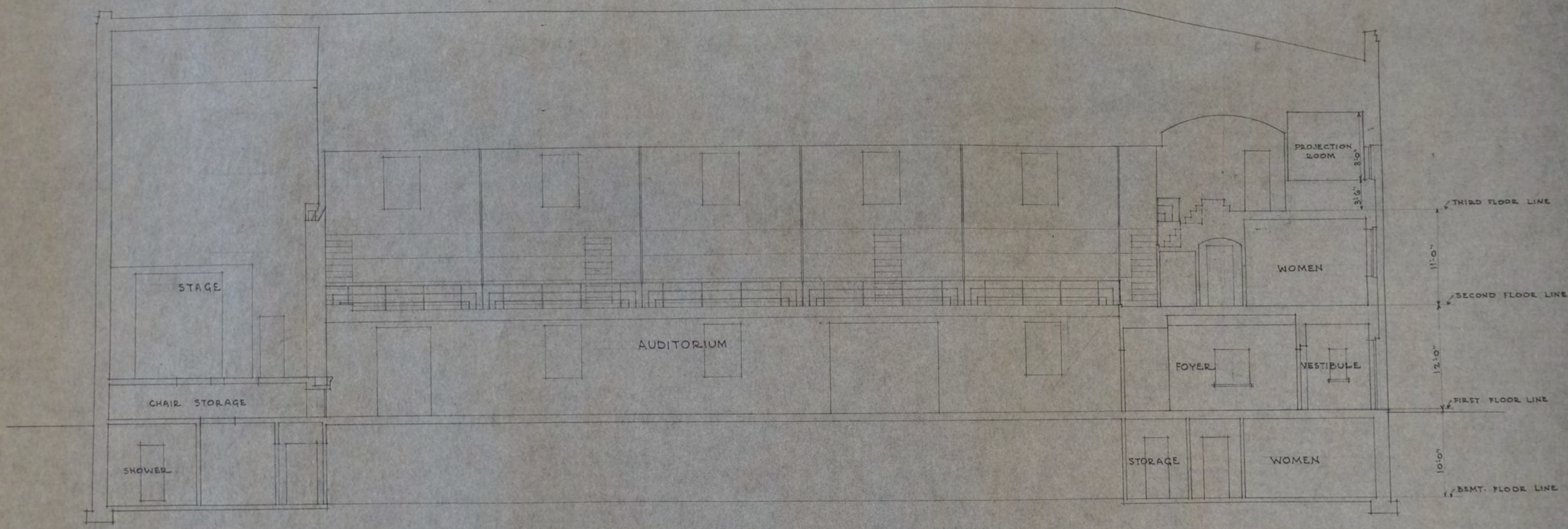
SCALE 1/8" = 1'-0"

MEMORIAL AUDITORIUM

WILLMAR MINNESOTA

WILLIAM M. INGEMANN - ARCHITECT

JAN. 21-1935



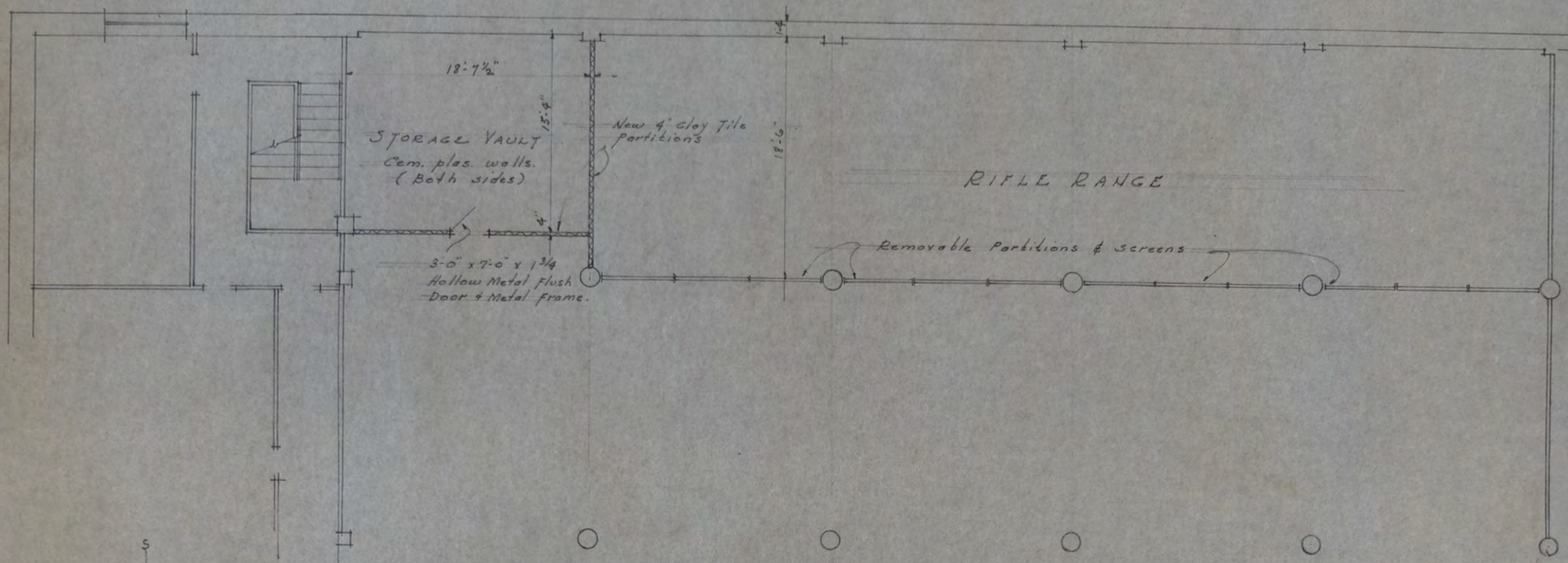
LONGITUDINAL SECTION

SCALE 1/8" = 1'-0"

MEMORIAL AUDITORIUM
WILLMAR MINNESOTA

WILLIAM M. INGEMANN - ARCHITECT

JAN. 21 · 1935



NEW RIFLE RANGE
IN BASEMENT
Scale ⅛"=1'-0"

MEMORIAL AUDITORIUM
WILLMAR - MINNESOTA

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TRACED		SCALE
CHECKED	WILLIAM M. INGEMANN ARCHITECT	REVISED
DATE: FEB. 11-37	ST. PAUL, MINNESOTA	

CARPENTER SHOP B12

DRESSING ROOM B13

SHOWER ROOM B16

TOILET B14

TRAP ROOM B17

SHOWER ROOM B22

TOILET B21

DRESSING ROOM B24

UNFINISHED SPACE B10

BAND ROOM B1

WOMEN'S TOILET B2

STORAGE B4

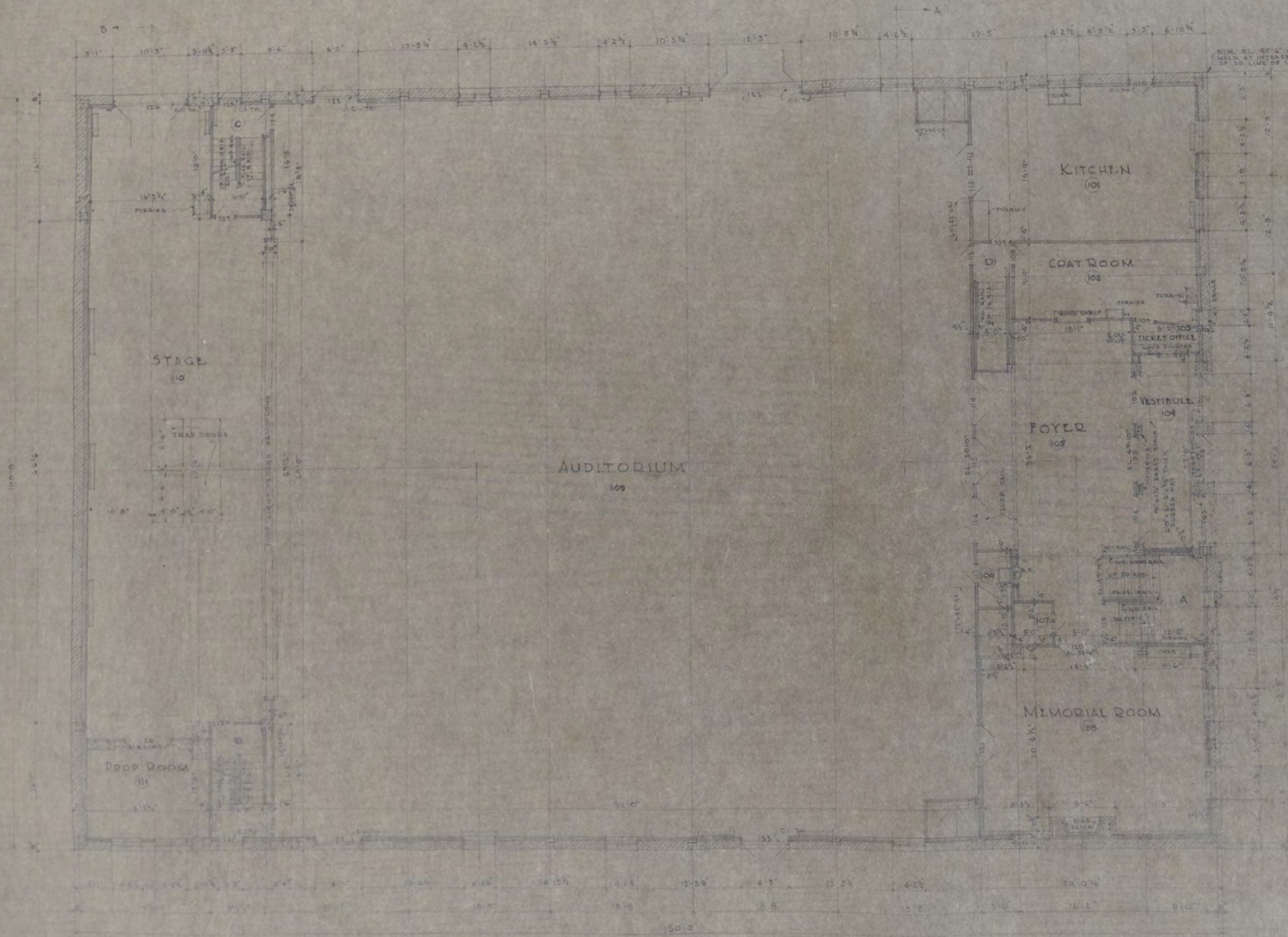
HALL B5

MEN'S TOILET B6

JANITOR B8

MECHANICAL EQUIPMENT B3

NO.	FLOOR	BASE
B1	CEM.	
B2	CEM.	
B3	CONC.	
B4	CEM.	
B5	CEM.	CEM.
B6	CEM.	
B7	CEM.	CEM.
B8	CEM.	
B9	CEM.	
B10		
B11	CEM.	
B12	CEM.	
B13	CEM.	
B14	CEM.	
B15	CONC.	
B16	CEM.	
B17	CEM.	
B18	CEM.	
B19	CONC.	
B20	CEM.	
B21	CEM.	
B22	CEM.	
B23	CEM.	
B24	CEM.	
B25	CEM.	
STAIR A	CEM. TR. & RISERS	C
STAIR B	CEM. TR. & RISERS	
STAIR C	CEM. TR. & RISERS	
STAIR D	CEM. TR. & RISERS	



ROOM FINISH SCHEDULE

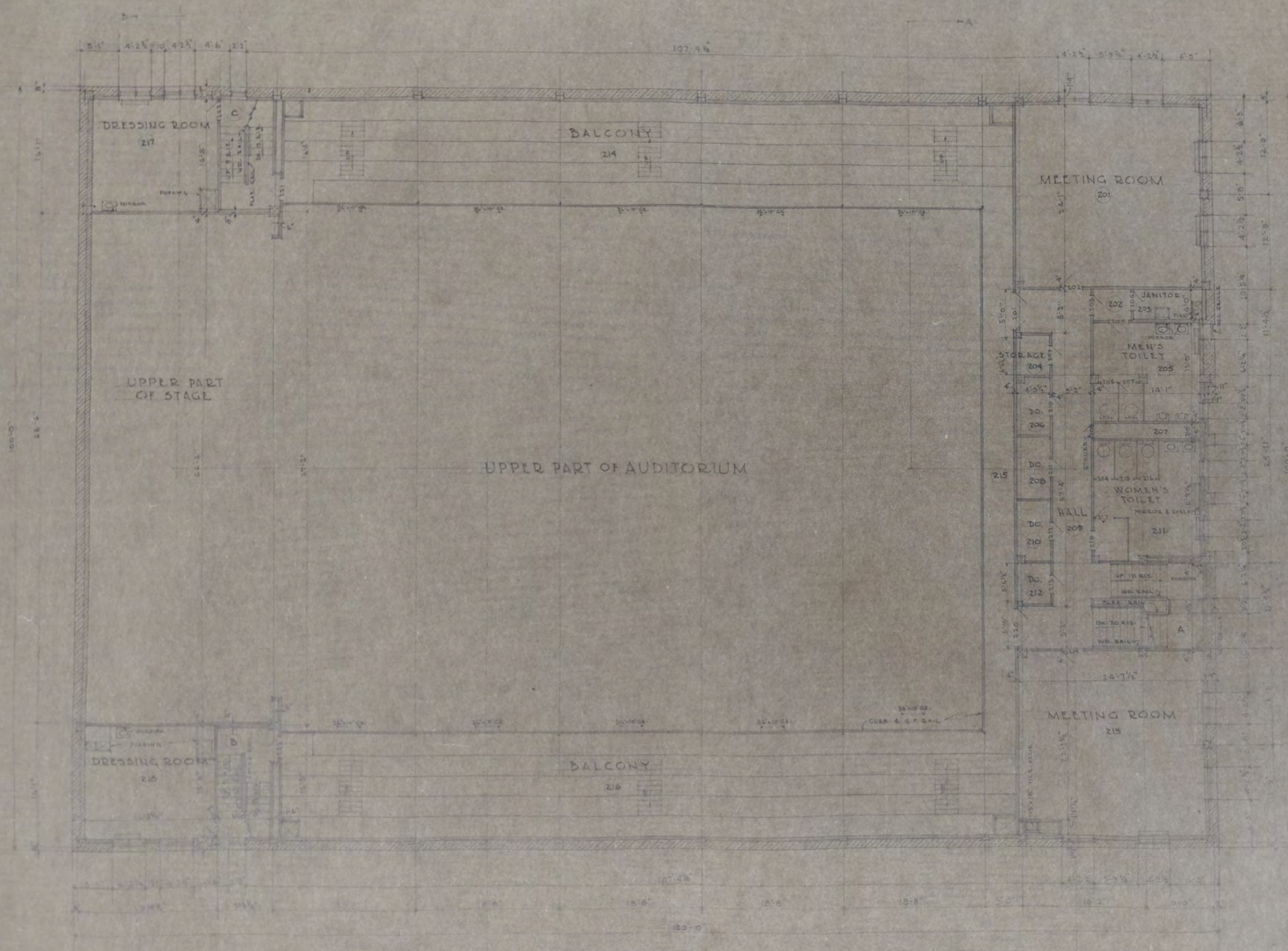
NO.	FLOOR	BASE	WALLS	CEILING	DOOR TRIM	REMARKS
101	CEM.		TILE	CONC.	#2	
102	CEM.		TILE	CONC.	#2	
103	CEM.		TILE	CONC.	#2	
104	CEM.	CEM.	PLAS.	SUSP. PLAS.	#1	SEE DETAIL SHEET #11
105	CEM.	CEM.	PLAS.	CONC. & SUSP. PLAS.	#1	
106	CEM.		TILE	CONC.	#1	
107	CEM.	CEM.	PLAS.	CONC.	#1	
108	STONE		STONE	CONC.	#1	SEE DETAIL SHEET #10
109	WOOD		TILE	ACOUSTIC TILE SUSP. PLAS. ON ACOUSTIC SOFFITS	#2	
110	CEMENT & WOOD		TILE & BRICK		#2	
111	CEM.		TILE & BRICK	CONC.	#2	
STAIR A	CEM. TR. & RISERS	CEM.	PLAS.	PLAS.		CEM. STAIR WITH METAL NOSING SEE DET. SHEET #11
STAIR B	CEM. TR. & RISERS		TILE	CONC.	#2	CEM. PLAS. ON METAL LATH ON WOOD STRINGERS
STAIR C	CEM. TR. & RISERS		TILE	CONC.	#2	CEM. PLAS. ON METAL LATH ON WOOD STRINGERS
STAIR D	CEM. TR. & RISERS		TILE	CONC.	#2	WOOD HAND RAIL

DOOR SCHEDULE

NO.	SIZE	DESCRIPTION	DETAIL
101-102-103	2'-3'-0" x 6'-6" x 2¼"	1 GL. PANEL & GRILLE	SH. 108-111
104-105-106	2'-3'-0" x 6'-3" x 2¼"	3 PANELS	SH. 111
107-108-109	2'-6" x 7'-0" x 2¼"	5 "	51
110	3'-0" x 7'-0" x 2¼"	1 GL. PANEL 4 WOOD PANEL	SH. 111
111-112	3'-0" x 7'-0" x 2¼"	5 PANELS	51
113	2'-6" x 7'-0" x 2¼"	" "	51
114-115-116	2'-5'-0" x 6'-1" x 2¼"	3 PANELS	109
117	2'-8" x 7'-0" x 2¼"	5 PANELS	51
118	2'-6" x 6'-0" x 2¼"	3 PANELS	109
119	4'-10" x 6'-0" OPNG.	PLAS. OPENING CORNER BEADS	
120-121	2'-2 1/2" x 7'-11 1/2" x 1¾"	3 PANELS	109
122	4'-3'-0" x 10'-0 3/8" x 1¾"	2 GLASS PANELS 2 WOOD PANELS 2 CENTER DOORS WITH SPLIT RAIL	SH. 111
123	2'-5'-0" x 6'-1" x 2¼"	1 GLASS PANEL 2 WOOD PANELS	110
124	3'-0" x 7'-0" x 2¼"	5 PANELS	51
125	3'-0" x 6'-1" x 2¼"	1 GL. PANEL 2 WOOD PANELS	110
126	3'-5-9 x 12'-9" x 2¼"	2 GL. PANELS 1 WIRED PANELS	SH. 111
127	2'-8" x 7'-0" x 2¼"	5 PANELS	51
128	2'-3'-0" x 7'-0" x 2¼"	DOORS & FRAMES METAL COVERED STAGE SIDE	51
129	2'-8" x 7'-0" x 2¼"	" "	51
130	3'-0" x 7'-0" x 2¼"	5 PANELS	51
131	3'-0" x 6'-1" x 2¼"	1 GLASS PANEL 2 WOOD PANELS	110
132-133	2'-3'-0" x 6'-1" x 2¼"	2 GLASS PANEL 1 WOOD PANELS	110

MEMORIAL AUDITORIUM - WILMAR - MINNESOTA

DRAWN	FIRST FLOOR PLAN	DRAWING NO.
TRACED		SCALE
CHECKED	WILLIAM M. INGEMANN ARCHITECT ST. PAUL, MINNESOTA	REVISED
DATE		



ROOM FINISH SCHEDULE

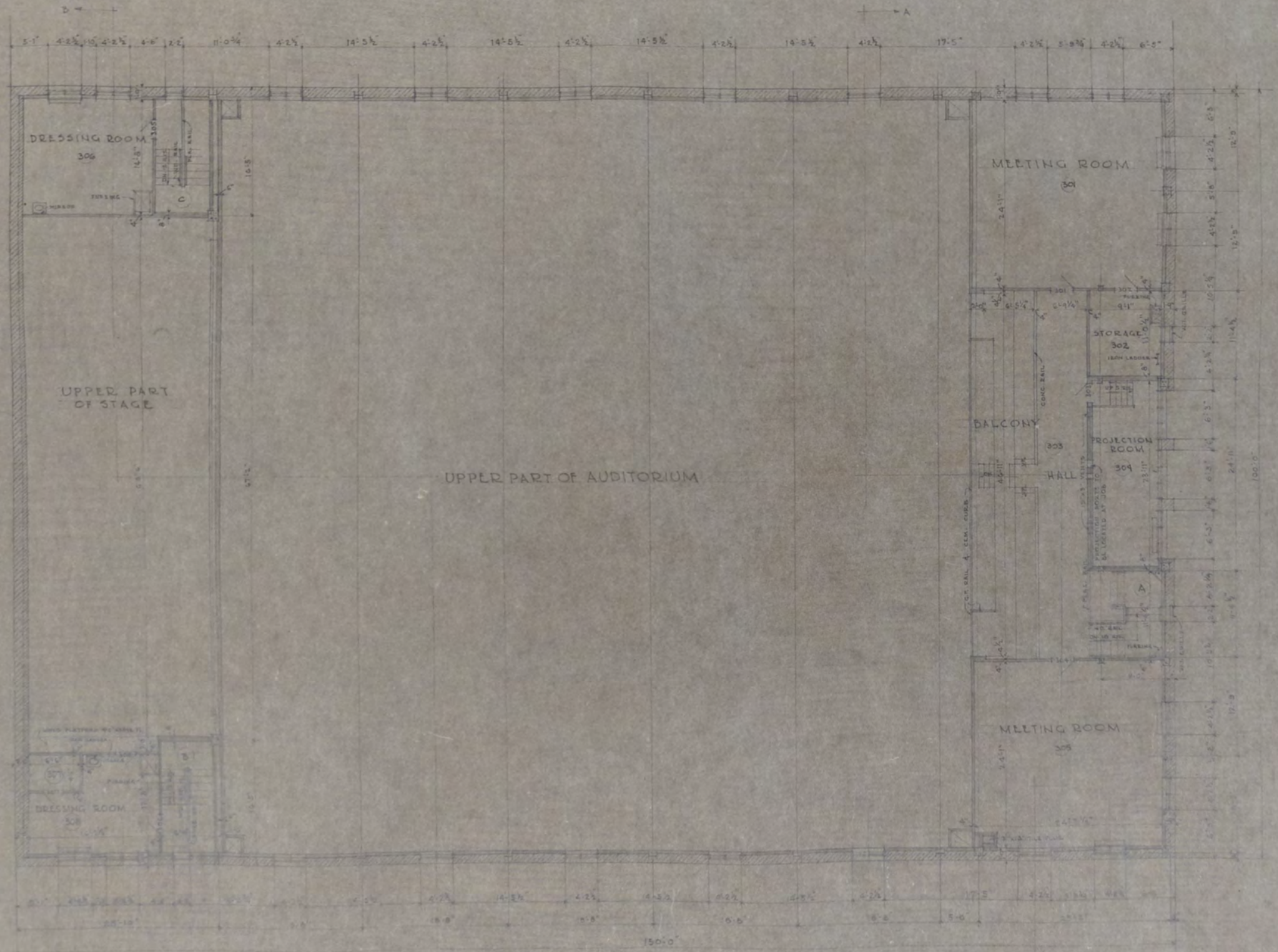
NO.	FLOOR	BASE	WALLS	CEILING	DOOR TRIM	REMARKS
201	CEM.		TILE	CONC.	#2	
202	CEM.		TILE	CONC.	#2	
203	CEM.		TILE	CONC.	#3	
204	CEM.		TILE	CONC. & SUSP. PLAS.	#3	
205	CEM.		TILE	CONC. & SUSP. PLAS.	#2	TOILET STALLS SK. #111
206	CEM.		TILE	CONC. & SUSP. PLAS.	#3	
207	CONC.		TILE	CONC.		
208	CEM.		TILE	CONC. & SUSP. PLAS.	#3	
209	CEM.	CEM.	PLAS.	SUSP. PLAS.	#1	
210	CEM.		TILE	CONC. & SUSP. PLAS.	#3	
211	CEM.		TILE	CONC. & SUSP. PLAS.	#2	TOILET STALLS SK. #111
212	CEM.		TILE	CONC. & SUSP. PLAS.	#3	
213	CEM.		TILE	CONC.	#2	
214	CEM.		TILE	ACOUSTIC TILE	#2	WOOD BENCHES
215	CEM.		TILE	ACOUSTIC TILE	#2	
216	CEM.		TILE	ACOUSTIC TILE	#2	WOOD BENCHES
217	CEM.		TILE	CONC.	#3	
218	CEM.		TILE	CONC.	#3	
STAIR A	CEM. TR. & RIS.	CEM.	PLAS.	PLAS.		CEM. PLAS. RAIL & WOOD HAND RAILS
STAIR D	CEM. TR. & RIS.		TILE	CONC.	#2	CEM. PLAS. RAIL & WOOD HAND RAILS
STAIR C	CEM. TR. & RIS.		TILE	CONC.	#2	CEM. PLAS. RAIL & WOOD HAND RAIL

DOOR SCHEDULE

NO.	SIZE	DESCRIPTION	DETAIL
201	2'-6" x 7'-0" x 2¼"	5 PANELS	B1
202	3'-0" x 7'-0" x 2¼"	5 PANELS	B1
203 - 205	2'-8" x 7'-0" x 2¼"	5 PANELS	B1
206	2'-6" x 7'-0" x 2¼"	5 PANELS	B1
206 - 207	2'-2" x 5'-0" x 1⅜"	3 PANELS 10" ABOVE FL.	B4
208	1'-8" x 6'-6" x 1¾"	3 PANELS 6" ABOVE FL. FRAME 4 SIDES	B1
209 TO 213 INCL.	2'-6" x 6'-4" x 2¼"	5 PANELS	B1
214-215-216	2'-2" x 5'-0" x 1⅜"	3 PANELS 10" ABOVE FL.	B4
217	2'-6" x 5'-0" x 1⅜"	3 PANELS 10" ABOVE FL.	B4
218	2'-8" x 7'-0" x 2¼"	5 PANELS	B1
219	3'-0" x 7'-0" x 2¼"	5 PANELS	B1
220	2'-2½" x 7'-0" x 2¼"	5 PANELS	B1
221	3'-0" x 7'-0" x 2¼"	5 PANELS	B1
222	2'-6" x 7'-0" x 2¼"	5 PANELS	B1
223	3'-0" x 7'-0" x 2¼"	5 PANELS	B1
224	2'-6" x 7'-0" x 2¼"	5 PANELS	B1

MEMORIAL AUDITORIUM
WILLMAR, MINNESOTA

DRAWN	SECOND FLOOR PLAN	DRAWING NO. A 5
TRACED		SCALE 1/8" = 1'-0"
CHECKED	WILLIAM M. INGEMANN ARCHITECT	REVISED
DATE	ST. PAUL, MINNESOTA	



ROOM FINISH SCHEDULE

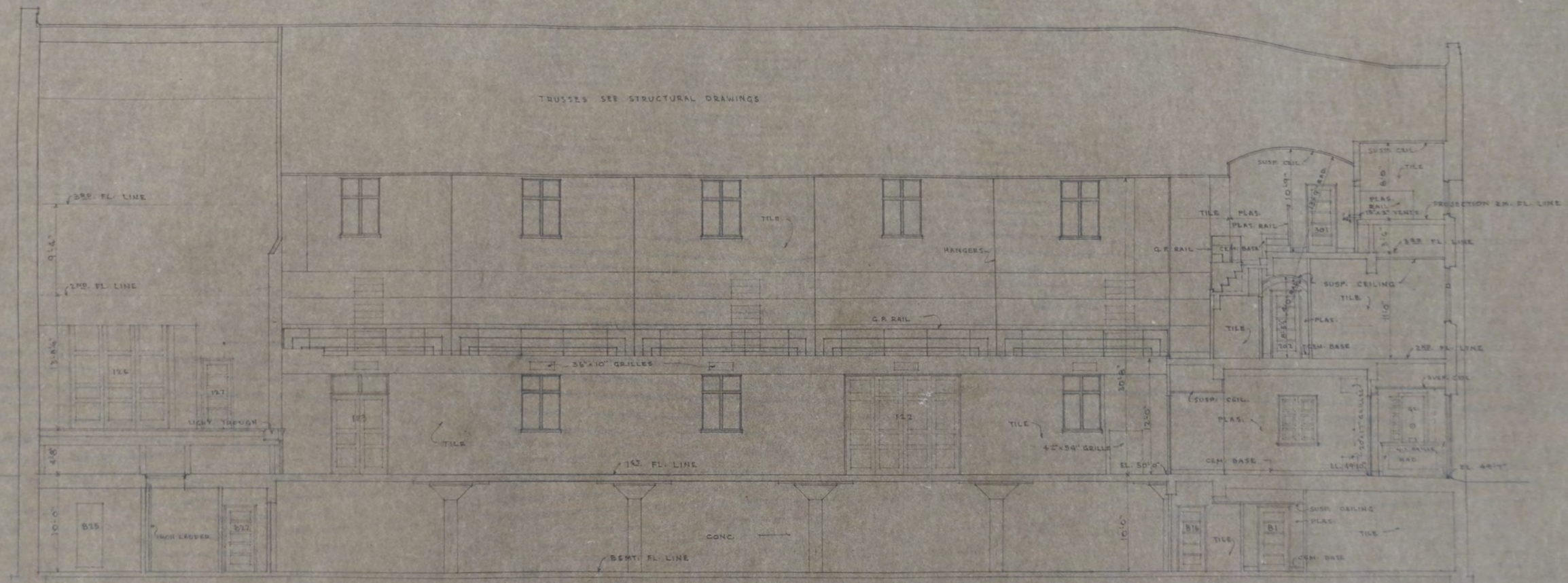
NO.	FLOOR	BASE	WALLS	CEILING	DOOR TRIM	REMARKS
301	CEM.		TILE	SUSP. PLAS.	#2	
302	CEM.		TILE	SUSP. PLAS.	#3	
303	CEM.	CEM.	PLAS.	SUSP. PLAS.	#1	CONC. RAIL WOOD BASEWALL
304	CEM.		TILE	SUSP. PLAS. METAL		CEM. PLAS. RAIL WOOD HAND RAIL
305	CEM.		TILE	SUSP. PLAS.	#2	
306	CEM.		TILE		#3	
307	CEM.		TILE		#3	
308	CEM.		TILE		#3	
STAIR A	CEM. TR. & RIS.	CEM.	PLAS.	SUSP. PLAS.		CEM. PLAS. RAIL & WOOD HAND RAIL
STAIR B	CEM. TR. & RIS.		TILE		#3	CEM. PLAS. RAIL & WOOD HAND RAIL
STAIR C	CEM. TR. & RIS.		TILE		#3	CEM. PLAS. RAIL & WOOD HAND RAIL

DOOR SCHEDULE

NO.	SIZE	DESCRIPTION	DETAIL
301	3'-0" x 7'-0" x 2¼"	5 PANELS	B1
302	2'-8" x 7'-0" x 2¼"	5 PANELS	B1
303	2'-8" x 7'-0" x 2¼"	5 PANELS - METAL COVERED CONC. SILL	S16 #11
304	3'-0" x 7'-0" x 2¼"	5 PANELS	B1
305	2'-6" x 7'-0" x 2¼"	5 PANELS	B1
306	2'-6" x 7'-0" x 2¼"	5 PANELS	B1
307	2'-6" x 7'-0" x 2¼"	5 PANELS	B1
308	2'-6" x 3'-6" x 2¼"	4 PANELS 40" ABOVE FL.	SIMILAR TO B1

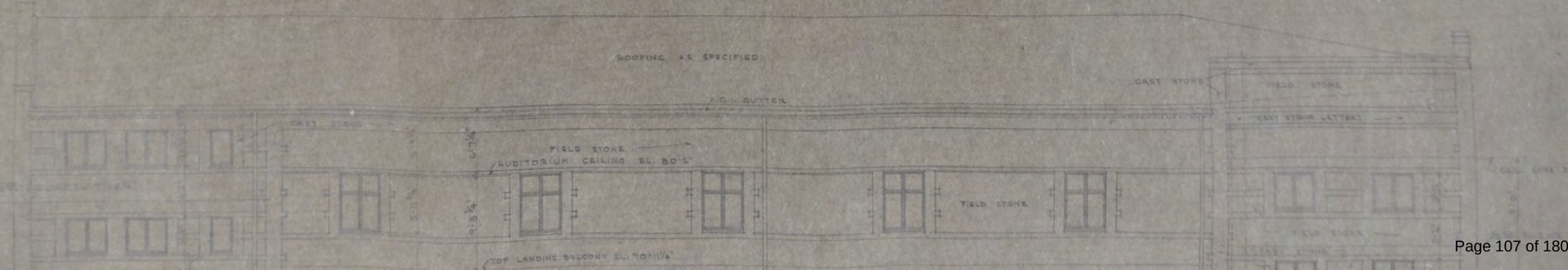
MEMORIAL AUDITORIUM
WILLMAR, MINNESOTA

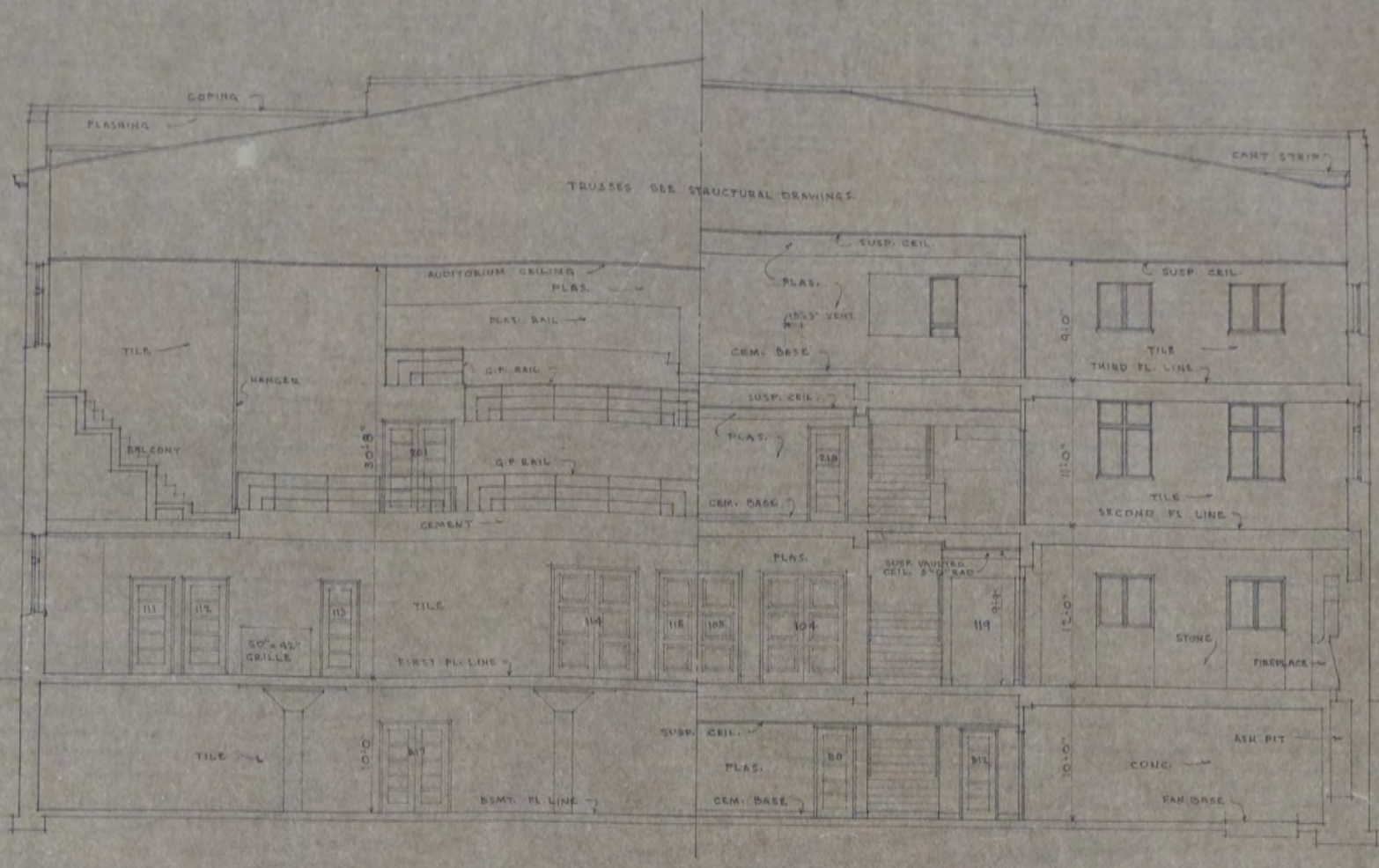
DRAWN	THIRD FLOOR PLAN	DRAWING NO.
TRACED		SCALE
CHECKED	WILLIAM M. INGEMANN ARCHITECT ST. PAUL, 3 MINNESOTA	REVISED
DATE		



LONGTUDINAL SECTION ON ℄

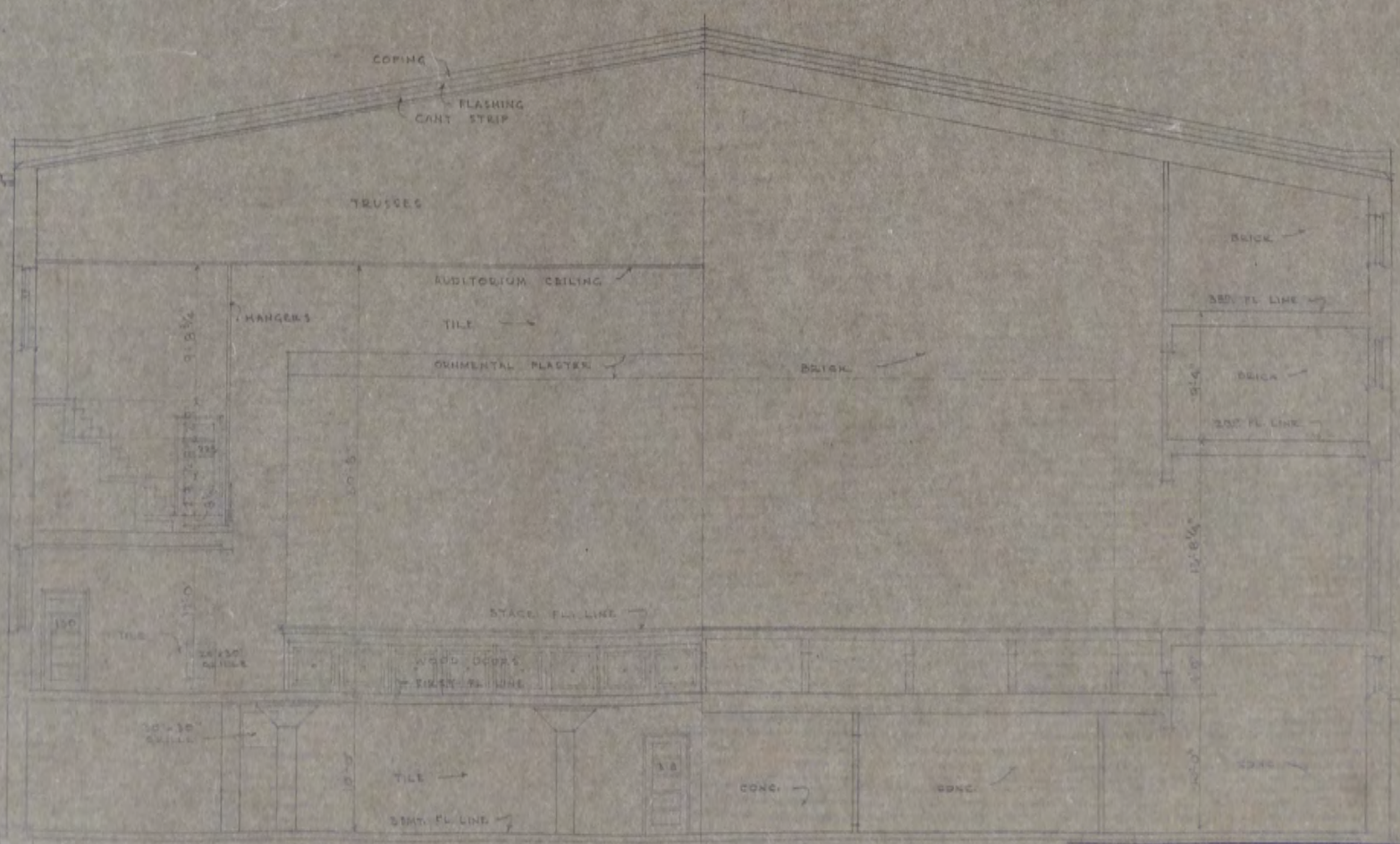
SCALE 1/8" = 1'-0"





CROSS SECTION A-A

SCALE 1/8"=1'0"



CROSS SECTION B-B

SCALE 1/8"=1'0"

MEMORIAL AUDITORIUM
WILLMAR · MINNESOTA

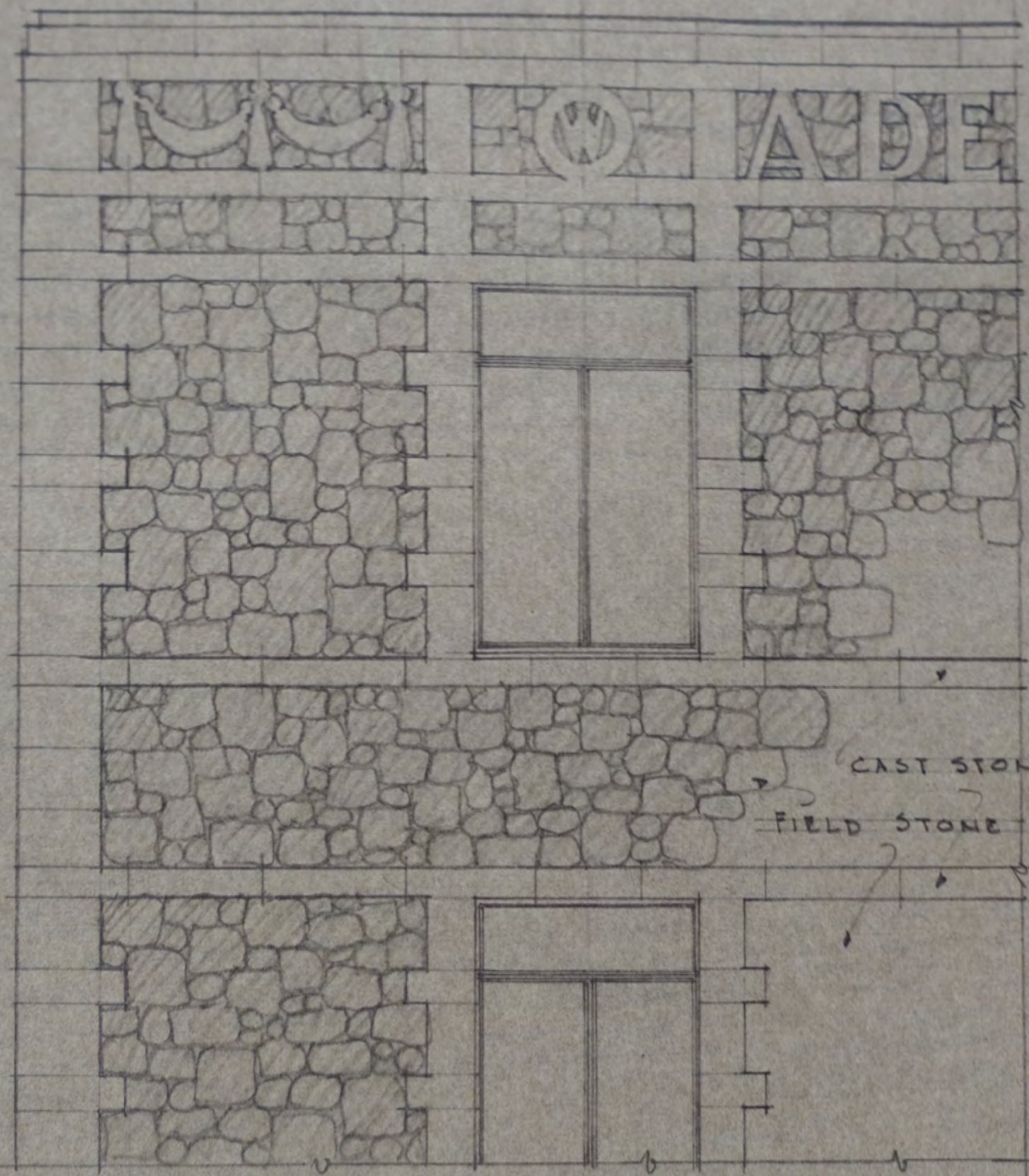
DRAWN W.M.S.	CROSS SECTIONS	DRAWING NO. 107
TRACED		SCALE VARIES
CHECKED	WILLIAM M. INGEMANN ARCHITECT	REVISED
DATE	ST. PAUL 3 MINNESOTA	

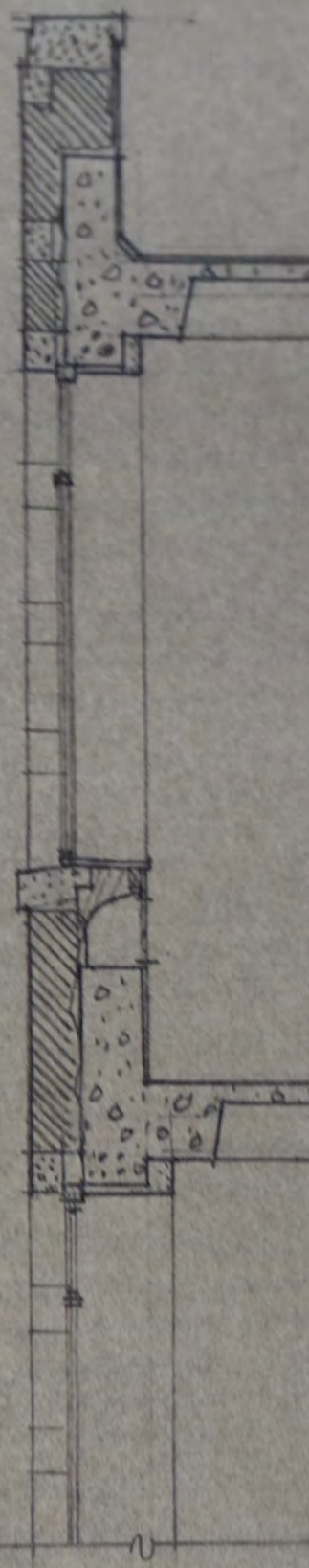
STAIR 'A'

SECTION X-X

SECTION THRU STAIR 'A'
SCALE 3/8 = 1'-0"

MEMORIAL AUDITORIUM WILLMAR · MINNESOTA		
DRAWN WJ	STAIR DETAILS	DRAWING NO. 12
TRACED		SCALE AS NOTED
CHECKED	WILLIAM M. INGEMANN ARCHITECT ST. PAUL, 3 MINNESOTA	REVISED
DATE		





ELEVATION

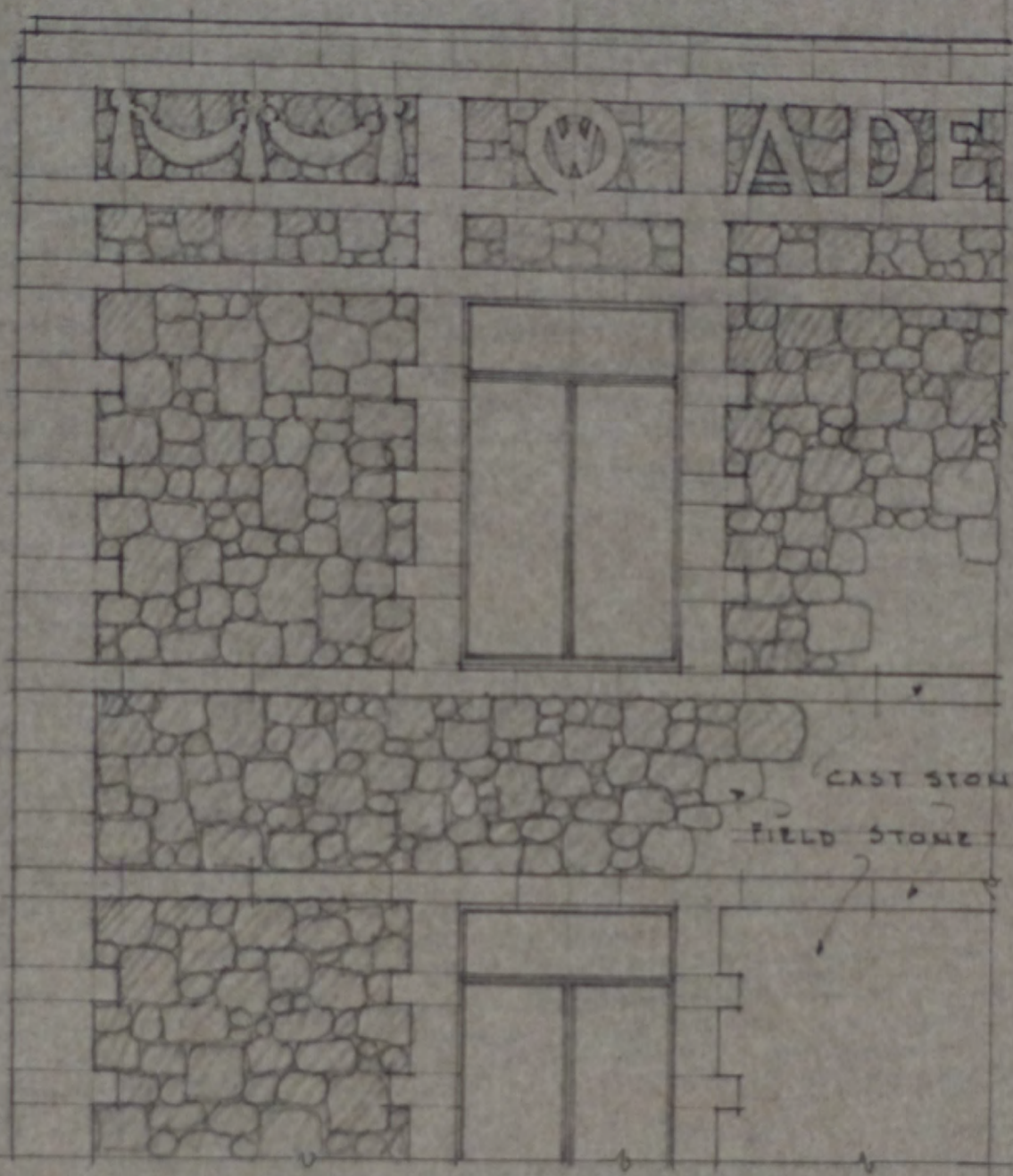
SECT

SCALE - 1/4"=1'-0"

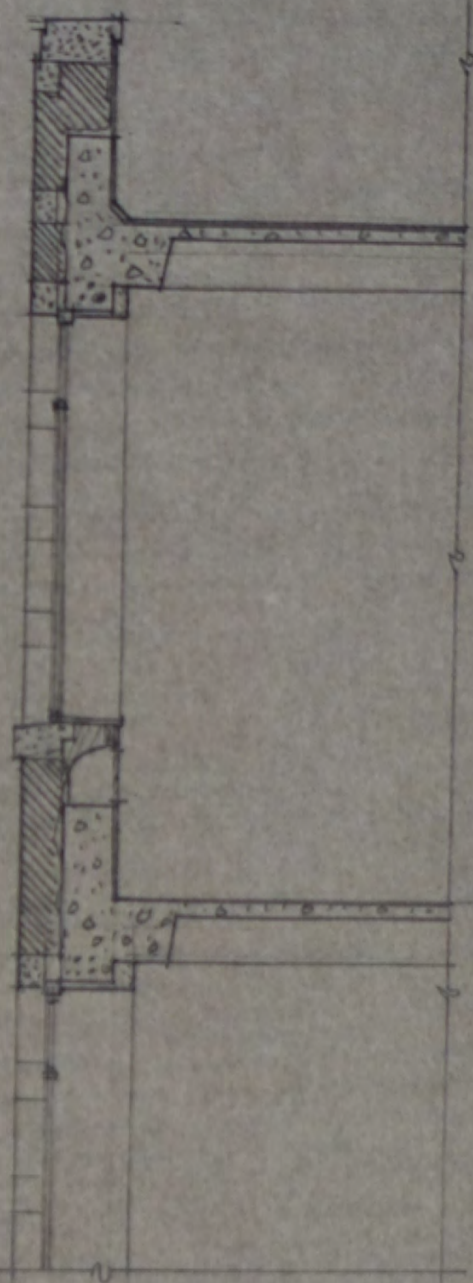
DETAIL OF -

FIELD STONE WALL WITH CAST STONE TRIM

WILLIAM M. INGRMANN - ARCHITECT



ELEVATION



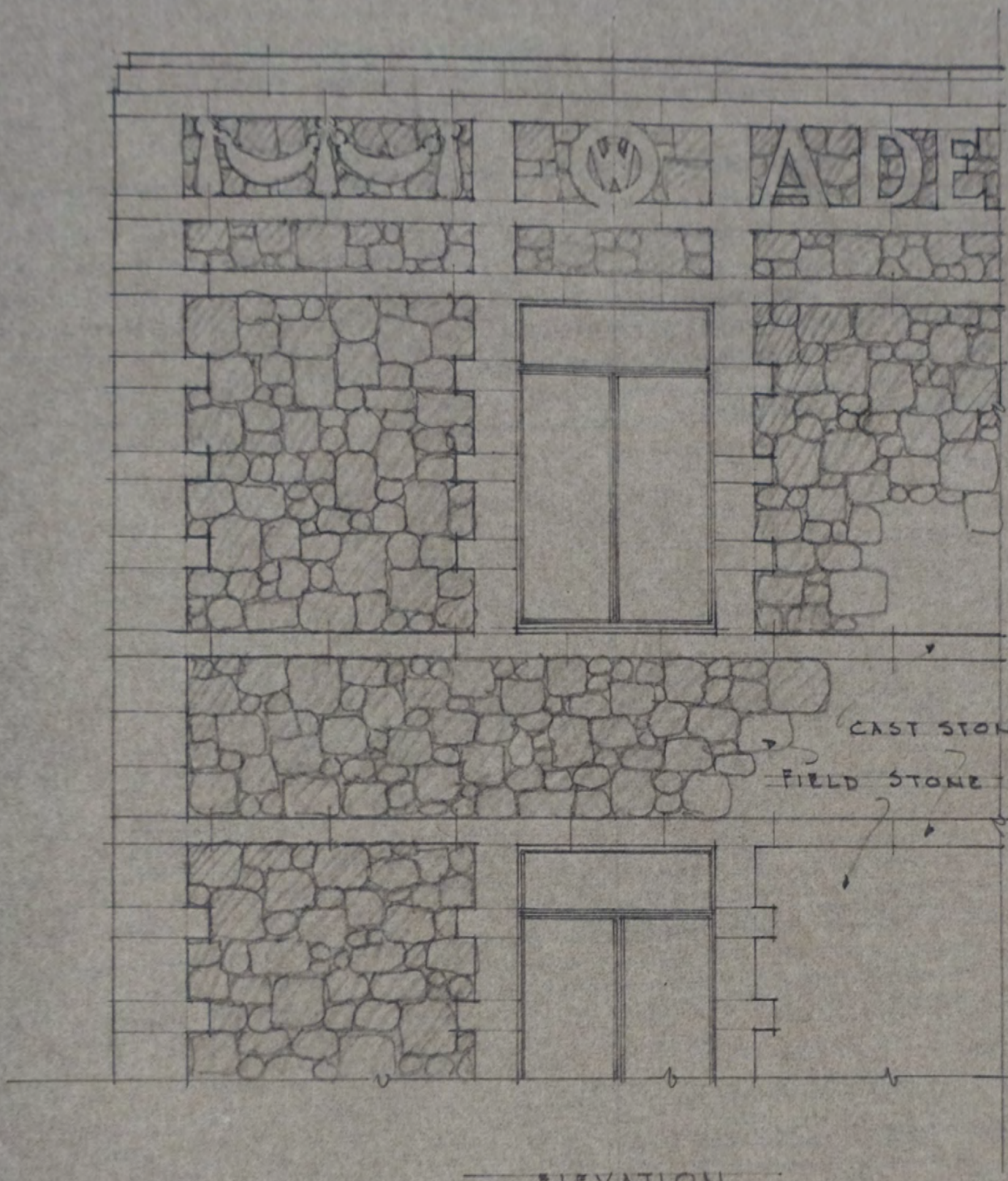
SECTION

SCALE · 1/4"=1'-0"

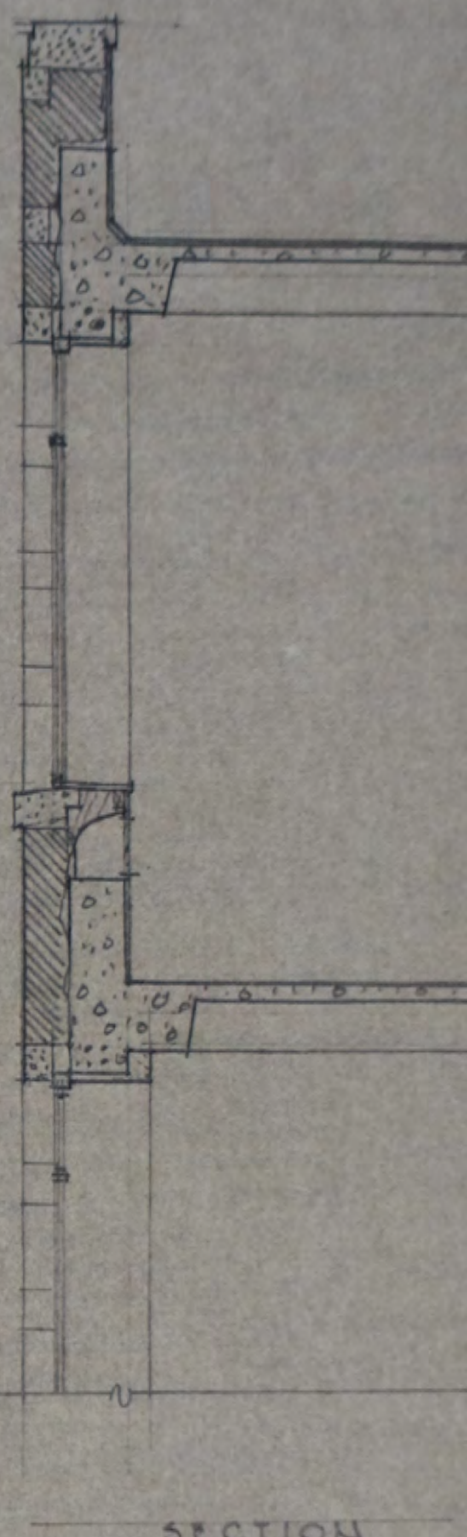
DETAIL OF

FIELD STONE WALL WITH CAST STONE TRIM

WILLIAM M. INGRMANN · ARCHITECT



ELEVATION



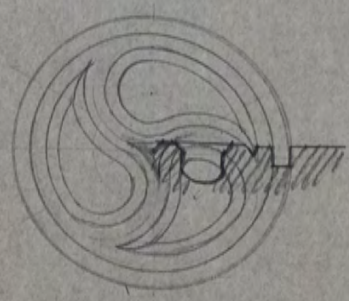
SECTION

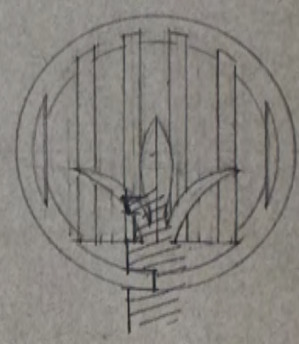
SCALE - 1/4"=1'-0"

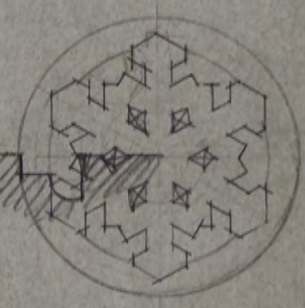
DETAIL OF

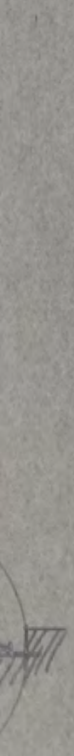
FIELD STONE WALL WITH CAST STONE TRIM

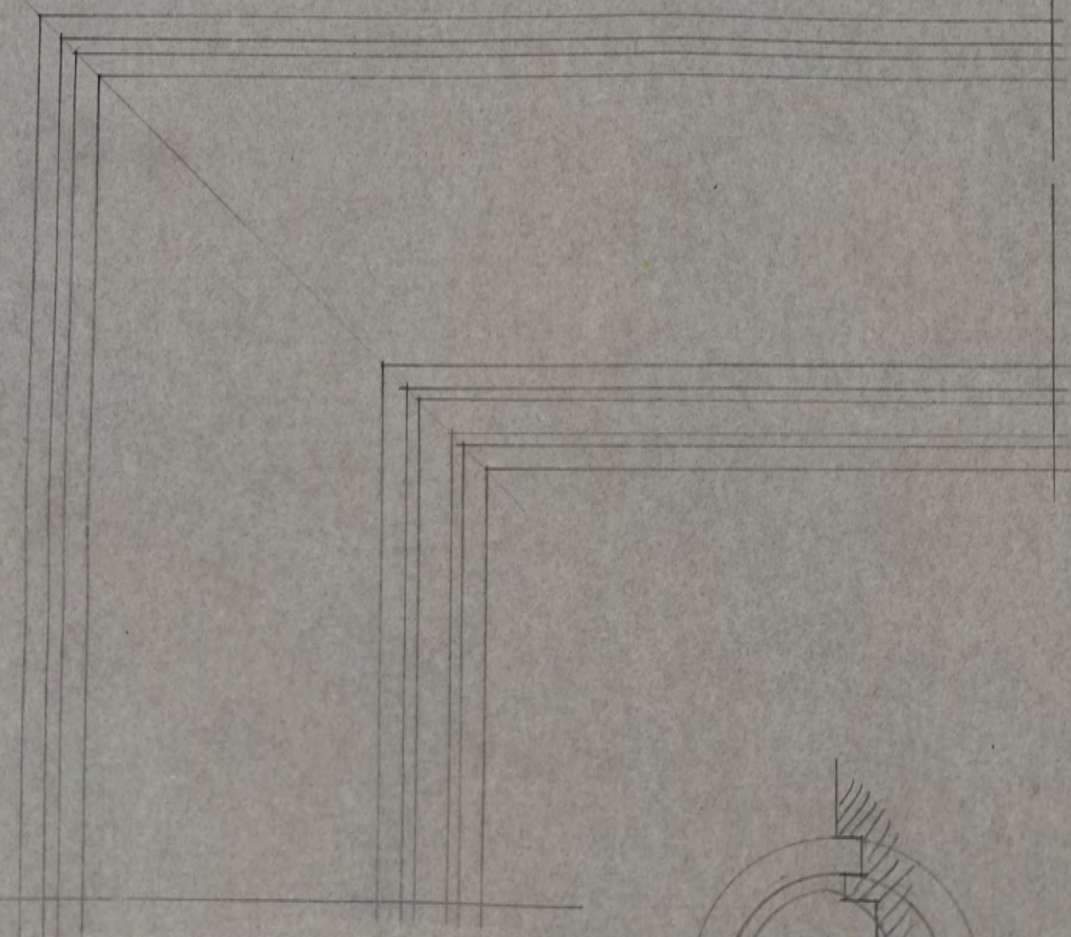
WILLIAM M. INGRMANN - ARCHITECT

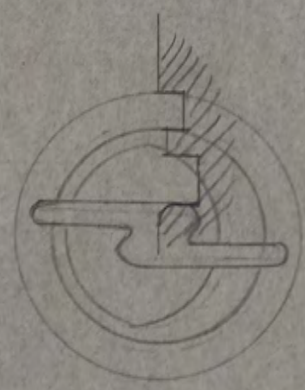


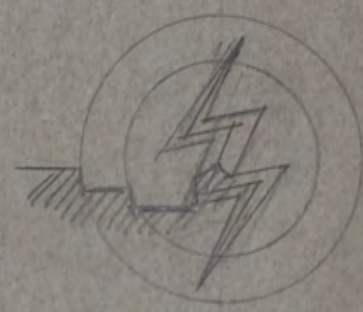












MEMORIAL AUDITORIUM
WILLMAR - MINNESOTA

D.B.I.

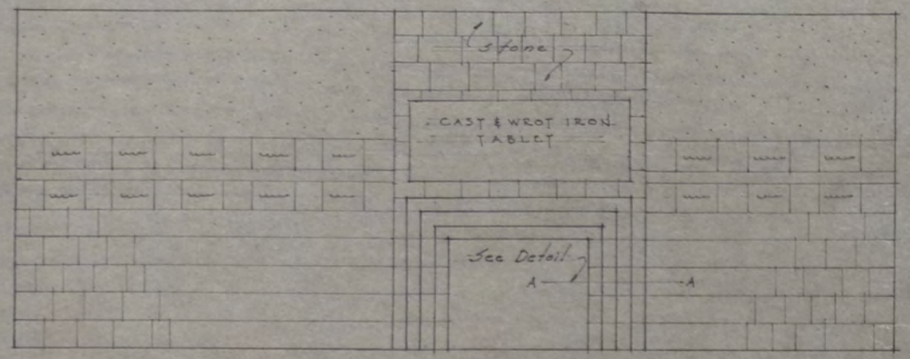
LOBBY DOORS

WILLIAM M. INCEMANN
ARCHITECT
ST. PAUL, - MINNESOTA

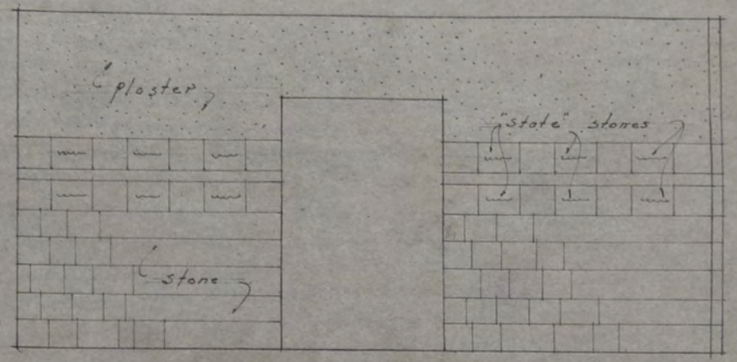
DATE MAR. 10-37

REVISED

F.S. DETAILS OF MEDALLIONS



NORTH ELEVATION



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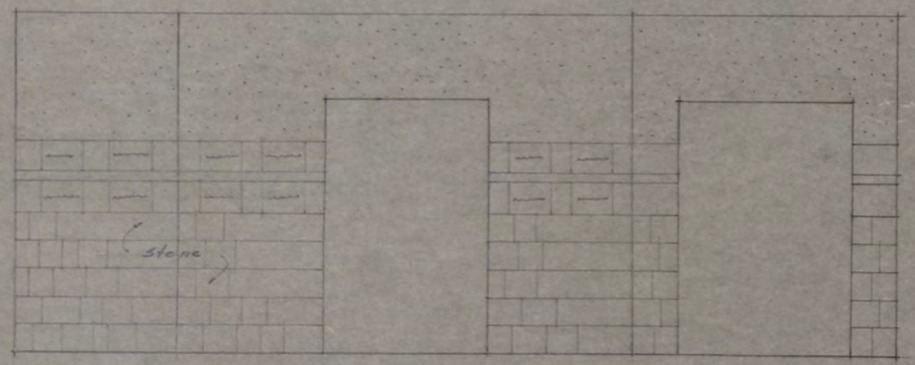
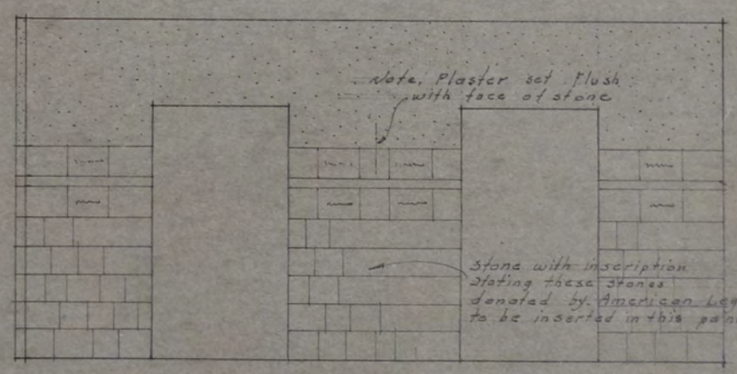


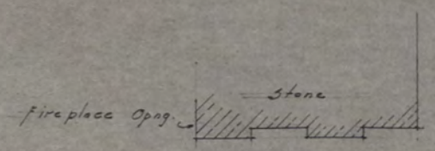
SOUTH ELEVATIONS



WEST ELEVATION

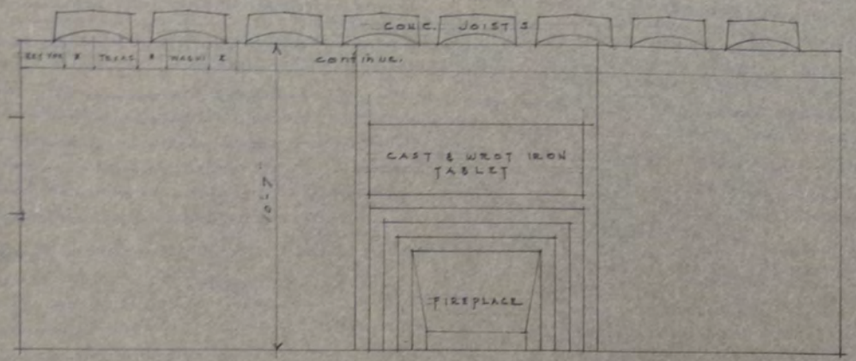
MEMORIAL ROOM ELEVATIONS

Scale 1/4" = 1'-0"



SECTION A-A
Scale 1" = 1'-0"

MEMORIAL AUDITORIUM WILLMAR-MINNESOTA		
DRAWN E.K.		DRAWING NO.
TRACED		SCALE
CHECKED	WILLIAM M. INGEMANN ARCHITECT ST. PAUL, MINNESOTA	REVISED
DATE 12-26-36		



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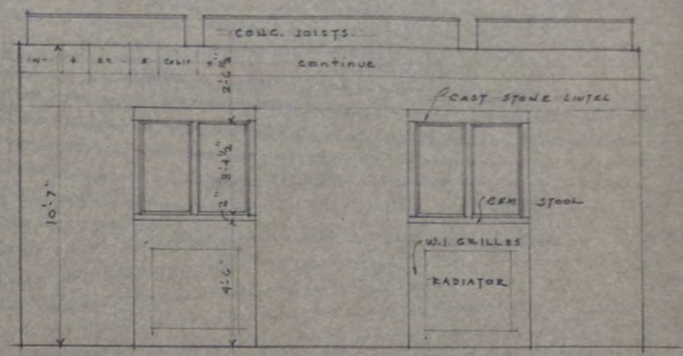

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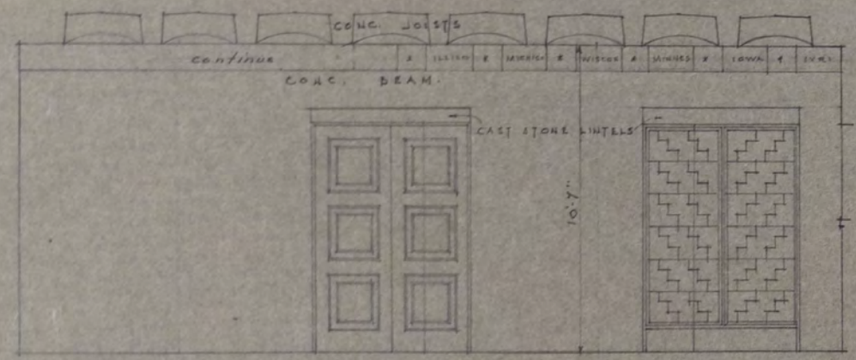
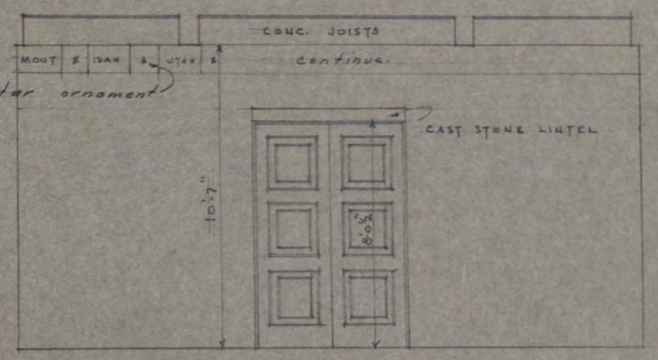


SOUTH ELEVATION

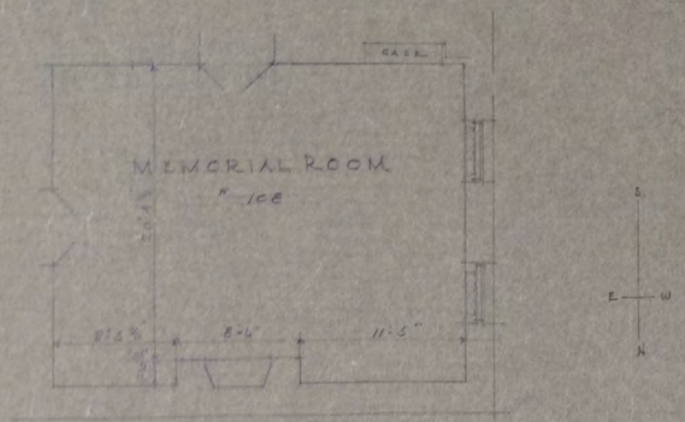


EAST ELEVATION

MEMORIAL ROOM ELEVATIONS

Scale 1/4" = 1'-0"

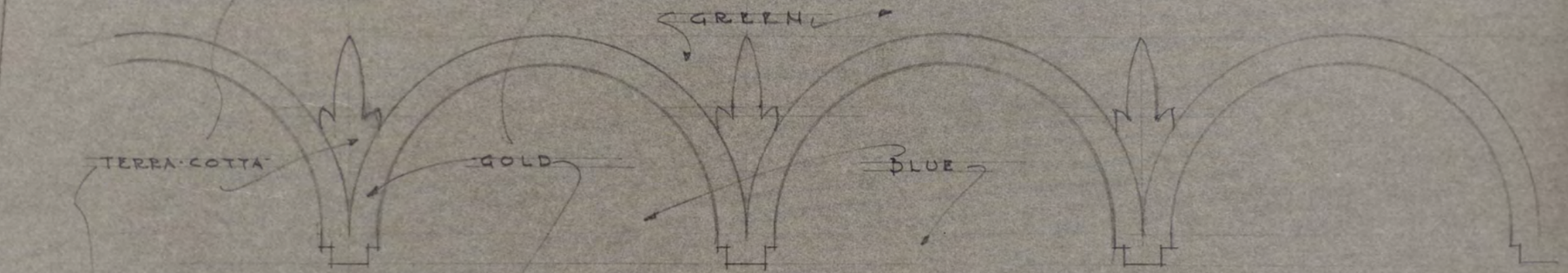
Note Check all dimensions on the job



PLAN
Scale 1/2" = 1'-0"

MEMORIAL AUDITORIUM
WILLMAR, MINNESOTA

DRAWN	MEMORIAL ROOM	DRAWING NO.
TRACED EL		SCALE
CHECKED	WILLIAM M. INGEMANN ARCHITECT ST. PAUL, - MINNESOTA	REVISED
DATE 8/26/54		



DECORATIVE BAND FOR SIDES OF BEAMS IN FOYER
SCALE - 1/2 F.S.

MEMORIAL AUDITORIUM
WILLMAR - MINNESOTA

WILLIAM M. INGEBRIGTSEN
ARCHITECT
ST. PAUL 1 MINNESOTA

APPENDIX D

RENOVATION DRAWINGS

Willmar City Auditorium 2014 Renovations

CCI Job#13152CJC

Table of Contents

SHEET	DESCRIPTION
1	Title Page
2	AHU-1 Flow Diagram
3	AHU-1 Wiring Details
4	AHU-2 Flow Diagram
5	AHU-2 Wiring Details
6	AHU-3 Flow Diagram
7	AHU-3 Wiring Details
8	HWS Flow Diagram
9	HWS Wiring Details
10	Control Layout- Basement
11	Hydronic Control Layout- Basement
12	Control Layout- Main Floor
13	AHU-1 Sequence of Operation
14	AHU-2 Sequence of Operation
15	AHU-3 Sequence of Operation
16	HWS-1 Sequence of Operation

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FACILITY EXPLORER BY JOHNSON CONTROLS

Drawing Title: Title Page

Project Title: Willmar City Auditorium 2014 Renovations

AS BUILT

DRAWN BY: RP DATE: 4/22/2015

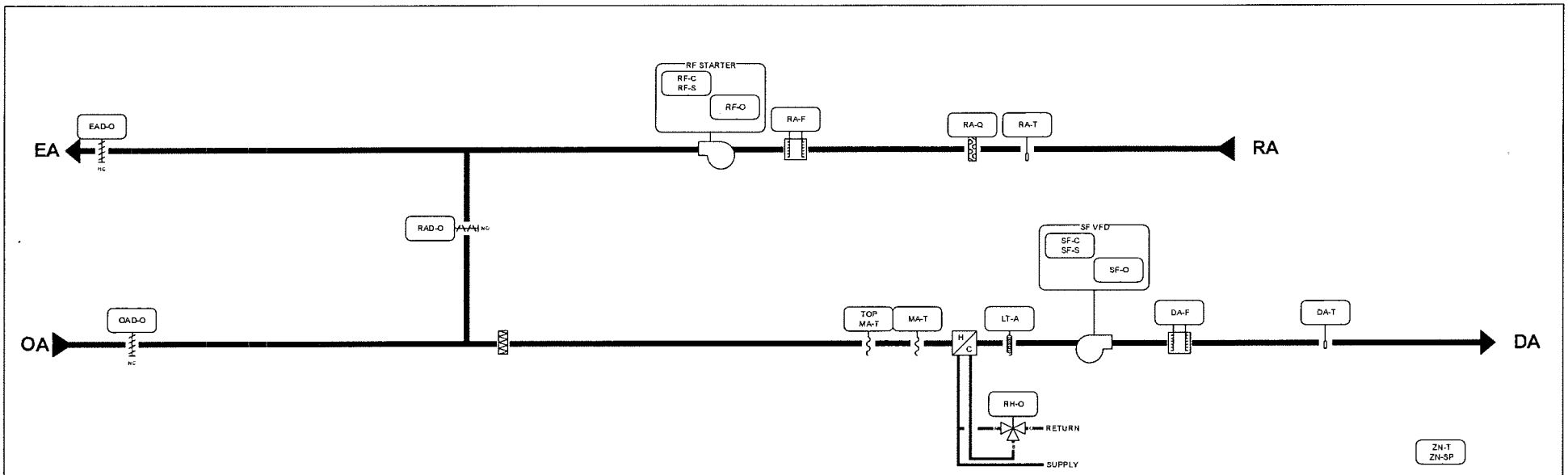
APPROVED BY: DATE:

-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

Chappell Central Inc.
2101 Gorton Ave. NW
Willmar, MN 56201
320-235-2151

CONTRACT NUMBER: J#13152CJC

DRAWING NUMBER: 1



FACILITY EXPLORER
BY JOHNSON CONTROLS

Drawing Title
AHU-1 Flow Diagram

Project Title
Willmar City Auditorium 2014 Renovations

Basement HVAC Plan	M2.0

AS-BUILT

DRAWN BY RAP DATE 4/22/2015

APPROVED BY DATE

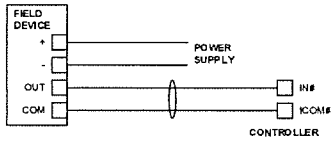
-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

Chappell Central Inc.
2101 Gorton Ave. NW
Willmar, MN 56201
320-235-2151

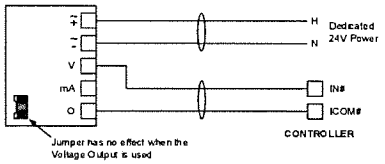
CONTRACT NUMBER
13152CJC

DRAWING NUMBER
2

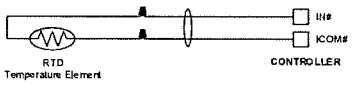
DETAIL F101 VOLTAGE INPUT - EXTERNAL SOURCE



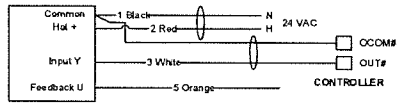
DETAIL F121 VOLTAGE INPUT from CD SERIES CO2 SENSORS (except CD-W00)



DETAIL F131 TEMPERATURE SENSOR INPUT

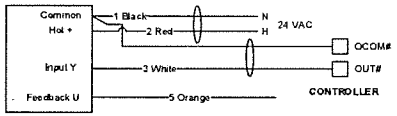


DETAIL F263-1 2-10VDC OUTPUT to BELIMO ARB/LRB Actuators



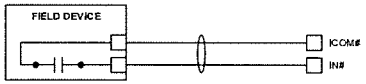
To reverse rotation, Turn rotation knob on actuator.

DETAIL F267-1 2-10VDC OUTPUT to BELIMO AFB ACTUATORS

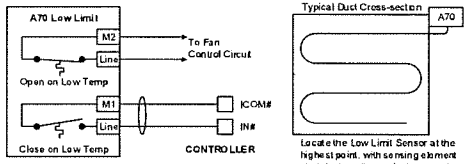


To reverse rotation, flip the actuator to the other side and remount with proper mounting hardware.

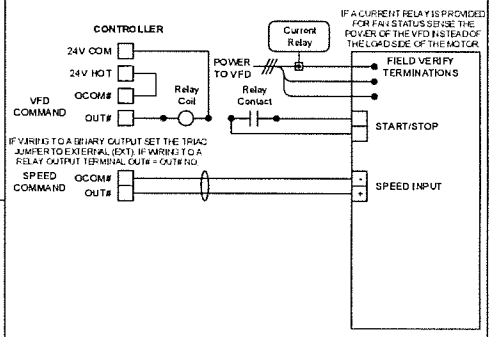
DETAIL F301 BINARY INPUT (DRY CONTACT)



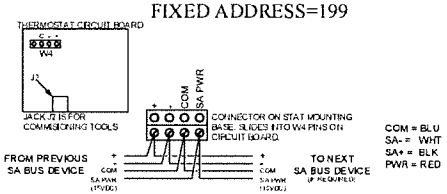
DETAIL F302 N.O. BINARY INPUT - A70



DETAIL F1043-1 VFD without Safeties Wiring



DETAIL NS103 NET STAT WITH TERMINALS FIXED ADDRESS=199



FACILITY EXPLORER BY JOHNSON CONTROLS

Drawing Title: AHU-1 Wiring Details

Project Title: Willmar City Auditorium 2014 Renovations

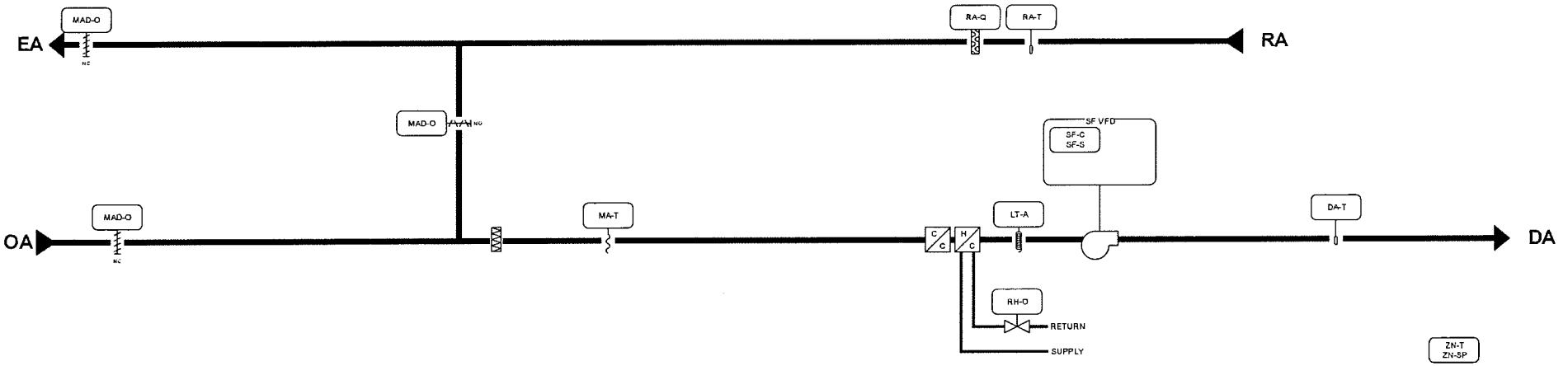
Basement HVAC Plan	M2.0					
REFERENCE DRAWING	NO.	REVISION/LOCATION		ECN	DATE	BY
AS-BUILT		DRAWN BY RAP DATE 4/22/15	APPROVED BY	DATE		

-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

Chappell Central Inc.
2101 Gorton Ave. NW
Willmar, MN 56201
320-235-2151

CCMS NUMBER: 13152CJC

DRAWING NUMBER: 3



FACILITY EXPLORER
BY JOHNSON CONTROLS

Drawing Title
AHU-2 Flow Diagram

Project Title
Willmar City Auditorium 2014 Renovations

Basement HVAC Plan	M2.0

REFERENCE DRAWING | NO. | REVISION/LOCATION | BCH | DATE | BY

AS-BUILT

DRAWN: BY RAP DATE 4/22/2015
APPROVED: BY DATE

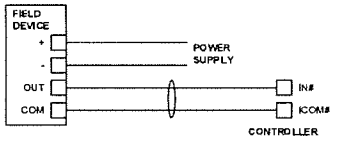
-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

Chappell Central Inc.
2101 Gorton Ave. NW
Willmar, MN 56201
320-235-2151

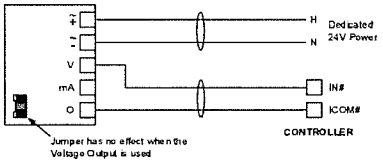
CONTRACT NUMBER: 13152CJC

DRAWING NUMBER: 4

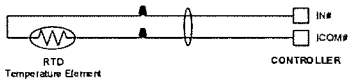
DETAIL F101 VOLTAGE INPUT - EXTERNAL SOURCE



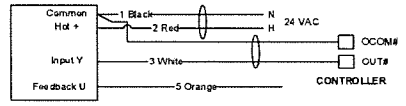
DETAIL F121 VOLTAGE INPUT from CD SERIES CO2 SENSORS (except CD-W00)



DETAIL F131 TEMPERATURE SENSOR INPUT

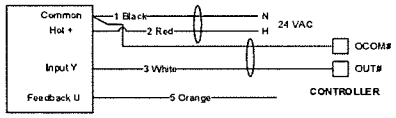


DETAIL F263-1 2-10VDC OUTPUT to BELIMO ARB/LRB Actuators



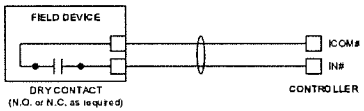
To reverse rotation, Turn rotation knob on actuator.

DETAIL F267-1 2-10VDC OUTPUT to BELIMO AFB ACTUATORS

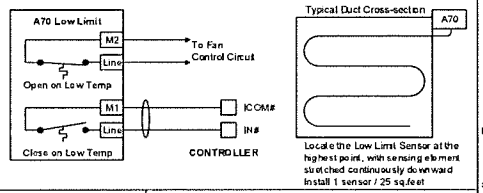


To reverse rotation, flip the actuator to the other side and remount with proper mounting hardware.

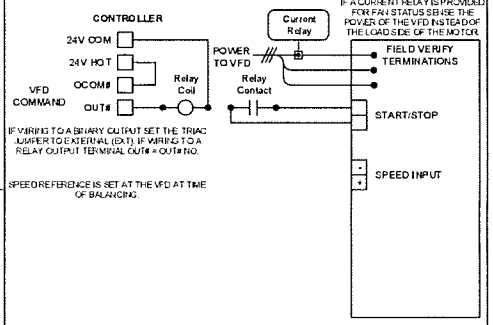
DETAIL F301 BINARY INPUT (DRY CONTACT)



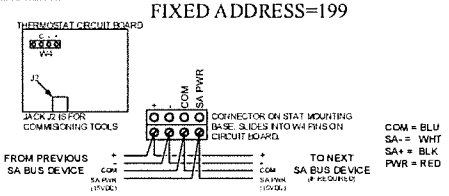
DETAIL F302 N.O. BINARY INPUT - A70



DETAIL F1043-1 VFD without Safeties Wiring



DETAIL NS103 NET STAT WITH TERMINALS FIXED ADDRESS=199



FACILITY EXPLORER
BY JOHNSON CONTROLS

Drawing Title: AHU-2 Wiring Details

Project Title: Willmar City Auditorium 2014 Renovations

Basement HVAC Plan	M2.0					
REFERENCE DRAWING	NO.	REVISION/LOCATION		ECN	DATE	BY
AS-BUILT		DRAWN BY RAP DATE 4/22/15		APPROVED BY	DATE	

-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

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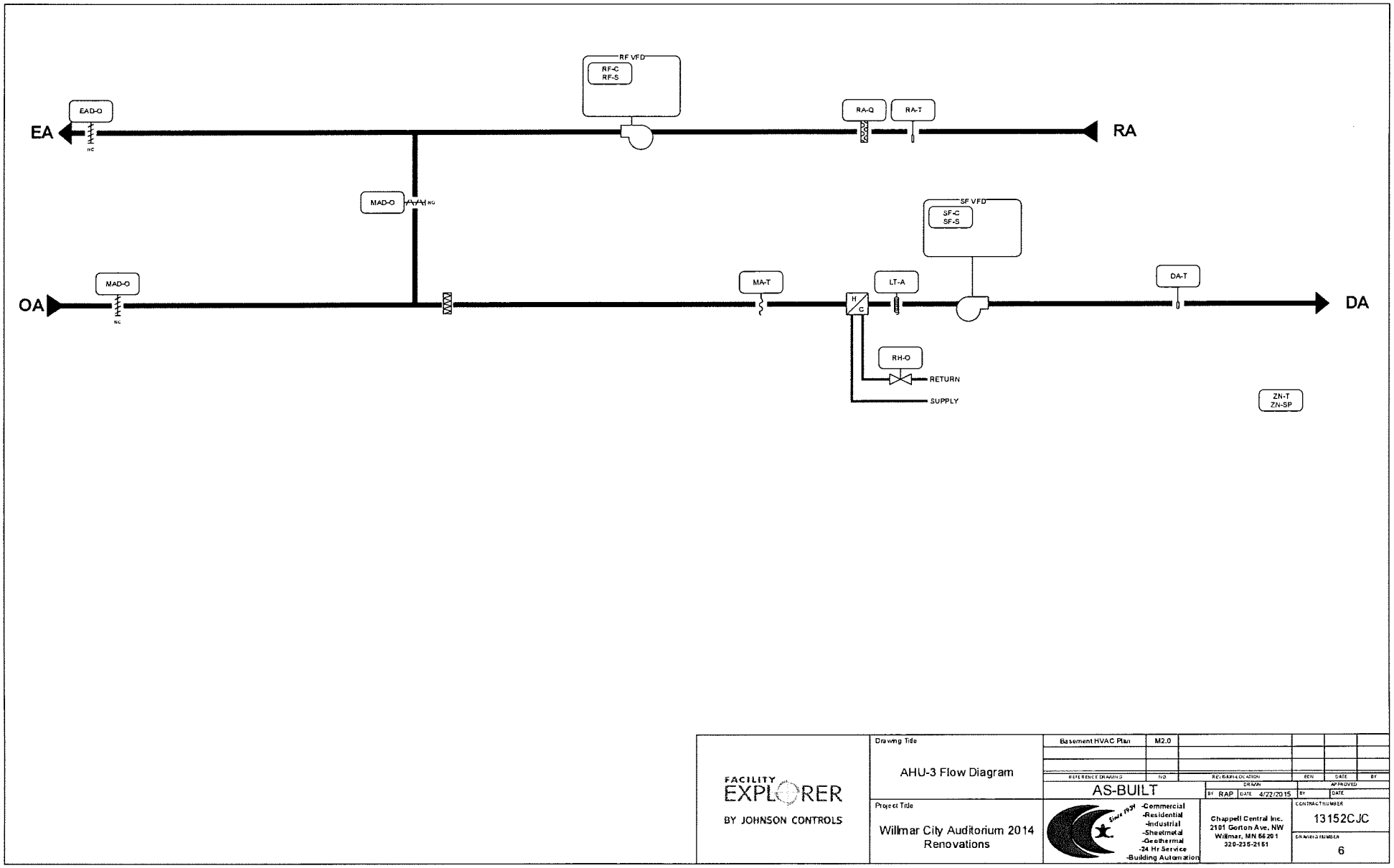
320-235-2161

CCINC NUMBER: 13152CJC

DRAWING NUMBER: 5



FACILITY EXPLORER BY JOHNSON CONTROLS

Drawing Title: AHU-3 Flow Diagram

Basement HVAC Plan | M2.0

AS-BUILT

DRAWN BY RAP DATE 4/22/2015

APPROVED BY DATE

Project Title: Willmar City Auditorium 2014 Renovations

-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

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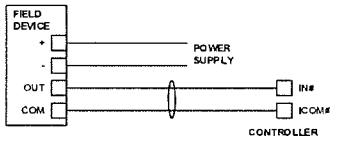
Willmar, MN 56201
320-235-2151

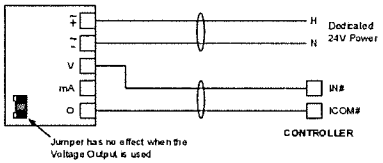
CONTRACT NUMBER: 13152CJC

DRAWING NUMBER: 6

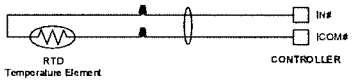
DETAIL F101 VOLTAGE INPUT - EXTERNAL SOURCE



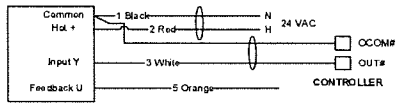
DETAIL F121 VOLTAGE INPUT from CD SERIES CO2 SENSORS (except CD-W00)



DETAIL F131 TEMPERATURE SENSOR INPUT

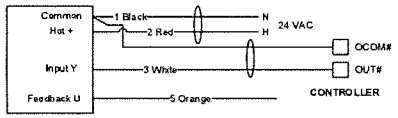


DETAIL F263-1 2-10VDC OUTPUT to BELIMO ARB/LRB Actuators



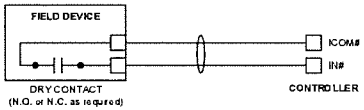
To reverse rotation, Turn rotation knob on actuator.

DETAIL F267-1 2-10VDC OUTPUT to BELIMO AFB ACTUATORS

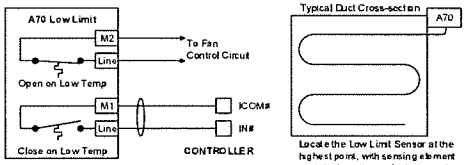


To reverse rotation, flip the actuator to the other side and remount with proper mounting hardware.

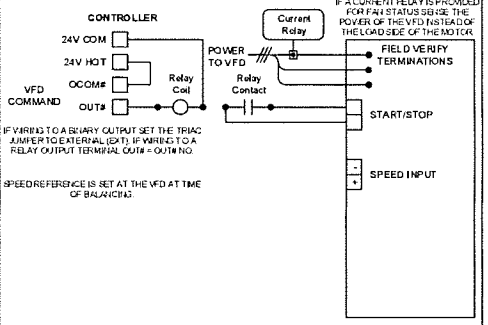
DETAIL F301 BINARY INPUT (DRY CONTACT)



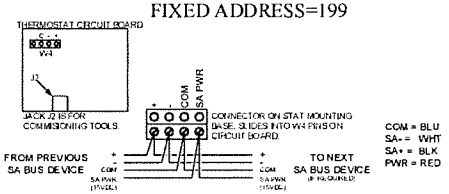
DETAIL F302 N.O. BINARY INPUT - A70



DETAIL F1043-1 VFD without Safeties Wiring

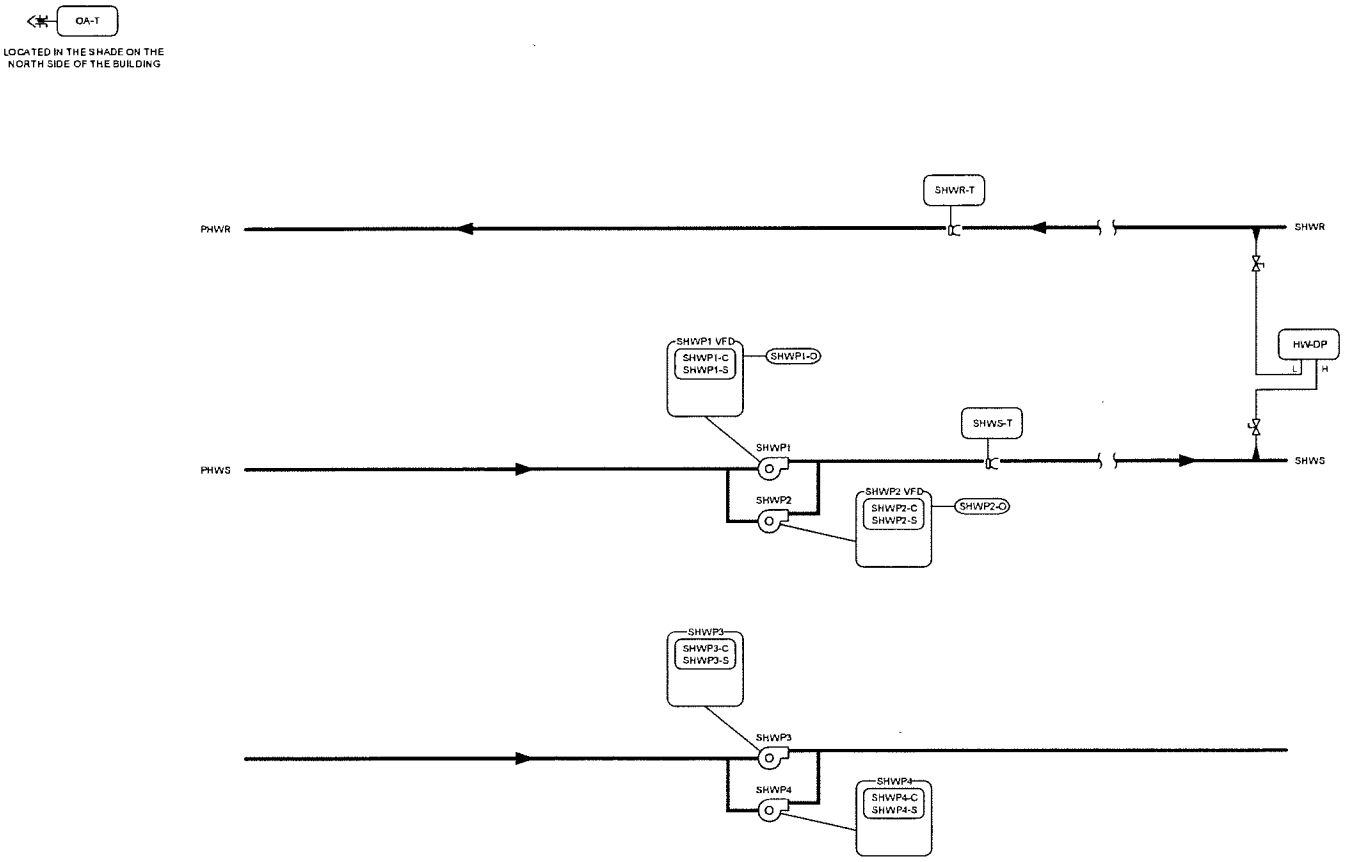


DETAIL NS103 NET STAT WITH TERMINALS FIXED ADDRESS=199



FACILITY EXPLORER
BY JOHNSON CONTROLS

Drawing Title: AHU-3 Wiring Details	Basement HVAC Plan	M2.0					
	REFERENCE DRAWING	NO.	REVISION/LOCATION		ECN	DATE	BY
	AS-BUILT		DRAWN BY RAP DATE 4/22/15		APPROVED BY	DATE	
Project Title: Willmar City Auditorium 2014 Renovations	-Commercial -Residential -Industrial -Sheetmetal -Geothermal -24 Hr Service -Building Automation		Chappell Central Inc. 2101 Gorton Ave. NW Willmar, MN 56201 320-235-2151		JOB NUMBER: 13152CJC		
					DRAWING NUMBER: 7		



FACILITY EXPLORER
BY JOHNSON CONTROLS

Drawing Title
HWS-1 Flow Diagram

Project Title
Willmar City Auditorium 2014 Renovations

Basement HVAC Plan	M2.0

REFERENCE DRAWINGS | NO. | REVISION/LOCATION | ECN | DATE | BY

AS-BUILT

DRAWN: BY RAP DATE 4/22/2015
APPROVED: BY DATE

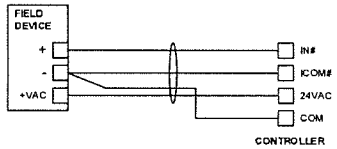
-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

Chappell Central Inc.
2101 Gorton Ave. NW
Willmar, MN 56201
320-235-2161

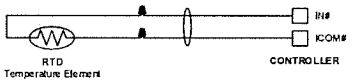
CONTRACT NUMBER
13152CJC

DRAWING NUMBER
8

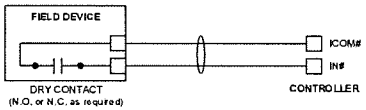
DETAIL F102 VOLTAGE INPUT - EXTERNAL SOURCE



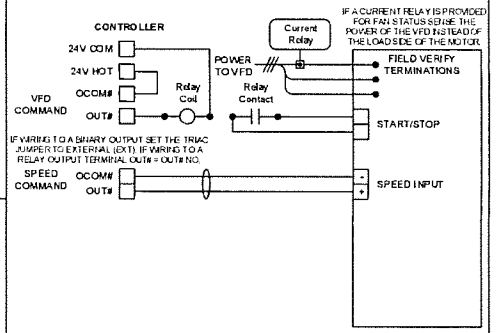
DETAIL F131 TEMPERATURE SENSOR INPUT



DETAIL F301 BINARY INPUT (DRY CONTACT)



DETAIL F1043-1 VFD without Safeties Wiring



FACILITY EXPLORER
BY JOHNSON CONTROLS

Drawing Title
HWS-1 Wiring Details

Project Title
Willmar City Auditorium 2014 Renovations

Basement HVAC Plan	M2.0				
REFERENCE DRAWING	NO.	REVISION/LOCATION	ECN	DATE	BY

AS-BUILT

DRAWN: BY RAP DATE 4/22/2015 | APPROVED: BY DATE

-Commercial
-Residential
-Industrial
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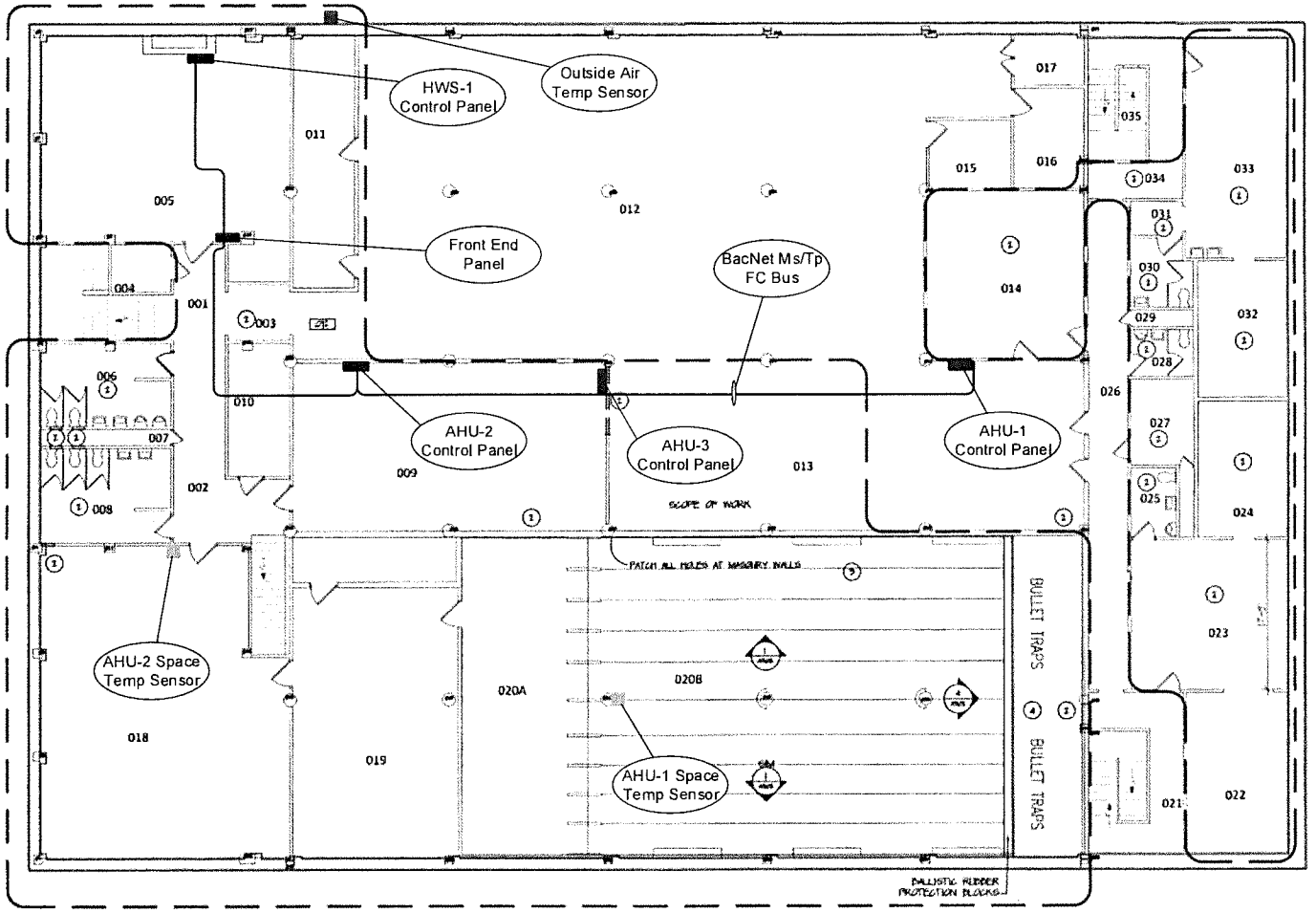
-Building Automation

Chappell Central Inc.
2101 Gorton Ave. NW
Willmar, MN 56201
320-235-2151

CCI JOB NUMBER: 13152CJC

DRAWING NUMBER: 9



FACILITY EXPLORER BY JOHNSON CONTROLS

Drawing Title: Control Layout- Basement

Project Title: Willmar City Auditorium 2014 Renovations

Basement HVAC Plan	M2.0
REFERENCE DRAWING	NO.

REVISION/LOCATION | DRAWN | DATE | APPROVED | BY | DATE

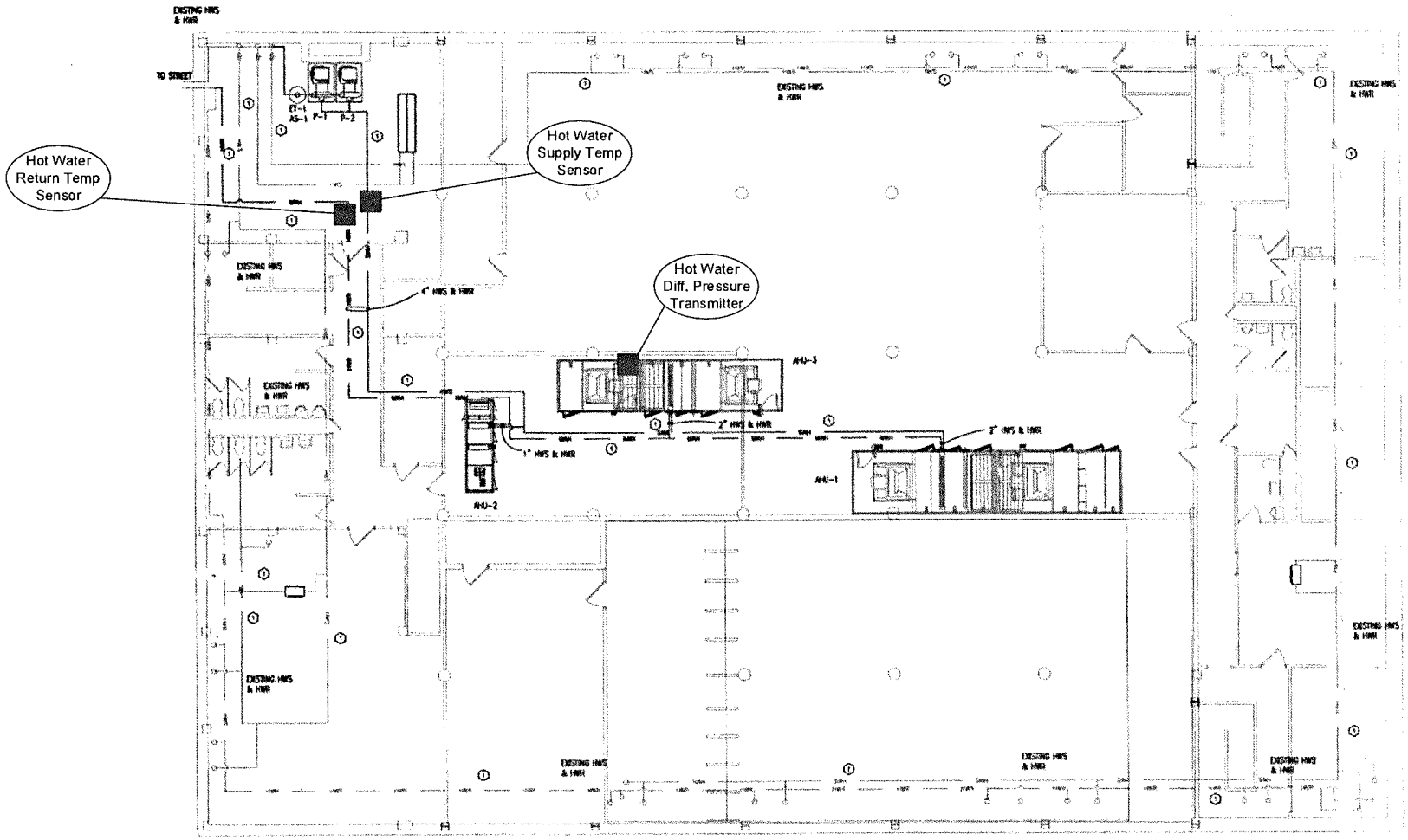
AS-BUILT | Sr RAP | 4/22/2015

-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

Chappell Central Inc.
2101 Gorton Ave, NW
Willmar, MN 56201
320-235-2151

CONTRACT NUMBER: 13152CJC

DRAWING NUMBER: 10



FACILITY EXPLORER
BY JOHNSON CONTROLS

Drawing Title
Hydronic Control Layout-Basement

Project Title
Willmar City Auditorium 2014 Renovations

Basement HVAC Plan	M2.0

REFERENCE DRAWING	NO.	REVISION/LOCATION	BY	DATE	BY
AS-BUILT					

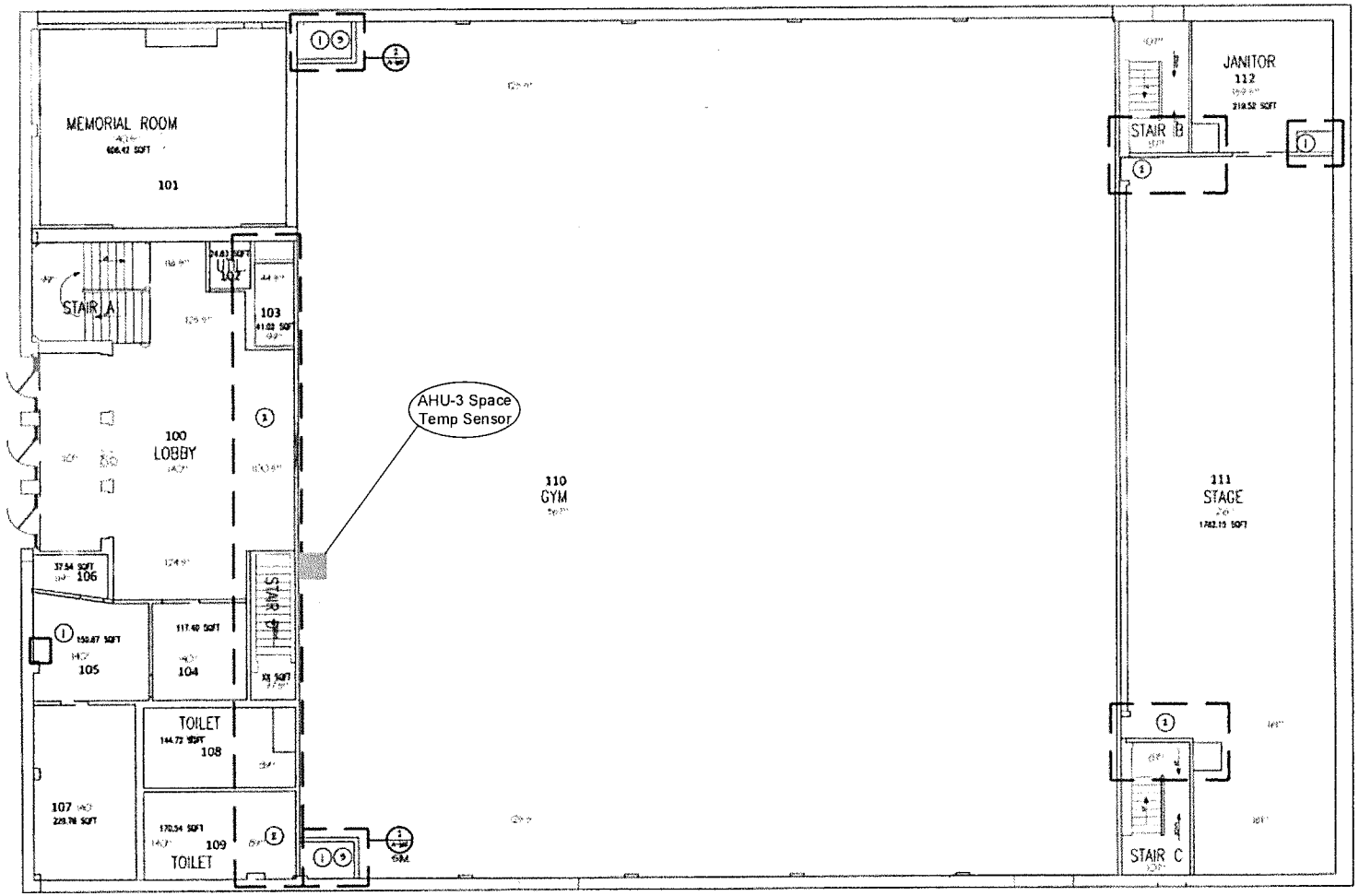
DRAWN: BY RAP DATE 4/22/2015 | APPROVED: BY DATE

-Commercial
-Residential
-Industrial
-Sheetmetal
-Geothermal
-24 Hr Service
-Building Automation

Chappell Central Inc.
2101 Gorton Ave. NW
Willmar, MN 56201
320-235-2151

CONTRACT NUMBER: 13152CJC

DRAWING NUMBER: 11



FACILITY EXPLORER
BY JOHNSON CONTROLS

Drawing Title: Control Layout- Main Floor	Main Flr. Reflected Ceiling Plan	A102					
	REFERENCE DRAWING	NO	REVISION/LOCATION		BY	DATE	BY
	AS-BUILT		DRAWN BY RAP DATE 4/22/2015		APPROVED BY	DATE	
Project Title: Willmar City Auditorium 2014 Renovations	-Commercial -Residential -Industrial -Sheetmetal -Geothermal -24 Hr Service -Building Automation		Chappell Central Inc. 2101 Gorton Ave. NW Willmar, MN 56201 320-235-2151		CONTRACT NUMBER: 13152CJC		
					DRAWING NUMBER: 12		

Midwest
Environmental
Consulting, L.L.C.

Pre-Renovation
Limited Asbestos Survey & Re-Evaluation Lead Dust Hazard Testing

Willmar Auditorium
311 – 6th Street SW
Willmar, Minnesota

Prepared For:

Christopher Simon
City of Willmar
333 – 6th Street
Willmar, Minnesota 56201
Phone: 320-235-4913

Survey Date:
February 14, 2023

Inspected by:

Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW
Mora MN 55051
Phone: 320-679-4054/763-691-0111
Fax: 320-679-4442

MEC Project #: 2007/0223A

Report Date: March 3, 2023

Willmar Auditorium
311- 6th Street SW
Willmar, Minnesota

INTRODUCTION

Midwest Environmental Consulting, L.L.C. (MEC) staff conducted a limited asbestos survey of suspect asbestos containing building materials newly installed in 2015 and a re-evaluation for lead dust hazards as part of the planned renovation, sale or demolition of the Willmar Auditorium complex located at 311 – 6th Street SW, Willmar, Minnesota.

Greg Myers, Environmental Services Director with MEC and a Minnesota Licensed Asbestos Inspector (#AI 2289) and Minnesota Licensed Lead Risk Assessor (LR#284) conducted the limited survey. Reference Appendix A for MEC qualifications.

BUILDING SUMMARY

The Willmar Auditorium complex located at 311 – 6th Street SW, Willmar, Minnesota is a three story structure on a concrete basement and foundation constructed in approximately 1936-1937. The exterior has brick fascia with cast stone details. The west side has low relief sculptures above the main entry.

The interior of the auditorium has concrete walls, ceilings, & floors. There are also plaster walls with wood paneling. The ceilings (and some walls) have a combination of drop-in ceiling tile, glued on ceiling tile, and nailed on ceiling tile. The floors are a combination of terrazzo, wood floors, concrete, carpet, vinyl floor tile.

The building has a forced air heat and air conditioning system with ducted fresh air. The gun range has a separate ventilation system. The mechanical system was completely updated in 2015.

The complex is used for recreational use, firing range, office space and meeting space. The property is on the Historical Registry.

Asbestos

The purpose of the inspection was to identify suspect building materials that may contain asbestos and collect the minimum number of samples for analysis prior to the renovation of the complex. Samples of potentially asbestos containing materials have been analyzed following the preferred Environmental Protection Agency (EPA) analytical procedures. The laboratory providing the analysis for this project is Eurofins/CEI Labs, 2752 Pleasant Road, Suite 100A, Fort Mill, SC (NVLAP

accreditation number 600323-0.) Samples were analyzed by Polarized Light Microscopy (PLM), the EPA approved analytical method for bulk asbestos. **Note**: Asbestos abatement of the complex was done in 2015. This inspection was limited to newly installed materials and paneling mastic not previously tested in the complex. No exterior testing for asbestos was performed. The roof was snow covered.

Suspected asbestos containing materials were evaluated prior to the planned renovation and remodeling of the complex as required by Minnesota Occupational Safety and Health Administration, Initial Site Survey 5207.0035-Demolition, Restoration, Remodeling Survey; Federal OSHA 29 CFR 1926.110 (a)(d): the Environmental Protection Agency (EPA) 40 CFR Part 61, subpart C to E, Asbestos Model Accreditation; and EPA 40 CFR subpart M, 61.145, Standard for Demolition and Renovation. The asbestos inspection did not include roofing materials, exterior materials, windows, or exterior penetration sealants. If the option is to demolish the structure, roofing, sealant, and window/door caulks will need to be sampled.

If other surfaces, not tested, are to be disturbed as part of the planned or future renovations, demolition or sale, additional testing may be required.

The results of the limited survey of suspect asbestos building materials are as follows:

Event Sample #	Sample Location/ Material	Asbestos Concentration Type	Non-Asbestos Content	Approximate Amount
1 2007/0223A-1 2/14/23	2016 Training Rm, 1'x1' grey spotted floor tile/mastic. Homogeneous to A2	None detected in all layers	100% vinyl 100% mastic	1,008 ft^2
2 2007/0223A-2 2/14/23	Observation Rm, 1'x1' grey spotted floor tile/mastic. Homogeneous to A1	None detected in all layers	100% vinyl 100% mastic	540 ft^2
3 2007/0223A-3 2/14/23	2016 Training Rm, base coving/mastic. Homogeneous to A4	None detected in all layers	100% vinyl 100% mastic	Throughout

4 2007/0223A-4 2/14/23	Observation Rm, base coving/mastic. Homogeneous to A3	None detected in all layers	100% vinyl 100% mastic	Throughout
5 2007/0223A-5 2/14/23	Training Rm, 2'x2' ice drop ceiling tile. Homogeneous to A6, A7	None detected	65% cellulose 15% fiberglass 15% Perlite 5% paint	1008 ft^2
6 2007/0223A-6 2/14/23	Training Rm, 2'x2' ice drop ceiling tile. Homogeneous to A5, A7	None detected	65% cellulose 15% fiberglass 15% Perlite 5% paint	----------
7 2007/0223A-7 2/14/23	Observation Rm, 2'x2' ice drop ceiling tile. Homogeneous to A5, A6	None detected	65% cellulose 15% fiberglass 15% Perlite 5% paint	540 ft^2
8 2007/0223A-8 2/14/23	3rd Floor, Rm 308, black panel mastic. Homogeneous to A9	3% Chrysotile	2% cellulose 95% mastic	Throughout Rm 308
9 2007/00223A-9 2/14/23	3rd Floor, Rm 308, black panel mastic. Homogeneous to A8	3% Chrysotile (sample not analyzed)	2% cellulose 95% mastic	----------
10 2007/0223A-10 2/14/23	1st Floor, men's bath, 1'x1' floor tile/mastic. Homogeneous to A11	None detected in all layers	100% vinyl 100% caulk 100% mastic 75% tar 25% mastic 5% cellulose 85% binder 10% silicates	180 ft^2
11 2007/0223A-11 2/14/23	1st Floor, women's bath, 1'x1' floor tile/mastic. Homogeneous to A10	None detected in all layers	100% vinyl 100% mastic 75% tar 25% mastic	162 ft^2

ft^2 = foot squared

SUMMARY

The survey and analysis of the samples collected were found to be asbestos containing in panel mastic. Contractors performing the renovation work should follow appropriate rules and regulations, including, but not limited to OSHA 29 CFR 1926.1101, Minnesota Department of Health (MDH) Rules 4620.3000 to 4620.3724 and Minnesota Pollution Control Agency (MPHA) and Environmental Protection Agency (EPA) rules for visible particulate and waste disposal. The amount of asbestos scheduled to be disturbed is above the notifiable limits of 160 square feet and 260 linear feet.

MEC did not test roofing materials, flashings, or sealants. MEC did not test exterior caulks or sealants. MEC did not test ceramic tile, grout or mastic in locker rooms or bathrooms.

If materials not previously tested are to be disturbed and are not listed in the scope of work, additional testing may be required. MEC only collected samples from building materials likely to be disturbed if renovation to the interior is conducted. Roof was covered with snow and already has some leakage.

LEAD DUST SAMPLING

Previous lead hazard evaluations were conducted and remediated in 2015. The long term plan for the complex if yet to be determined. If the City of Willmar is to maintain possession of the structure, renovations would be included. If the property is to be demolished, the hazards would need to be remediated as part of the demolition. If the property is to be sold, it is part of the due diligence to provide the information to prospective buyers.

Samples were collected and delivered to EMSL Analytical (ELLP 101103), 3410 Winnetka Avenue North, New Hope, Minnesota where they were prepared and analyzed using current appropriate protocols for lead. Laboratory results for environmental samples may be found in Appendix C.

Analytical results are reported below for each sample and compared to standard action levels that have been identified for this project.

SAMPLE # DATE	LOCATION	RESULT	PROJECT ACTION LEVEL
2007/0223A-W1 2/14/23	Firing Range, Side C, floor adj. stop block	9200 µg/ft^2	500 µg/ft^2
2007/0223A-W2 2/14/23	Firing Range, middle, floor, adj. rest bench	12000 µg/ft^2	500 µg/ft^2

2007/0223A-W3 2/14/23	Firing Range, rest bench 5	2400 µg/ft^2	350 µg/ft^2
2007/0223A-W4 2/14/23	Firing Range, Side B, noise buffer wall	1800 µg/ft^2	No standard – contamination identified
2007/0223A-W5 2/14/23	Firing Range, Observation Rm, Side C, floor adj. range door	210 µg/ft^2	10 µg/ft^2
2007/0223A-W6 2/14/23	Firing Range, Observation Rm, top of ceiling tile, adj. cold air return	320 µg/ft^2	No Standard – contamination identified
2007/0223A-W7 2/14/23	Firing Range, top of target retriever Box 7	51000 µg/ft^2	1500 µg/ft^2
2007/0223A-W8 2/14/23	Safe floor, Side D, east of door	3800 µg/ft^2	500 µg/ft^2
2007/0223A-W9 2/14/23	Training Rm, Side C, floor adj. door to Observation Rm	160 µg/ft^2	10 µg/ft^2
2007/0223A-W10 2/14/23	Training Rm, center, above ceiling tile	40 µg/ft^2	No standard – contamination identified
2007/0223A-W11 2/14/23	Basement hall, floor adj. entry door to training rm	36 µg/ft^2	10 µg/ft^2
2007/0223A-W12 2/14/23	Basement, women's bath, Side B, floor adj. right sink	52 µg/ft^2	10 µg/ft^2
2007/0223A-W13 2/14/23	Basement, men's bath, Side B, floor adj. right sink	48 µg/ft^2	10 µg/ft^2
2007/0223A-W14 2/14/23	Arts/Crafts fan rm, Side D, floor adj. column	20 µg/ft^2	10 µg/ft^2
2007/0223A-W15 2/14/23	Arts/Crafts Fan units, center duct, top middle fan area	2500 µg/ft^2	1000 µg/ft^2
2007/0223A-W16 2/14/23	Center stair, half landing, floor, middle	40 µg/ft^2	10 µg/ft^2

2007/0223A-W17 2/14/23	Old indoor playground, Side A, floor adj. entry door	12 µg/ft^2	10 µg/ft^2
2007/0223A-W18 2/14/23	Old indoor playground, electric/storage rm, floor, Side A, left	420 µg/ft^2	10 µg/ft^2
2007/0223A-W19 2/14/23	Old indoor playground, Side D, floor by electric box	140 µg/ft^2	10 µg/ft^2
2007/0223A-W20 2/14/23	Blind Field Blank	<10 µg/ft^2	----------
2007/0223A-W21 2/14/23	Old indoor playground, Side D, area top of duct, adj. cold air return	490 µg/ft^2	40 µg/ft^2
2007/0223A-W22 2/14/23	Weight Rm, Side D, floor adj. entry door	110 µg/ft^2	10 µg/ft^2
2007/0223A-W23 2/14/23	Basement, east hall, Side C, floor adj. custodial closet	23 µg/ft^2	10 µg/ft^2
2007/0223A-W24 2/14/23	Men's locker Rm, Side A, floor adj. hall door	<10 µg/ft^2	10 µg/ft^2
2007/0223A-W25 2/14/23	Women's locker rm, Side C, floor adj. bench	31 µg/ft^2	10 µg/ft^2
2007/0223A-W26 2/14/23	NE stairwell, Side B, floor, 1st floor landing	22 µg/ft^2	10 µg/ft^2
2007/0223A-W27 2/14/23	SE stair/half landing, Side D, floor	86 µg/ft^2	10 µg/ft^2
2007/0223A-W28 2/14/23	Men's locker Rm, Top of locker, center back	790 µg/ft^2	40 µg/ft^2
2007/0223A-W29 2/14/23	Lobby, Side A, floor adj. entry door	17 µg/ft^2	10 µg/ft^2
2007/0223A-W30 2/14/23	Memorial Rm, Side A, floor under left window	<10 µg/ft^2	10 µg/ft^2
2007/0223A-W31 2/14/23	Memorial Rm, Side A, left window stool	<40 µg/ft^2	100 µg/ft^2
2007/0223A-W32 2/14/23	Gym, Side A, floor adj. cold air return	<10 µg/ft^2	10 µg/ft^2

2007/0223A-W33 2/14/23	Gym, Side D, floor adj. SW door	<10 µg/ft^2	10 µg/ft^2
2007/0223A-W34 2/14/23	E. storage Rm, Side A, floor adj. W. storage Rm.	38 µg/ft^2	10 µg/ft^2
2007/0223A-W35 2/14/23	1st floor, women's bath, Side B, floor adj. sink	<10 µg/ft^2	10 µg/ft^2
2007/0223A-W36 2/14/23	1st floor, men's bath, Side C, floor adj. entry door	<10 µg/ft^2	10 µg/ft^2
2007/0223A-W37 2/14/23	Kick Box Rm, Side D, floor adj. entry door	24 µg/ft^2	10 µg/ft^2
2007/0223A-W38 2/14/23	Kick Box Storage Rm N, Side D, floor adj. door	12 µg/ft^2	10 µg/ft^2
2007/0223A-W39 2/14/23	Gym, Side B, center window stool	54 µg/ft^2	100 µg/ft^2
2007/0223A-W40 2/14/23	Blind Field Blank	<10 µg/ft^2	--------
2007/0223A-W41 2/14/23	Kick Box Storage, right window stool	230 µg/ft^2	100 µg/ft^2
2007/0223A-W42 2/14/23	Art/Craft Rm, whole building air handler, after filter	140 µg/ft^2	10 µg/ft^2
2007/0223A-W43 2/14/23	Arts/Craft Rm, observation/training room air handler, after filter	32 µg/ft^2	10 µg/ft^2
2007/0223A-W44 2/14/23	Old indoor playground, air bank handler for gun range, 2nd chamber after HEPA	140 µg/ft^2	10 µg/ft^2
2007/0223 A-W45 2/14/23	Main stair, 1 ½ level, Side A, window stool	69 µg/ft^2	100 µg/ft^2
2007/0234A-W46 2/14/23	Rm 201, Side B, carpet floor under right window	<10 µg/ft^2	10 µg/ft^2
2007/0223A-W47 2/14/23	Rm 201, Side B, right window stool	42 µg/ft^2	100 µg/ft^2
2007/0223A-W48 2/14/23	Rm 204, Side A, floor under right window	450 µg/ft^2	10 µg/ft^2

2007/0223A-W49 2/14/23	Rm 204, Side A, right window stool	<40 µg/ft^2	100 µg/ft^2
2007/0223A-50 2/14/23	Rm 211, Side D, floor under window	94 µg/ft^2	10 µg/ft^2
2007/0223A-51 2/14/23	Rm 211, Side D, window stool	140 µg/ft^2	100 µg/ft^2
2007/0223A-52 2/14/23	Rm 208, Side A, floor under left window	1100 µg/ft^2	10 µg/ft^2
2007/0223A-53 2/14/23	Rm 208, Side A, left window stool	85 µg/ft^2	100 µg/ft^2
2007/0223A-54 2/14/23	Gym, balcony, SW end, floor	26 µg/ft^2	10 µg/ft^2
2007/0223A-55 2/14/23	Gym, balcony, NE end, floor adj. steps	37 µg/ft^2	10 µg/ft^2
2007/0223A-56 2/14/23	Gym, balcony N. window stool	440 µg/ft^2	100 µg/ft^2
2007/0223A-57 2/14/23	2nd floor hall, Side C, floor adj. long storage room	38 µg/ft^2	10 µg/ft^2
2007/0223A-58 2/14/23	2nd floor, Rm 214, Side B, floor under left window	200 µg/ft^2	10 µg/ft^2
2007/0223A-59 2/14/23	2nd floor, Rm 214, left window stool	220 µg/ft^2	100 µg/ft^2
2007/0223A-60 2/14/23	Blind Field Blank	<10 µg/ft^2	--------
2007/0223A-61 2/14/23	Rm 215 bath, Side D, floor under left window	100 µg/ft^2	10 µg/ft^2
2007/0223A-62 2/14/23	Rm 215, Side D, left window stool	250 µg/ft^2	100 µg/ft^2
2007/0223A-63 2/14/23	SE Stairwell, 2nd floor, window stool	<40 µg/ft^2	100 µg/ft^2
2007/0223A-64 2/14/23	3rd floor, Rm 301, Side A, floor under window	980 µg/ft^2	250 µg/ft^2
2007/0223A-65 2/14/23	Rm 301, Side A, window stool	190 µg/ft^2	100 µg/ft^2
2007/0223A-66 2/14/23	Rm 302/303, Side B, floor under window	930 µg/ft^2	250 µg/ft^2
2007/0223A-67 2/14/23	Rm 304, left window stool	84 µg/ft^2	100 µg/ft^2

2007/0223A-68 2/14/23	3rd floor hall, Side A, floor adj. 301 & stair	240 µg/ft^2	10 µg/ft^2
2007/0223A-69 2/14/23	Employee Lounge, Rm 309, Side C, floor	99 µg/ft^2	10 µg/ft^2
2007/0223A-70 2/14/23	Rm 306, Side A, concrete floor	310 µg/ft^2	10 µg/ft^2
2007/0223A-71 2/14/23	Rm 307, Side D, floor under left window	200 µg/ft^2	10 µg/ft^2
2007/0223A-72 2/14/23	Rm 307, left window stool	200 µg/ft^2	100 µg/ft^2
2007/0223A-73 2/14/23	Rm 308, Side A, floor	410 µg/ft^2	10 µg/ft^2
2007/0223A-74 2/14/23	Rm 309, Side A @ B, floor	87 µg/ft^2	10 µg/ft^2
2007/0223A-75 2/14/23	Rm 309, Side A, right window stool	280 µg/ft^2	100 µg/ft^2
2007/0223A-76 2/14/23	2nd floor, N. stairwell, Side B, window stool	18 µg/ft^2	100 µg/ft^2
2007/0223A-77 2/14/23	3rd floor, Rm 310, Side B, floor under left window	110 µg/ft^2	10 µg/ft^2
2007/0223A-78 2/14/23	3rd floor, Rm 310, left window stool	120 µg/ft^2	100 µg/ft^2
2007/0223A-79 2/14/23	NE attic, top of ceiling system	1300 µg/ft^2	250 µg/ft^2
2007/0223A-80 2/14/23	Blind Field Blank	<10 µg/ft^2	------
2007/0223A-81 2/14/23	3rd floor, Rm 312, Side D, floor	760 µg/ft^2	250 µg/ft^2
2007/0223A-82 2/14/23	3rd floor, Rm 312, Side D, left window stool	47 µg/ft^2	100 µg/ft^2
2007/0223A-83 2/14/23	Area under stage, Side A, floor	920 µg/ft^2	250 µg/ft^2
2007/0223A-84 2/14/23	Blind Field Blank	<10 µg/ft^2	---------

µg/ft^2 - micrograms per square foot

Dust was identified as a lead hazard on random surfaces tested on the day and time of this evaluation. All floors and window systems should be cleaned and made smooth and cleanable. If renovations or work activities will disturb other surfaces not tested, further

testing may be required or the surfaces will be assumed to be lead coated surfaces and will require lead safe work practices be followed, which includes requirements for clean-up of the work area and clearance testing. The auditorium had a complete lead inspection prior to the 2015 renovation. That report is still viable. The current lead dust levels in most areas are less than those prior to the 2015 renovation but also show that some of these spaces have not been cleaned routinely. Since 2015, the coal fueled electrical plant is no longer in operation and may also have been a contributor to the lead dust levels.

RECOMMENDATIONS

The elevated lead dust levels present should be able to be cleaned to the current standards if the firing range is to be permanently closed. The electrical plants closure should limit additional sources of contamination.

If the duct system is cleaned as just general cleaning, most of the lead dust should be eliminated. New filters should minimize the distribution of lead dust in the structure. The duct systems are now approximately eight (8) years old and two of the primary sources of lead contamination have been eliminated.

Please provide a copy of the survey information to the contractor(s) scheduled to perform the planned renovation.

If you have any questions, or need further information, please do not hesitate to contact me directly.

Respectfully,

Greg A. Myers
Environmental Services Director

APPENDIX A

INSPECTOR QUALIFICATIONS

MINNESOTA DEPARTMENT OF HEALTH

has authorized

MIDWEST ENVIRONMENTAL CONSULTING, LLC
125 RAILROAD AVE SW
MORA, MINNESOTA 55051

In accordance with Minnesota Statutes, section 144.9505 and Minnesota Rules, part 4761.2200, to practice in the State of Minnesota as a

CERTIFIED LEAD FIRM

LICENSE NO: LF551
EXPIRES: 06/26/2023

THIS CERTIFICATE IS NONTRANSFERABLE

DEPARTMENT
OF HEALTH

Thomas P. Hogan, Director
Environmental Health Division

Director, Env. Health Div.

DEPARTMENT OF HEALTH LEAD Risk Assessor

Licensed by:
State of Minnesota
Department of Health

License No. LR284
Expires 08/15/2023

Greg A Myers
19667 Salmonson River Rd
Mora, MN 55051

Certificate No: 5LM08152206PbRAR

Issue Date: August 15, 2022

This diploma is awarded to

Greg A. Myers

19667 Salmonson River Road, Mora, Minn. 55051

for successfully completing and passing the examination for the

LEAD (Pb) RISK ASSESSOR REFRESHER TRAINING COURSE

This training course is Approved by the State of Minnesota under Minnesota Rules, parts 4761.2000 to 4761.2700 and meets the requirements of 40 CFR 745.225, and Title X of the Toxic Substances Control Act (TSCA) conducted by

Lake States Environmental, Ltd.

in

White Bear Lake, MN on August 15, 2022

Examination Date: August 15, 2022

Lake States Environmental, Ltd.
P. O. Box 645, Rice Lake, WI 54868
www.lakestates.com
(800) 254-9811

Bob Rogalla

Bob Rogalla – Training Course Manager

MINNESOTA
MDH
DEPARTMENT of HEALTH

RA-0040

Lead Risk Assessor Independent Examination

121 East Seventh Place, Suite 220 • St. Paul • Minnesota 55101 • (651) 215-0700

This certifies that

Greg Myers

has successfully passed the required independent examination for:

Lead Risk Assessor

October 25, 1999
St. Paul, Minnesota
This certificate is nontransferable.

Patricia A. Bloomquist

Director, Division of Environmental Health
Jan K. Malcolm, Commissioner

NITON® corporation

Certificate of Achievement

This is to certify that

GREG MYERS

has successfully completed the Manufacturer's Training Course for the NITON XL Spectrum Analyzer

The two-day course covered radiation safety and monitoring, L x-ray measurement technology, and machine maintenance of the XL Lead-in-Paint Detector

94855
Certificate Number

June 15-16, 1995
Course Date

Director of Training

President & CEO – NITON

Midwest Center for Occupational Health & Safety

Program in Continuing Education - Occupational Health

640 Jackson Street
St. Paul, MN 55101
(612) 221-3992
LR-46

This certifies that

Greg Myers

attended this continuing education course offered by Midwest Center for Occupational Health & Safety

Lead Risk Assessment

April 24 - 25, 1997

SUCCESSFULLY PASSED THE EXAMINATION ON APRIL 25, 1997 IN ST PAUL, MN.

- 2.0 Maintenance of certification points from the American Board of Industrial Hygiene.
- Designed to meet the requirements of the Minnesota Board of Nursing for 19.2 (50 minute) contact hours.
- This course offers 1.6 Continuing Education Units (CEUs) from the Midwest Center for Occupational Health and Safety.

HHS ISH Sponsored Educational Resource Center
National Institute of Environmental Health Sciences
HHS EPA Regional Lead Training Center
Great Lakes OSHA Training Consortium

Course Director

Retain this certificate for your records

THIS CERTIFIES THAT

Greg Myers

has completed the EPA Sponsored Lead Training course entitled

Lead Inspector Training

February 2, 1994 to February 4, 1994

given by the

Midwest Center for Occupational Health & Safety

Program in Continuing Education

An EPA Regional Lead Training Center

- Successfully passed the examination on February 4, 1994 in St Paul, MN
- Designed to meet the requirements of the MN Board of Nursing for 25 contact hours
- 3.0 Maintenance of certification points from the American Board of Industrial Hygiene
- Approval has been granted for 12 contact hours for continuing education by the MDH for recertification as an Environmental Health Specialist/Sanitarian
- This course offers 2.4 Continuing Education Units (CEUs) from the Midwest Center for Occupational Health and Safety

LI-199

Course Number/Training Center

DEPARTMENT OF HEALTH

ASBESTOS INSPECTOR

Certified by:
State of Minnesota
Department of Health
Expires: 05/16/2023

Greg A Myers
19667 Salmonson River Rd
Mora, MN 55051

Director, Env. Health Div.

No. AI2289

Issued: 05/27/2022

Certificate No: 5LM05162203IR

Expiration Date: May 16, 2023

This is to certify that

Greg A. Myers

has attended and successfully completed an

ASBESTOS INSPECTOR
REFRESHER TRAINING COURSE

permitted by
the State of Minnesota under Minnesota Rules 4620.3702 to 4620.3722
and meets the requirements of
Section 206 of Title II of the Toxic Substances Control Act (TSCA)
conducted by

Lake States Environmental, Ltd.

in

White Bear Lake on May 16, 2022
Examination Date: May 16, 2022

Lake States Environmental, Ltd.
P. O. Box 645, Rice Lake, WI 54868
www.lakestate.com
(800) 254-9811

Grant J Graeve

Training Instructor

Tufts University

Greg Myers

Has attended and satisfactorily passed an examination covering the contents of the course:

"Asbestos Abatement for Inspectors"

conducted by the

Asbestos Information Center
Center for Environmental Management

8801-03-032
Certificate Number

January 25-27, 1988
Date of Course

January 27, 1989
Expiration Date

SIGILLUM UNIVERSITATIS TUFTENSIS PAX ET LUX

Linda Cole
Training and Education Coordinator

Anthony D. Cortese
Director
Center For Environmental Management

APPENDIX B

LABORATORY RESULTS

CHAIN OF CUSTODY

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ASBESTOS ANALYTICAL REPORT
By: Polarized Light Microscopy

Prepared for

Midwest Environmental Consulting, L.L.C.

CLIENT PROJECT: 311-6th St SW, Willmar, MN, 2007 / 0223A

LAB CODE: B233780

TEST METHOD: EPA 600 / R93 / 116 and EPA 600 / M4-82 / 020

REPORT DATE: 02/21/23

TOTAL SAMPLES ANALYZED: 10

SAMPLES >1% ASBESTOS: 1

2752 Pleasant Rd Suite 100A • Fort Mill, SC 29708 • 803.526.5146

eurofins | CEI

Asbestos Report Summary

By: POLARIZING LIGHT MICROSCOPY

PROJECT: 311-6th St SW, Willmar, MN, 2007 / 0223A

LAB CODE: B233780

METHOD: EPA 600 / R93 / 116 and EPA 600 / M4-82 / 020

Client ID	Layer	Lab ID	Color	Sample Description	ASBESTOS %
2007/0223A-1		B233780.01A	Gray,Spotted	1'x1' Floor Tile	None Detected
		B233780.01B	Tan	Mastic	None Detected
2007/0223A-2		B233780.02A	Gray,Spotted	1'x1' Floor Tile	None Detected
		B233780.02B	Tan	Mastic	None Detected
2007/0223A-3		B233780.03A	Gray	Base Cove	None Detected
		B233780.03B	Tan	Mastic	None Detected
2007/0223A-4		B233780.04A	Gray	Base Cove	None Detected
		B233780.04B	Tan	Mastic	None Detected
2007/0223A-5		B233780.05	White,Beige	2'x2' Ceiling Tile	None Detected
2007/0223A-6		B233780.06	White,Beige	2'x2' Ceiling Tile	None Detected
2007/0223A-7		B233780.07	White,Beige	2'x2' Ceiling Tile	None Detected
2007/0223A-8		B233780.08	Black	Panel Mastic	Chrysotile 3%
2007/0223A-9		B233780.09		Sample Not Analyzed per COC	
2007/0223A-10	Layer 1	B233780.10A	Gray	1'x1' Floor Tile	None Detected
	Layer 2	B233780.10A	White	Caulking	None Detected
	Layer 1	B233780.10B	Yellow,Clear	Mastic	None Detected
	Layer 2	B233780.10B	Black	Mastic	None Detected
	Layer 3	B233780.10B	Gray	Leveling Compound	None Detected
2007/0223A-11		B233780.11A	Gray	1'x1' Floor Tile	None Detected
	Layer 1	B233780.11B	Yellow,Clear	Mastic	None Detected
	Layer 2	B233780.11B	Black	Mastic	None Detected

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ASBESTOS BULK ANALYSIS

By: POLARIZING LIGHT MICROSCOPY

Client: Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW
Mora, MN 55051

Lab Code: B233780
Date Received: 02-16-23
Date Analyzed: 02-21-23
Date Reported: 02-21-23

Project: 311-6th St SW, Willmar, MN, 2007 / 0223A

ASBESTOS BULK PLM, EPA 600 METHOD

Client ID / Lab ID	Lab Description	Lab Attributes	NON-ASBESTOS COMPONENTS Fibrous	Non-Fibrous		ASBESTOS %
2007/0223A -1 B233780.01A	1'x1' Floor Tile	Homogeneous Gray,Spotted Non-fibrous Tightly Bound		100%	Vinyl	None Detected
B233780.01B	Mastic	Homogeneous Tan Non-fibrous Bound		100%	Mastic	None Detected
2007/0223A -2 B233780.02A	1'x1' Floor Tile	Homogeneous Gray,Spotted Non-fibrous Tightly Bound		100%	Vinyl	None Detected
B233780.02B	Mastic	Homogeneous Tan Non-fibrous Bound		100%	Mastic	None Detected
2007/0223A -3 B233780.03A	Base Cove	Homogeneous Gray Non-fibrous Tightly Bound		100%	Vinyl	None Detected
B233780.03B	Mastic	Homogeneous Tan Non-fibrous Bound		100%	Mastic	None Detected
2007/0223A -4 B233780.04A	Base Cove	Homogeneous Gray Non-fibrous Tightly Bound		100%	Vinyl	None Detected

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ASBESTOS BULK ANALYSIS

By: POLARIZING LIGHT MICROSCOPY

Client: Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW
Mora, MN 55051

Lab Code: B233780
Date Received: 02-16-23
Date Analyzed: 02-21-23
Date Reported: 02-21-23

Project: 311-6th St SW, Willmar, MN, 2007 / 0223A

ASBESTOS BULK PLM, EPA 600 METHOD

Client ID Lab ID	Lab Description	Lab Attributes	NON-ASBESTOS COMPONENTS Fibrous		Non-Fibrous		ASBESTOS %
Layer 1 B233780.10B	Mastic	Homogeneous Yellow,Clear Non-fibrous Bound			100%	Mastic	None Detected
Layer 2 B233780.10B	Mastic	Homogeneous Black Non-fibrous Bound			75% 25%	Tar Mastic	None Detected
Layer 3 B233780.10B	Leveling Compound	Homogeneous Gray Fibrous Bound	5%	Cellulose	85% 10%	Binder Silicates	None Detected
2007/0223A -11 B233780.11A	1'x1' Floor Tile	Homogeneous Gray Non-fibrous Tightly Bound			100%	Vinyl	None Detected
Layer 1 B233780.11B	Mastic	Homogeneous Yellow,Clear Non-fibrous Bound			100%	Mastic	None Detected
Layer 2 B233780.11B	Mastic	Homogeneous Black Non-fibrous Bound			75% 25%	Tar Mastic	None Detected

eurofins | CEI

ASBESTOS BULK ANALYSIS

By: POLARIZING LIGHT MICROSCOPY

Client: Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW
Mora, MN 55051

Lab Code: B233780
Date Received: 02-16-23
Date Analyzed: 02-21-23
Date Reported: 02-21-23

Project: 311-6th St SW, Willmar, MN, 2007 / 0223A

ASBESTOS BULK PLM, EPA 600 METHOD

Client ID Lab ID	Lab Description	Lab Attributes	NON-ASBESTOS COMPONENTS Fibrous		Non-Fibrous		ASBESTOS %
B233780.04B	Mastic	Homogeneous Tan Non-fibrous Bound			100%	Mastic	None Detected
2007/0223A -5 B233780.05	2'x2' Ceiling Tile	Heterogeneous White,Beige Fibrous Loosely Bound	65% 15%	Cellulose Fiberglass	15% 5%	Perlite Paint	None Detected
2007/0223A -6 B233780.06	2'x2' Ceiling Tile	Heterogeneous White,Beige Fibrous Loosely Bound	65% 15%	Cellulose Fiberglass	15% 5%	Perlite Paint	None Detected
2007/0223A -7 B233780.07	2'x2' Ceiling Tile	Heterogeneous White,Beige Fibrous Loosely Bound	65% 15%	Cellulose Fiberglass	15% 5%	Perlite Paint	None Detected
2007/0223A -8 B233780.08	Panel Mastic	Homogeneous Black Non-fibrous Bound	2%	Cellulose	95%	Mastic	3% Chrysotile
2007/0223A -9 B233780.09	Sample Not Analyzed per COC						
2007/0223A -10 Layer 1 B233780.10A	1'x1' Floor Tile	Homogeneous Gray Non-fibrous Tightly Bound			100%	Vinyl	None Detected
Layer 2 B233780.10A	Caulking	Homogeneous White Non-fibrous Bound			100%	Caulk	None Detected

B2333780 Page 1 of 1

(11)

Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW • Mora, MN 55051
763-691-0111 / 320-679-4054
Fax: 763-691-0145 / 320-679-4442

Client Address:
Contact: Greg Myers

CHAIN OF CUSTODY

Project Number: 2007/0223A
Client: City of Willmar
Project: 311-6th St SW Willmar, MN
Phone/Fax:

Sample ID	Sample Description	Collection Date/Time	Matrix (Vol./Area)	Analysis Requested
2007/0223A-1	2016 1'x1' Grey speckled Training Rm Floor tile + Mastic Tan	02/14/23 8:00A	1,000 ft²	PLM Asbestos
2	Observation Rm 2016 1'x1' FT + mastic grey speckled		540 ft²	
3	Training Rm 2016 Base cove + mastic grey			
4	Observation Rm 2016 Base cove grey mastic			
5	Training Rm 2'x2' ceiling tile Ice and A		1,000 ft²	
6	" " " " "		—	
7	observation room 2'x2' ceiling tile Ice and A		540 ft²	
8	3rd Floor - Rm 308 Pencil mastic Black		Throughout Rm 308	
9	" " " " " " "		—	
10	1st Floor Men's Bath 1'x1' FT Grey speckled multi Black		10 ft²/1	
11	1st Floor Women's Bath 1'x1' FT Grey mastic Black	4:00P		
			EUROFINS CEI, INC SAMPLES ACCEPTED BMB	

Sampled by: Greg Myers Date: 02/14/23 Time: 8:00A - 4:00P
Received by: Date: Time:
Received by Lab: BMB Date: 2/16/23 Time: 10:50

Delivered by: Fed Ex Date: 02/15/23 Time:
Delivered by: Date: Time:
Disposition of Samples:

Notes: Note 1'x1' Grey tile Analyze until positive Homogeneous (A1, A2) (A10, A11)
homogeneous A1, A2, A10, A11 Please analyze @ 3 day turnaround (A3, A4)
mastic different CT and FT install 2015 (A5, A6, A7) (A8, A9)
8167 7765 7018

24 x 13 2x29

eurofins | CEI

LEGEND:
Non-Anth = Non-Asbestiform Anthophyllite
Non-Trem = Non-Asbestiform Tremolite
Calc Carb = Calcium Carbonate

METHOD: EPA 600 / R93 / 116 and EPA 600 / M4-82 / 020

REPORTING LIMIT: <1% by visual estimation

REPORTING LIMIT FOR POINT COUNTS: 0.25% by 400 Points or 0.1% by 1,000 Points

REGULATORY LIMIT: >1% by weight

Due to the limitations of the EPA 600 method, nonfriable organically bound materials (NOBs) such as vinyl floor tiles can be difficult to analyze via polarized light microscopy (PLM). EPA recommends that all NOBs analyzed by PLM, and found not to contain asbestos, be further analyzed by Transmission Electron Microscopy (TEM). Please note that PLM analysis of dust and soil samples for asbestos is not covered under NVLAP accreditation. *Estimated measurement of uncertainty is available on request.*

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Information provided by customer includes customer sample ID and sample description.

ANALYST: Miguel Angel Maysonet

APPROVED BY: Tianbao Bai, Ph.D., CIH
Laboratory Director

NVLAP TESTING
NVLAP LAB CODE: 600323-0

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http://www.EMSL.com minneapolislab@emsl.com

EMSL Order:	352301272
CustomerID:	MIDW56
CustomerPO:	
ProjectID:	

Attn: **Greg Myers**
Midwest Environmental Consulting, L.L.C.
125 Railroad Ave SW
Mora, MN 55051

Phone:	(763) 691-0111
Fax:	(763) 691-0145
Received:	2/15/2023 12:07 PM
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Project: **2007/0223A - 311 - 6th St. SW, Willmar, MN**

Test Report: Lead in Dust by Flame AAS (SW 846 3050B/7000B)*

Client SampleDescription	*Collected*	*Analyzed*	*Area Sampled*	*RDL*	*Lead Concentration*
2007/0223A-W1	2/14/2023	2/16/2023	1 ft²	500 µg/ft²	9200 µg/ft²
352301272-0001	Site: Firing Range Floor Side C Adj Stop Block				
2007/0223A-W2	2/14/2023	2/16/2023	1 ft²	500 µg/ft²	12000 µg/ft²
352301272-0002	Site: Firing Range Floor Middle adj bench Rest				
2007/0223A-W3	2/14/2023	2/16/2023	102 in²	350 µg/ft²	2400 µg/ft²
352301272-0003	Site: Firing Range Bench Rest 5				
2007/0223A-W4	2/14/2023	2/16/2023	143.5 in²	250 µg/ft²	1800 µg/ft²
352301272-0004	Site: Firing Range Side B Noise buffer wall				
2007/0223A-W5	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	210 µg/ft²
352301272-0005	Site: Firing Range Observation Rm Side C adj door range				
2007/0223A-W6	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	320 µg/ft²
352301272-0006	Site: Firing Range Observation Room Top of Ceiling tile adj cold Air return				
2007/0223A-W7	2/14/2023	2/16/2023	96 in²	1500 µg/ft²	51000 µg/ft²
352301272-0007	Site: Firing Range Top of Target retriever Box #7				
2007/0223A-W8	2/14/2023	2/16/2023	1 ft²	500 µg/ft²	3800 µg/ft²
352301272-0008	Site: Safe Floor Side F, East of Door				
2007/0223A-W9	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	160 µg/ft²
352301272-0009	Site: Training Rm Side C Floor adj door to Observation Rm				
2007/0223A-W10	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	40 µg/ft²
352301272-0010	Site: Training Rm above ceiling tile center Room area				
2007/0223A-W11	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	36 µg/ft²
352301272-0011	Site: Basement Hall Floor adj entry door to Training Rm				

Rachel Travis, Laboratory Manager
or other approved signatory

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Samples analyzed by EMSL Analytical, Inc. New Hope, MN AIHA LAP, LLC-EMLAP Accredited #101103

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2007/0223A-W12	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	52 µg/ft²
352301272-0012	Site: Basement Women's Bath Floor Side B adj Right Sink				
2007/0223A-W13	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	48 µg/ft²
352301272-0013	Site: Basement Men's Bath Floor Side B adj Right Sink				
2007/0223A-W14	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	29 µg/ft²
352301272-0014	Site: Art's + Craft's HEPA Fan Rm Floor Side D adj column				
2007/0223A-W15	2/14/2023	2/16/2023	36 in²	1000 µg/ft²	2500 µg/ft²
352301272-0015	Site: Art's + Craft's HEPA Fan Units Center Duct/Fan Middle area Top				
2007/0223A-W16	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	40 µg/ft²
352301272-0016	Site: Center Stair Half landing floor middle				
2007/0223A-W17	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	12 µg/ft²
352301272-0017	Site: Old indoor playground Side A adj entry door				
2007/0223A-W18	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	420 µg/ft²
352301272-0018	Site: Old indoor playground Electric Rm/Storage Side A left				
2007/0223A-W19	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	140 µg/ft²
352301272-0019	Site: Old playground indoor Rm Side D by electrical Box				
2007/0223A-W20	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0020	Site: Floor Side D adj door				
2007/0223A-W21	2/14/2023	2/16/2023	36 in²	40 µg/ft²	490 µg/ft²
352301272-0021	Site: Old indoor playground Rm Side D area Top of duct adj cold air return				
2007/0223A-W22	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	110 µg/ft²
352301272-0022	Site: Weight Rm Side D Floor adj entry door				

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Test Report: Lead in Dust by Flame AAS (SW 846 3050B/7000B)*

Client SampleDescription	*Collected*	*Analyzed*	*Area Sampled*	*RDL*	*Lead Concentration*
2007/0223A-W23	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	23 µg/ft²
352301272-0023	Site: Basement East Hall Side C Floor adj custodial closet				
2007/0223A-W24	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0024	Site: Men's Locker Rm Side A Floor Hall door				
2007/0223A-W25	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	31 µg/ft²
352301272-0025	Site: Women's Locker RM Side C Floor adj Bench				
2007/0223A-W26	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	22 µg/ft²
352301272-0026	Site: NE Stairwell First Floor landing Side B Floor				
2007/0223A-W27	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	86 µg/ft²
352301272-0027	Site: SE Stair half/landing Side D Floor				
2007/0223A-W28	2/14/2023	2/16/2023	36 in²	40 µg/ft²	790 µg/ft²
352301272-0028	Site: Men's locker Rm Top of Locker center bank				
2007/0223A-W29	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	17 µg/ft²
352301272-0029	Site: Lobby Side A Floor adj entry door				
2007/0223A-W30	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0030	Site: Memorial Rm Side A Floor under window left				
2007/0223A-W31	2/14/2023	2/16/2023	36 in²	40 µg/ft²	<40 µg/ft²
352301272-0031	Site: Memorial Rm Side A stool left				
2007/0223A-W32	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0032	Site: Gym Side A adj cold air return				
2007/0223A-W33	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0033	Site: Gym Side D Floor adj exit SW door				

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Client SampleDescription	*Collected*	*Analyzed*	*Area Sampled*	*RDL*	*Lead Concentration*
2007/0223A-W34	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	38 µg/ft²
352301272-0034	Site: East storeroom Floor Side A adj door to west store rm				
2007/0223A-W35	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0035	Site: 1st floor Womens Bath Side B Floor adj sink				
2007/0223A-W36	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0036	Site: 1st Floor Mens Bath Side C Floor adj entry door				
2007/0223A-W37	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	24 µg/ft²
352301272-0037	Site: Kick Box Rm Side D Floor adj entry door				
2007/0223A-W38	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	12 µg/ft²
352301272-0038	Site: Kick Box Storage Rm N Side D adj door				
2007/0223A-W39	2/14/2023	2/16/2023	36 in²	40 µg/ft²	54 µg/ft²
352301272-0039	Site: Gym Side B center window stool				
2007/0223A-W40	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0040	Site: 1st Floor of file Side C Floor adj door				
2007/0223A-W41	2/14/2023	2/17/2023	36 in²	40 µg/ft²	230 µg/ft²
352301272-0041	Site: Kick Boxing Storage Rm window stool right				
2007/0223A-W42	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	140 µg/ft²
352301272-0042	Site: Arts/Craft Rm Air Hander Whole Building After Filter				
2007/0223A-W43	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	32 µg/ft²
352301272-0043	Site: Arts & Craft Rm Air Handler observation + Train Rm after filter				
2007/0223A-W44	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	140 µg/ft²
352301272-0044	Site: Old indoor playground Air Bank handler for gun range 2nd after Hepas				

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Client SampleDescription	*Collected*	*Analyzed*	*Area Sampled*	*RDL*	*Lead Concentration*
2007/0223A-W45	2/14/2023	2/17/2023	36 in²	40 µg/ft²	69 µg/ft²
352301272-0045	Site: Main stair 1 1/2 level Side A stool				
2007/0223A-W46	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0046	Site: Rm 201 Carpet Side B Floor Side B Right under window				
2007/0223A-W47	2/14/2023	2/17/2023	36 in²	40 µg/ft²	42 µg/ft²
352301272-0047	Site: Rm 201 Side B window stool right				
2007/0223A-W48	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	450 µg/ft²
352301272-0048	Site: Rm 204 Side A Floor under window Right				
2007/0223A-W49	2/14/2023	2/17/2023	36 in²	40 µg/ft²	<40 µg/ft²
352301272-0049	Site: Rm 204 Side A Stool right				
2007/0223A-W50	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	94 µg/ft²
352301272-0050	Site: Rm 211 Side D Floor under Window				
2007/0223A-W51	2/14/2023	2/17/2023	36 in²	40 µg/ft²	140 µg/ft²
352301272-0051	Site: Rm 211 Side D Stool				
2007/0223A-W52	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	1100 µg/ft²
352301272-0052	Site: Rm 208 Side A Floor under Window left				
2007/0223A-W53	2/14/2023	2/17/2023	36 in²	40 µg/ft²	85 µg/ft²
352301272-0053	Site: Rm 208 Side A Stool left				
2007/0223A-W54	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	26 µg/ft²
352301272-0054	Site: Gym Balcony Southwest end				
2007/0223A-W55	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	37 µg/ft²
352301272-0055	Site: Gym Balcony Northeast adj steps				

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2007/0223A-W56	2/14/2023	2/17/2023	36 in²	40 µg/ft²	440 µg/ft²
352301272-0056	Site: Gym Balcony North window stool right				
2007/0223A-W57	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	38 µg/ft²
352301272-0057	Site: 2nd Floor Hall Floor Side C adj long storage Rm				
2007/0223A-W58	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	200 µg/ft²
352301272-0058	Site: 2nd Floor Rm 214 Side B Floor under window left				
2007/0223A-W59	2/14/2023	2/17/2023	36 in²	40 µg/ft²	220 µg/ft²
352301272-0059	Site: 2nd Floo Rm 214 Window stool left				
2007/0223A-W60	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0060	Site: Rm 217 Side C Floor under window				
2007/0223A-W61	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	100 µg/ft²
352301272-0061	Site: Rm 215 Bath Side D Floor under window left				
2007/0223A-W62	2/14/2023	2/17/2023	36 in²	40 µg/ft²	250 µg/ft²
352301272-0062	Site: Rm 215 Side D stool left				
2007/0223A-W63	2/14/2023	2/17/2023	36 in²	40 µg/ft²	<40 µg/ft²
352301272-0063	Site: Stairwell SE 2nd Floor window stool				
2007/0223A-W64	2/14/2023	2/17/2023	1 ft²	250 µg/ft²	980 µg/ft²
352301272-0064	Site: 3rd Floor Rm 301 Side A Floor under window				
2007/0223A-W65	2/14/2023	2/17/2023	36 in²	40 µg/ft²	190 µg/ft²
352301272-0065	Site: Rm 301 Side A window stool				
2007/0223A-W66	2/14/2023	2/17/2023	1 ft²	250 µg/ft²	930 µg/ft²
352301272-0066	Site: Rm 302/303 Floor Side B under window left				

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3410 Winnetka Avenue North, New Hope, MN 55427
Phone/Fax: (763) 449-4922 / (763) 449-4924
http://www.EMSL.com minneapolislab@emsl.com

EMSL Order:	352301272
CustomerID:	MIDW56
CustomerPO:	
ProjectID:	

Attn: **Greg Myers**
Midwest Environmental Consulting, L.L.C.
125 Railroad Ave SW
Mora, MN 55051

Phone:	(763) 691-0111
Fax:	(763) 691-0145
Received:	2/15/2023 12:07 PM
Collected:	2/14/2023

Project: **2007/0223A - 311 - 6th St. SW, Willmar, MN**

Test Report: Lead in Dust by Flame AAS (SW 846 3050B/7000B)*

Client SampleDescription	*Collected*	*Analyzed*	*Area Sampled*	*RDL*	*Lead Concentration*
2007/0223A-W67	2/14/2023	2/17/2023	36 in²	40 µg/ft²	84 µg/ft²
352301272-0067	Site: Rm 304 303 Window stool left				
2007/0223A-W68	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	240 µg/ft²
352301272-0068	Site: 2rd Floor Hall adj 301 and stair Floor Side A				
2007/0223A-W69	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	99 µg/ft²
352301272-0069	Site: Employee lounge Rm 309 center Floor Side C				
2007/0223A-W70	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	310 µg/ft²
352301272-0070	Site: Rm 306 Side A Floor center concrete				
2007/0223A-W71	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	200 µg/ft²
352301272-0071	Site: Rm 307 Side D Floor under window left				
2007/0223A-W72	2/14/2023	2/17/2023	36 in²	40 µg/ft²	200 µg/ft²
352301272-0072	Site: Room 307 window stool left				
2007/0223A-W73	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	410 µg/ft²
352301272-0073	Site: Rm 308 Side A Floor				
2007/0223A-W74	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	87 µg/ft²
352301272-0074	Site: Rm 309 Side A+B Floor				
2007/0223A-W75	2/14/2023	2/17/2023	36 in²	40 µg/ft²	280 µg/ft²
352301272-0075	Site: Rm 309 Side A stool right				
2007/0223A-W76	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	18 µg/ft²
352301272-0076	Site: North Stairwell 2nd Floor Side B stool				
2007/0223A-W77	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	110 µg/ft²
352301272-0077	Site: 3rd Floor Rm 310 Side B Floor under window left				

Rachel Travis, Laboratory Manager
or other approved signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted.
* Analysis following Lead in Dust by EMSL SOP/Determination of Environmental Lead by FLAA. Reporting limit is 10 ug/wipe. Ug/wipe = ug/ft2 x area sampled in ft2. Unless noted, results in this report are not blank corrected. The lab is not responsible for data reported in ug/ft2 which is dependent upon the area provided by non-lab pesonnel. "<" (less than) result signifies that the analyte was not detected at or above the reporting limit. Measurement of uncertainty is available upon request. Definitions of modifications are available upon request.
Samples analyzed by EMSL Analytical, Inc. New Hope, MN AIHA LAP, LLC-EMLAP Accredited #101103

Initial report from 02/17/2023 16:39:41

EMSL Analytical, Inc.
3410 Winnetka Avenue North, New Hope, MN 55427
Phone/Fax: (763) 449-4922 / (763) 449-4924
http://www.EMSL.com minneapolislab@emsl.com

EMSL Order:	352301272
CustomerID:	MIDW56
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ProjectID:	

Attn: **Greg Myers**
Midwest Environmental Consulting, L.L.C.
125 Railroad Ave SW
Mora, MN 55051

Phone:	(763) 691-0111
Fax:	(763) 691-0145
Received:	2/15/2023 12:07 PM
Collected:	2/14/2023

Project: **2007/0223A - 311 - 6th St. SW, Willmar, MN**

Test Report: Lead in Dust by Flame AAS (SW 846 3050B/7000B)*

Client SampleDescription	*Collected*	*Analyzed*	*Area Sampled*	*RDL*	*Lead Concentration*
2007/0223A-W78	2/14/2023	2/17/2023	36 in²	40 µg/ft²	120 µg/ft²
352301272-0078	Site: 3rd Floor Rm 310 window stool left				
2007/0223A-W79	2/14/2023	2/17/2023	1 ft²	250 µg/ft²	1300 µg/ft²
352301272-0079	Site: Attic NE Top Side of cell system				
2007/0223A-W80	2/14/2023	2/17/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0080	Site: 3rd Floor Rec Rm Side B Floor adj storage				
2007/0223A-W81	2/14/2023	2/16/2023	1 ft²	250 µg/ft²	760 µg/ft²
352301272-0081	Site: 3rd Floor Rm 312 Side D Floor				
2007/0223A-W82	2/14/2023	2/16/2023	36 in²	40 µg/ft²	47 µg/ft²
352301272-0082	Site: 3rd Floor Rm 312 Side D Stool left				
2007/0223A-W83	2/14/2023	2/16/2023	1 ft²	250 µg/ft²	920 µg/ft²
352301272-0083	Site: Area under stage Side A Floor				
2007/0223A-W84	2/14/2023	2/16/2023	1 ft²	10 µg/ft²	<10 µg/ft²
352301272-0084	Site: Rm 401 Side A Floor adj closet				

Rachel Travis, Laboratory Manager
or other approved signatory

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* Analysis following Lead in Dust by EMSL SOP/Determination of Environmental Lead by FLAA. Reporting limit is 10 ug/wipe. Ug/wipe = ug/ft2 x area sampled in ft2. Unless noted, results in this report are not blank corrected. The lab is not responsible for data reported in ug/ft2 which is dependent upon the area provided by non-lab personnel. "<" (less than) result signifies that the analyte was not detected at or above the reporting limit. Measurement of uncertainty is available upon request. Definitions of modifications are available upon request.
Samples analyzed by EMSL Analytical, Inc. New Hope, MN AIHA LAP, LLC-EMLAP Accredited #101103

Initial report from 02/17/2023 16:39:41

Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW • Mora, MN 55051
763-691-0111 / 320-679-4054
Fax: 763-691-0145 / 320-679-4442

Client Address:
Contact: Greg Myers

CHAIN OF CUSTODY

Project Number: 2007/0223A
Client: City of Willmar
Project: 311 - 6th St. SW, Willmar, MN
Phone/Fax:

Sample ID	Sample Description	Collection Date/Time	Matrix (Vol./Area)	Analysis Requested
2007/0223A-W1	Firing Range Floor Side C adj stop Block	02/14/23 8:00a	1 ft²	Pb µg/ft²
W2	Firing Range Floor Middle adj bench Rest		1 ft²	
W3	Firing Range Bench Rest 5		6" x 17"	
W4	Firing range Side B wall noise buffer		7" x 20½"	
W5	Firing Range observation Rm adj door Side C to range		1 ft²	
W6	Firing Range observation Room tile adj to Top of ceiling duct return		1 ft²	
W7	Firing Range Box #7 Top target retriever		8" x 12"	
W8	Safe Floor Side D, East of door		1 ft²	
W9	Training Rm Side C Floor to adj door to observation		1 ft²	
W10	Training Rm, center Room above ceiling tile		1 ft²	
W11	Basement hall Floor adj entry door to Training Rm		1 ft²	
W12	Basement Women's Bath Floor Side B adj Right sink		1 ft²	
W13	Basement Men's Bath Floor Side D adj Right sink		1 ft²	
W14	Anti-Graffiti Paint Fan Rm Floor Side D adj column		1 ft²	+

Sampled by: Greg Myers Date: 02/14/23 Time: 8:00a & 10:00a Delivered by: Greg Myers Date: 2/15/23 Time: 12:07
Received by: Date: Time: Delivered by: Date: Time:
Received by Lab: MDR WI Date: 2/15/23 Time: 12:07 Disposition of Samples:
Notes: Required Field Blanks) included only 4 ASTM wipes used.
Please analyze @ 4 day turn around

OrderID: 352301272

Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW • Mora, MN 55051
763-691-0111 / 320-679-4054
Fax: 763-691-0145 / 320-679-4442
Client Address:
Contact: Greg Myers

CHAIN OF CUSTODY

Project Number: 2007/0223A
Client: City of Willmar
Project: 311-6th St. SW, Willmar, MN
Phone/Fax:

Sample ID	Sample Description	Collection Date/Time	Matrix (Vol./Area)	Analysis Requested
2007/0223A-W15	Arts Craft Rm HEPA Fan Unit Center duct/fan middle of Top	02/14/23	2"x18"	Pb µg/ft²
W16	center stairs Half landing floor middle		1 ft²	
W17	old indoor playground side A adj entry door		1 ft²	
W18	old indoor playground Electric Rm/storage side A left		1 ft²	
W19	old playground indoor Rm side A by electrical box		1 ft²	
W20	Floor side A adj door		1 ft²	
W21	old indoor playground Rm side A area Top of duct adj cold air return		2"x18"	
W22	weight Rm side A Floor adj entry door		1 ft²	
W23	Basement East Hall side C Floor adj custodial closet		1 ft²	
W24	Men's Locker Rm side A Floor adj hall door		1 ft²	
W25	Women's locker Rm side C Floor adj Bench		1 ft²	
W26	NE stairwell First Floor landing side A Floor		1 ft²	
W27	SE stairs half landing side A Floor		1 ft²	
W28	men's locker Rm top of locker center bank		2"x18"	

Sampled by: Greg Amyot Date: 02/14/23 Time: 8:00am 4:00p Delivered by: Greg Amyot Date: 02/15/23 Time: 12:07p
Received by: Date: Time:
Received by Lab: MNE Date: 2/15/23 Time: 12:07
Delivered by: Date: Time:
Disposition of Samples:
Notes: Required field Blank(s) included only ASTM wipes used
Please analyze @ 4 day turnaround

OrderID: 352301272

Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW • Mora, MN 55051
763-691-0111 / 320-679-4054
Fax: 763-691-0145 / 320-679-4442
Client Address:
Contact: Greg Myers

CHAIN OF CUSTODY

Project Number: 2007/0223A
Client: City of Willmar
Project: 311 6th St SW, Willmar MN
Phone/Fax:

Sample ID	Sample Description	Collection Date/Time	Matrix (Vol./Area)	Analysis Requested
2007/0223A-W29	Lobby - side A Floor adj exit door	02/14/23	1 ft²	Pb ug/ft²
W30	Memorial Rm side A Floor under window left		1 ft²	
W31	Memorial Rm Side A stool left		2" x 18"	
W32	Gym, side A adj cold air return		1 ft²	
W33	Gym, side A, Floor adj SW exit door		1 ft²	
W34	East store room adj door to west locker Floor side A		1 ft²	
W35	Women's Bath side B, Floor adj sink 1st Floor		1 ft²	
W36	Men's Bath, side C, Floor 1st Floor adj exit door		1 ft²	
W37	Kick Box Rm side D, Floor adj entry door		1 ft²	
W38	Kick Box storage Rm N side A adj door		1 ft²	
W39	Gym, side B center window stool		2" x 18"	
W40	1st floor office side C, Floor adj door		1 ft²	
W41	Kick Boxing storeRm window stool right		2" x 18"	
W42	Arts/craft Rm Hoyhtamaki Building After filter		1 ft²	

Sampled by: Greg Myers Date: 02/14/23 Time: 8:00 AM - 4:00 PM
Delivered by: Greg Myers Date: 02/15/23 Time: 12:07A
Received by: Date: Time:
Delivered by: Date: Time:
Received by Lab: MDH Date: 12/15/23 Time: 12:07
Disposition of Samples:
Notes: Required Field Blank(s) included only ASTM wipes used
Please analyze @ 4 day turnaround

OrderID: 352301272

Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW • Mora, MN 55051
763-691-0111 / 320-679-4054
Fax: 763-691-0145 / 320-679-4442

Client Address:
Contact: Greg Ayers

CHAIN OF CUSTODY

Project Number: 2007/0223A
Client: City of Willmar
Project: 311-6th St. SW, Willmar, MN
Phone/Fax:

Sample ID	Sample Description	Collection Date/Time	Matrix (Vol./Area)	Analysis Requested
2007/0223A-W43	Arbi & Craft RM Air Handler above section of Track RM a Stair Cutout	02/14/23	1 ft2	Pb ug/ft2
W44	old indoor Playground Air 2nd Floor Handler for gun range		1 ft2	
W45	Main Stair 1st level Side A Stool		2"x18"	
W46	RM 201 carpet under window Side B, Floor, Side B Right		1 ft2	
W47	RM 201 Side B window stool right		2"x18"	
W48	RM 204 Side A Floor under window Right		1 ft2	
W49	RM 204 Circle A stool right		2"x18"	
W50	RM 211 Side D, Floor under window		1 ft2	
W51	RM 211 Side D stool		2"x18"	
W52	RM 208 Side A Floor under window left		1 ft2	
W53	RM 208 Side A stool left		2"x18"	
W54	Gym Balcony South west end		1 ft2	
W55	Gym Balcony North east end adjacent		1 ft2	
W56	Gym Balcony North stool window right		2"x18"	

Sampled by: Greg Ayers Date: 02/14/23 Time: 8:00 4:00 Delivered by: Greg Ayers Date: 02/15/23 Time: 13:00
Received by: Date: Time:
Received by Lab: MDE/EMSL-MN Date: 2/15/23 Time: 12:07
Delivered by: Date: Time:
Disposition of Samples:

Notes: Required Field Blank(S) included only ASTM wipes used
Please analyze @ 4 day turnaround

OrderID: 352301272

Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW • Mora, MN 55051
763-691-0111 / 320-679-4054
Fax: 763-691-0145 / 320-679-4442
Client Address:
Contact: Greg Myers, PE

CHAIN OF CUSTODY

Project Number: 2007/0223A
Client: City of Willmar
Project: 311 - 6th St. SW, Willmar, MN
Phone/Fax:

Sample ID	Sample Description	Collection Date/Time	Matrix (Vol./Area)	Analysis Requested
2007/0223A-W57	2nd Floor Hall side Cadj. Rm Floor long stairs	02/14/23	1 ft²	Pb ug/ft²
W58	2nd Floor Rm 214 side B, Floor under window left		1 ft²	
W59	2nd Flor Rm 214 window stool left		2" x 18"	
W60	Rm 217 side C, Floor under window		1 ft²	
W61	Rm 215 Bath side D, Floor under window left		1 ft²	
W62	Rm 215 side D stool - left		2" x 18"	
W63	Stairwell SE 2nd Floor window stool		2" x 18"	
W64	3rd Floor Rm 301 side A Floor under window		1 ft²	
W65	Rm 301 side A window stool		2" x 18"	
W66	Rm 302/303 Floor side B under window left		1 ft²	
W67	Rm 302/303 window stool left		2" x 18"	
W68	3rd Floor stwll adj 301 and stair Floor side E		1 ft²	
W69	Employee lounge center Rm 309 Floor side C		1 ft²	
W70	Rm 306 side A Floor center corridor		1 ft²	

Sampled by: Greg Myers Date: 02/14/23 Time: 5:00AM 4:00PM Delivered by: Greg Myers Date: 02/15/23 Time: 12:07
Received by: Date: Time: Delivered by: Date: Time:
Received by Lab: MDE Date: 12/15/23 Time: 12:07 Disposition of Samples:
Notes: Required Field Blank(s) included only ASTM wipes used
Please analyze @ 4 day turnaround

OrderID: 352301272

Midwest Environmental Consulting, L.L.C.
125 Railroad Avenue SW • Mora, MN 55051
763-691-0111 / 320-679-4054
Fax: 763-691-0145 / 320-679-4442

Client Address:
Contact: Greg Myers

CHAIN OF CUSTODY

Project Number: 2007/0223A
Client: City of Willmar
Project: 311 6th St. SW, Willmar, MN
Phone/Fax:

Sample ID	Sample Description	Collection Date/Time	Matrix (Vol./Area)	Analysis Requested
2007/0223AW71	Rm 307 Side D, Floor under window left	02/14/23	1 ft2	Pb ug/ft2
W72	Room 307 window stool left		2"x18"	
W73	RM 308 side A Floor		1 ft2	
W74	RM 309 Side A at B Floor		1 ft2	
W75	Rm 309 side A stool right		2"x18"	
W76	North stairwell 2nd Floor Side B stool		1 ft2	
W77	3rd Floor RM 310 Code B Floor under window left		~~1 ft2~~	
W78	3rd Floor RM 310 window stool left		2"x18"	
W79	ATTIC NE Top side of wall (by stairs)		1 ft2	
W80	3rd Floor Rec. RM side B Floor (by storage)		1 ft2	
W81	3rd Floor RM 311 Side B Floor under window left		1 ft2	
W82	3rd Floor RM 312 Side D stool left		2"x18"	
W83	Area under stage Side A Floor		1 ft2	
W84	RM 301 Side A Floor by closet		1 ft2	

Sampled by: Greg Myers Date: 02/14/23 Time: 8:00am 4:00 Delivered by: Greg Myers Date: 02/15/23 Time: 12:10
Received by: Date: Time: Delivered by: Date: Time:
Received by Lab: MOE Date: 12/15/23 Time: 12:07 Disposition of Samples:
Notes: Required Field Blank(s) included only ASTM wipes used
Please analyze @ 4 days

OrderID: 352301272
Page 173 of 180
Page 6 Of 6

City of Willmar

City Council Action Request

Council Meeting Date:	August 14, 2023	**Agenda Item Number:**	5.B.
Agenda Section:	Regular Business	**Originating Department:**	City Clerk
Resolution:	No	**Prepared By:**	Judy Thompson, City Clerk
Ordinance:	No	**Presented By:**	Judy Thompson, City Clerk
Item:	2024 Election Discussion		

RECOMMENDED ACTION:
Information Only

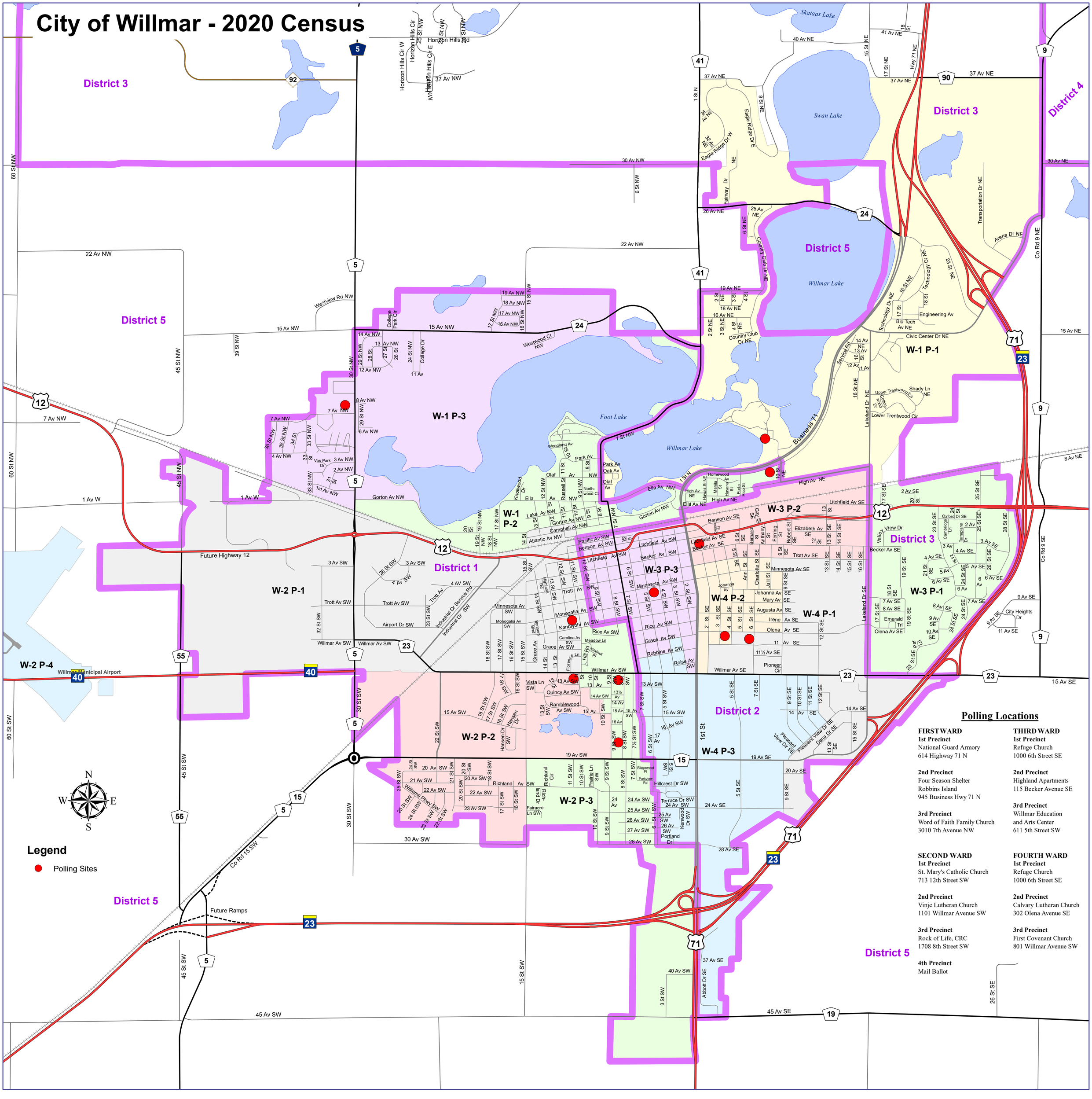
OVERVIEW:
City staff will review current polling locations and discuss possible relocation options for the 2024 election year.

BUDGETARY/FISCAL ISSUES:
NA

ALTERNATIVES TO CONSIDER:
NA

ATTACHMENTS:
1. Map of City Polling Locations

City of Willmar - 2020 Census



Polling Locations

FIRST WARD

1st Precinct
National Guard Armory
614 Highway 71 N

2nd Precinct
Four Season Shelter
Robbins Island
945 Business Hwy 71 N

3rd Precinct
Word of Faith Family Church
3010 7th Avenue NW

SECOND WARD

1st Precinct
St. Mary's Catholic Church
713 12th Street SW

2nd Precinct
Vinje Lutheran Church
1101 Willmar Avenue SW

3rd Precinct
Rock of Life, CRC
1708 8th Street SW

4th Precinct
Mail Ballot

THIRD WARD

1st Precinct
Refuge Church
1000 6th Street SE

2nd Precinct
Highland Apartments
115 Becker Avenue SE

3rd Precinct
Willmar Education
and Arts Center
611 5th Street SW

FOURTH WARD

1st Precinct
Refuge Church
1000 6th Street SE

2nd Precinct
Calvary Lutheran Church
302 Olena Avenue SE

3rd Precinct
First Covenant Church
801 Willmar Avenue SW

Work Session Calendar 2023

Date, Time, Location	Agenda
March 14, 6:30 PM Event/ Civic Center	City Hall/ Community Center
April 10, 6:30 PM Event/ Civic Center	Council Orientation/ Special Assessments
May 8, 6:30 PM Event/ Civic Center	Civic Clerk Training/MB Rail Develop
June 12, 6:30 PM Municipal Utilities	City Hall/ Community Center
July 10, 6:30 PM Event/ Civic Center	City Hall/Community Center/Wage Study
August 14, 6:30 PM Event/ City Hall	Elections/City Auditorium
September 11, 6:30 PM Event/ Civic Center	
October 9, 6:30 PM Event/ Civic Center	
November 13, 6:30 PM Event/ Civic Center	
December 11, 6:30 PM Event/ Civic	

Work Session Calendar, Winter 2023

- January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- February

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

- March

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Work Session Calendar, Spring 2023

April

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Work Session Calendar, Summer 2023

- July

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- August

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Work Session Calendar, Fall 2023

- October

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- November

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						